

MINUTES OF THE REGULAR COUNCIL MEETING OF THE COUNTY OF STETTLER NO. 6 HELD ON WEDNESDAY, JULY 8, 2020 AT 10:03 A.M. IN THE COUNCIL CHAMBERS OF THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA

PRESENT: Reeve Larry Clarke
Councillor Ernie Gendre
Councillor Dave Grover
Councillor Cheri Neitz
Councillor James Nibourg
Councillor Wayne Nixon
Councillor Les Stulberg
Chief Administrative Officer Yvette Cassidy
Director of Communications Niki Thorsteinsson
Director of Municipal Services Andrew Brysiuk
Executive Assistant Marlene Hanson
Director of Operations Rick Green

CALL TO ORDER

The meeting was called to order at 10:03 a.m., Wednesday, July 8, 2020 by Reeve Clarke.

AGENDA APPROVAL

214.07.08.20 Moved by Councillor Stulberg
“that the agenda for the July 8, 2020 Regular County of Stettler No. 6 Council Meeting be approved with the following additions:
1. Lot 24 MR – Buffalo View Estates
2. Stettler Hospice Society
RE: Parking
3. Scenic Sands Community Association
RE: AGM Feedback.” Carried Unanimously

MINUTES APPROVAL

215.07.08.20 Moved by Councillor Nibourg
“that the June 10, 2020 Regular County of Stettler No. 6 Council Meeting minutes be approved as presented.” Carried Unanimously

SWEAR IN DEPUTY REEVE

Councillor Stulberg swore and signed the Oath of Office for Deputy Reeve.

DELEGATIONS

None

COUNCIL'S REQUEST FOR INFORMATION

None

NEW BUSINESS

216.07.08.20 Moved by Councillor Nibourg
Intermunicipal Collaboration Frameworks:
“that the County of Stettler No. 6 Council:

WHEREAS the County of Stettler and the Village of Big Valley acknowledge that advancement of their shared interests is best accomplished through effective and ongoing cooperation, collaboration, coordination and communication; and

WHEREAS the County of Stettler and the Village of Big Valley are committed to working cooperatively to meet future challenges and capitalize on future opportunities; and

WHEREAS the *Municipal Government Act*, as amended from time to time, requires municipalities that have common boundaries to create an Intermunicipal Collaboration Framework; and

WHEREAS the *Municipal Government Act* specifies the content and requirements of an Intermunicipal Collaboration Framework; and

WHEREAS the County of Stettler and the Village of Big Valley have negotiated and mutually prepared an Intermunicipal Collaboration Framework, in accordance with the *Municipal Government Act*, and intended to be a master agreement from which a number of subsequent agreements flow;

NOW THEREFORE , Council of the County of Stettler, duly assembled, resolves:

that the document titled "*Village of Big Valley and County of Stettler Intermunicipal Collaboration Framework*" dated April 2020 is adopted."

Carried Unanimously

217.07.08.20

Moved by Councillor Nixon

"that the County of Stettler No. 6 Council:

WHEREAS the County of Stettler and the Village of Donalda acknowledge that advancement of their shared interests is best accomplished through effective and ongoing cooperation, collaboration, coordination and communication; and

WHEREAS the County of Stettler and the Village of Donalda are committed to working cooperatively to meet future challenges and capitalize on future opportunities; and

WHEREAS the *Municipal Government Act*, as amended from time to time, requires municipalities that have common boundaries to create an Intermunicipal Collaboration Framework; and

WHEREAS the *Municipal Government Act* specifies the content and requirements of an Intermunicipal Collaboration Framework; and

WHEREAS the County of Stettler and the Village of Donalda have negotiated and mutually prepared an Intermunicipal Collaboration Framework, in accordance with the *Municipal Government Act*, and intended to be a master agreement from which a number of subsequent agreements flow;

NOW THEREFORE , Council of the County of Stettler, duly assembled, resolves:

that the document titled "*Village of Donalda and County of Stettler Intermunicipal Collaboration Framework*" dated April 2020 is adopted."

Carried Unanimously

218.07.08.20

Moved by Councillor Neitz

"that the County of Stettler No. 6 Council:

WHEREAS the County of Stettler and the Summer Village of Rochon Sands acknowledge that advancement of their shared interests is best accomplished through effective and ongoing cooperation, collaboration, coordination and communication; and

WHEREAS the County of Stettler and the Summer Village of Rochon Sands are committed to working cooperatively to meet future challenges and capitalize on future opportunities; and

WHEREAS the *Municipal Government Act*, as amended from time to time, requires municipalities that have common boundaries to create an Intermunicipal Collaboration Framework; and

WHEREAS the *Municipal Government Act* specifies the content and requirements of an Intermunicipal Collaboration Framework; and

WHEREAS the County of Stettler and the Summer Village of Rochon Sands have negotiated and mutually prepared an Intermunicipal Collaboration Framework, in accordance with the *Municipal Government Act*, and intended to be a master agreement from which a number of subsequent agreements flow;

NOW THEREFORE, Council of the County of Stettler, duly assembled, resolves:

that the document titled "*Summer Village of Rochon Sands and County of Stettler Intermunicipal Collaboration Framework*" dated April 2020 is adopted."

Carried Unanimously

219.07.08.20 Moved by Councillor Neitz

"that the County of Stettler No. 6 Council:

WHEREAS the County of Stettler and the Summer Village of White Sands acknowledge that advancement of their shared interests is best accomplished through effective and ongoing cooperation, collaboration, coordination and communication; and

WHEREAS the County of Stettler and the Summer Village of White Sands are committed to working cooperatively to meet future challenges and capitalize on future opportunities; and

WHEREAS the *Municipal Government Act*, as amended from time to time, requires municipalities that have common boundaries to create an Intermunicipal Collaboration Framework; and

WHEREAS the *Municipal Government Act* specifies the content and requirements of an Intermunicipal Collaboration Framework; and

WHEREAS the County of Stettler and the Summer Village of White Sands have negotiated and mutually prepared an Intermunicipal Collaboration Framework, in accordance with the *Municipal Government Act*, and intended to be a master agreement from which a number of subsequent agreements flow;

NOW THEREFORE, Council of the County of Stettler, duly assembled, resolves:

that the document titled "*Summer Village of White Sands and County of Stettler Intermunicipal Collaboration Framework*" dated April 2020 is adopted."

Carried Unanimously

220.07.08.20 Moved by Councillor Gendre

"that the County of Stettler No. 6 Council instruct Administration to proceed to have the Access Road Agreement item moved up on the priority list in the *Summer Village of White Sands and County of Stettler Intermunicipal Collaboration Framework* document"

In Favour: Councillors Nibourg, Stulberg, Grover, Neitz, Gendre
and Reeve Clarke

Opposed: Councillor Nixon

Carried

221.07.08.20 Moved by Councillor Grover

"that the County of Stettler No. 6 Council instruct Administration to work with the Village of Big Valley to submit a request to Alberta Transportation to have the Bridge, along the north paved entrance to the Village (Urban Approach Road 55) repaired as soon as possible."

In Favour: Councillors Nibourg, Stulberg, Grover, Neitz, Gendre
and Reeve Clarke

Opposed: Councillor Nixon
Carried

Rural Water Hookup Request:
222.07.08.20 Moved by Councillor Stulberg
"that the County of Stettler No. 6 Council authorize Administration to construct a water service connection for the SE 14-35-17 W4M with expenses up to \$15,000 to be drawn from revenue for water service connections."
Carried Unanimously

Award Tender – Botha Concrete Swale:
223.07.08.20 Moved by Councillor Stulberg
"that the County of Stettler No. 6 award the Botha concrete swale project to 1287104 Alberta Ltd. o/a Klassen Construction, Stettler, Alberta as per their quote submission for \$15,830.00 plus materials testing if required for \$3,254.50 for a total project cost of \$19,084.50 plus GST."
In Favour: Councillors Nibourg, Stulberg, Nixon, Neitz, Gendre and Reeve Clarke
Opposed: Councillor Grover
Carried

Award Tender – Botha West Storm Water Drainage Improvements:
224.07.08.20 Moved by Councillor Gendre
"that the County of Stettler No. 6 award the Hamlet of Botha West End Drainage Improvements Tender to Action Plumbing & Excavating (1998) Ltd., Stettler, Alberta for \$308,287.00 plus GST as per their submission and authorize Administration to utilize up to a 10% project contingency of \$30,828.70 as needed for a total project value of \$339,115.70 plus GST."
Carried Unanimously

National Drowning Prevention Week:
225.07.08.20 Moved by Councillor Neitz
"that the County of Stettler No. 6 Council proclaim July 19-25, 2020 National Drowning Prevention Week."
Carried Unanimously

Councillor Stulberg requested that Administration prepare a County notification regarding National Drowning Prevention Week, as well.

Hay Land Tenders:
226.07.08.20 Moved by Councillor Nixon
"that the County of Stettler No. 6 accept Duane Bauman's bid of \$2,200.00 to cut and bale the hay on the north half of NW 19-38-19 W4M."
Carried Unanimously

Lorraine Hankins joined the meeting at 10:54 a.m.

UNFINISHED BUSINESS
Range Road 21-2 North of Highway 601:
227.07.08.20 Moved by Councillor Nixon
"that the County of Stettler No. 6 Council set the speed limit to 50 kilometers per hour on Range Road 21-2 from north of Highway 601 until Township Road 40-2; direct Administration to erect appropriate signage; and to be reviewed in a year's time."
In Favour: Councillors Stulberg, Nixon, Grover, Neitz, Gendre and Reeve Clarke
Opposed: Councillor Nibourg
Carried

Range Road 21-2 and Emergency Access Feedback:

A memo was made available for Council's consideration, from the Annual South Shore Buffalo Lake Community Association and Members Update identifying feedback received along with consideration and funding options, regarding Range Road 21-2 north of Secondary Highway 601 and the emergency access gate at Buffalo Sands.

Through discussion Council noted:

- Emergency access signs will be installed and notifications regarding parking and blocking of emergency accesses (on the Municipal Reserve land) to be sent to residents.
- Noted that a gate is fine, without a lock (with a chain), however, may wish to consider a different gate style, in order to have the access available for emergency use.
- Vehicles and off road highway vehicles can be fined for driving on a Municipal Reserve.

228.07.08.20 Moved by Councillor Neitz

"that the County of Stettler No. 6 Council authorize leaving the Buffalo Sands gate in place, to be unlocked and monitor the effectiveness."

Carried Unanimously

229.07.08.20 Moved by Councillor Nibourg

"that the County of Stettler No. 6 Council instruct Administration to research a Bylaw amendment to implement a Municipal Reserve encroachment fine."

Carried Unanimously

Councillor Nixon left the meeting at 11:20 a.m.

Administration Office Roof:

230.07.08.20 Moved by Councillor Stulberg

"that the County of Stettler No. 6 accept the Owens Corning Duration's 20 Year Shingle roofing quote from Clear Choice Roofing and Exteriors, Red Deer, Alberta in the amount of \$79,769.27, to repair the Administration facility's roof damaged during the July 30, 2019 hail storm." In Favour: Councillors Nibourg, Stulberg, Neitz, Gendre and

Reeve Clarke

Opposed: Councillor Grover

Carried

Councillor Nixon rejoined and Lorraine Hankins left the meeting at 11:26 a.m.

Bayview Street Extension Follow-Up Questions:

Through discussion the following was identified:

- weight limit on the road is posted as 22,000.
- a 'County of Stettler' sign will be placed on Choke Cherry Lane in order to notify of the boundaries.
- 'local traffic, only', signs are normally placed on dead end roads and could be tried.
- no parking signs need to be installed in order for parking fines and towing to be enforced (allow emergency vehicle(s) access at all times).
- Noted that sewer hook-up charges may need to be addressed due to the usage of water totes.

The meeting recessed at 12:09 p.m.

The meeting reconvened at 1:00 p.m. with Jacinta Donovan joining the meeting and Yvette Cassidy not rejoining the meeting.

- Councillor Nibourg noted that he is not comfortable with 'local traffic only' signs being put in place as it may suggest for public to stay out. Suggest 'caution narrow road' or a similar sign.
- It was suggested that a speed reminder device could be placed on that road to notify drivers of the speed they are travelling.

Yvette Cassidy joined the meeting at 1:10 p.m.

- Placement of and type of signs (no parking, emergency access and local traffic, only) will be determined and a plan brought back to Council for final approval.

231.07.08.20 Moved by Councillor Nixon

“that the County of Stettler No. 6 Council receive the Bayview Street Extension Follow-Up Questions item for information, with Administration presenting signage information for final approval.”

Carried Unanimously

BLSSIDP Preliminary Meeting:

Summer Villages of Rochon Sands and White Sands are in favour of having Municipal Affairs facilitate a preliminary meeting with full Councils.

232.07.08.20 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council receive the Buffalo Lake South Shore Intermunicipal Development Plan Dispute Resolution item for information.”

Carried Unanimously

AGENDA ITEMS

Bridge Sized Pipe:

Stimulus Grant funding has been received for repair of 5 bridges and there is 1 bridge remaining from 2019 funding.

233.07.08.20 Moved by Councillor Stulberg

“that the County of Stettler No. 6 authorize bridge files:

- BF 08406 – Stettler SW 13-39-19 W4M on Twp. Rd. 39-2
- BF 77605 – Botha SW 11-39-18 W4M on Rge. Rd. 18-2
- BF 78607 – Stettler SW 22-39-19 W4M on Rge. Rd. 19-3
- BF 01656 – Gadsby SW 28-38-17 W4M on Rge. Rd. 17-4 (2019 carryover)
- BF 07546 – Gadsby NW 19-37-16 W4M on Rge. Rd. 17-0
- BF 01866 – Botha SE 1-39-18 W4M on Twp. Rd. 39-0

approved through the Installation of Bridge Sized Pipes Under STIP Grant Funding, with bridge replacement to be completed by option 3 being with a County Crew using current staff, hire a temporary local crew and rent equipment;

and

to draw \$300,000 (being 25% of the project total) from the Bridge Reserve account.”

Carried Unanimously

Lot 24 MR – Buffalo View Estates:

234.07.08.20 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council approve notifying the land owner of Lot 25 in Buffalo View Estates that, within 14 days, the trees that were planted are to be removed and that Lot 24 Municipal Reserve

in Buffalo View Estates be returned to its original state, and if not completed, the County will complete.” Carried Unanimously

BYLAWS

Bylaw 1637-20 – Buffalo Lake Intermunicipal Development Plan

Amendment:

235.07.08.20 Moved by Councillor Nixon

“that Bylaw 1637-20 – Buffalo Lake Intermunicipal Development Plan Amendment, be given first reading and Public Hearing be set for August 12, 2020 at 1:00 p.m. being offered through Teleconferencing.”

Carried Unanimously

Jacinta Donovan left and Christa Cornelssen joined the meeting at 2:26 p.m.

Bylaw 1639-20 – Borrowing Bylaw – Gravel:

236.07.08.20 Moved by Councillor Grover

“that Bylaw 1639-20 – Borrowing Bylaw for the Acquisition of Land and Gravel, be given first reading.”

Carried Unanimously

REPORTS

Chief Administrative Officer’s Report:

237.07.08.20 Moved by Councillor Nibourg

“that the July 8, 2020 Chief Administrative Officer’s Report be received for information.”

Carried Unanimously

Financial Reports:

238.07.08.20 Moved by Councillor Gendre

“that the Payment Register for payments posted between June 1 and 30, 2020; Bank Reconciliation, Reserves and the Year to Date Budget for the month ended May 31, 2020 (all attached and forming part of these minutes) Reports to be approved as presented.”

Carried Unanimously

Councillor Fee Sheet Reports:

239.07.08.20 Moved by Councillor Nibourg

“that the Councillor Fee Sheet Reports for the month of June, 2020 be received for information.”

Carried Unanimously

Councillor Committee Reports:

1. Regional Fire Advisory Committee (Neitz and Gendre)
2. Stettler Public Library (Stulberg)
3. Stettler District Ambulance Association (Nixon)
4. Stettler Waste Management Authority (Nixon)
5. Buffalo Lake IDP (Neitz)
6. Rural Crime Committee

240.07.08.20 Moved by Councillor Stulberg

“that the County of Stettler No. 6 Committee Reports for the July 8, 2020 Council Meeting be received for information.”

Carried Unanimously

CONSENT AGENDA ITEMS

Stettler Hospice Society RE: Parking:

Councillor Nibourg reported that the Hospice Society has set-up a suite and that a tour can be arranged, if Council requests. They are awaiting approval from Alberta Health Services to received additional funding for nurses. Due to COVID-19 restrictions, Points West has restricted visitor access, however, not for the Hospice wing. There is a shortage of parking stalls, therefore, the Hospice Society are requesting use of County property for 4 parking stalls to access the Hospice from the east side of the Points West Facility.

241.07.08.20 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council authorize Administration to enter into a Lease Agreement, with a 30 day termination clause, with Stettler Hospice Society for 4-6 parking stalls located on County of Stettler No. 6 Administration Building's deeded land – Lot 1 Plan 8220910.”

Carried Unanimously

242.07.08.20 Moved by Councillor Neitz

“that the following County of Stettler No. 6 Consent Agenda Items for the July 8, 2020 Council Meeting be received for information:

1. Alberta Transportation
RE: Strategic Transportation Infrastructure Program Grant Award
2. Alberta Transportation
RE: Additional STIP Grant Award
3. Municipal Affairs
RE: Gas Tax Fund Grant Award
4. Municipal Affairs
RE: Paradise Shores Response
5. Municipal Affairs
RE: Stimulus Funding
6. Scenic Sands Community Association
RE: AGM Feedback.”

Carried Unanimously

IN-CAMERA SESSION

243.07.08.20 Moved by Councillor Nibourg

“that the County of Stettler No. 6 enter into an in-camera session at 3:02 p.m. to discuss items exempt from disclosure in the *Freedom of Information and Protection of Privacy Act* as:

Section 20: Disclosure Harmful to Law Enforcement

RE: Investigation – Files 2020-254 and 2020-309

Section 19: Confidential Evaluations

RE: Road Maintenance

Section 25: Disclosure Harmful to Economic and Other Interests of a Public Body

RE: Offer to Purchase Land.”

Carried Unanimously

244.07.08.20 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council exit out of in-camera at 4:51 p.m.”

Carried Unanimously

The meeting reconvened.

245.07.08.20 Moved by Councillor Stulberg

“that County of Stettler No. 6 Council accept the bid to purchase Plan 4374DN, Block 2, Lot 16 in the Hamlet of Endiang in the amount of \$200.00 plus G.S.T. with the purchaser responsible for the land titles

transfer costs, property sold on an “as is where is basis” being that the County of Stettler No. 6 makes no representation and gives no warranty whatsoever as to the adequacy of service, soil conditions, land use districting, development conditions, absence or presence of environmental contamination, or the develop ability of the subject land for any intended use by the Purchaser.” Carried Unanimously

NEXT MEETING

The next regular Meeting of County of Stettler No. 6 Council will be held on Wednesday, August 12, 2020 at 10:00 a.m.

ADJOURNMENT

246.07.08.20 Moved by Councillor Grover

“that the County of Stettler No. 6 Regular Meeting of Council be adjourned at 4:53 p.m.” Carried Unanimously

Reeve

Chief Administrative Officer