

**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITIES MEETING
COUNTY COUNCIL CHAMBERS
JANUARY 19, 2010**

PRESENT

Pete Nykolyszyn	Reeve
Jake Klassen	Deputy Reeve
Bonnie Bigam	Councillor
Brian Harcourt	Councillor
William (Bill) Moedt	Councillor
Charlie Johnson	Councillor
Miron Croy	Councillor

REGRETS

Charlotte Parker Executive Assistant (EA)

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Audrey Bjorklund	Community Development Manager (CDM)
Hermann Minderlein	Corporate Services Manager (CSM)
Georgia Carter	Administrative Assistant (AA)

CALL TO ORDER

Reeve Nykolyszyn called the meeting to order at 9:30 a.m.

AGENDA

The agenda governing the September 15, 2009 Policies & Priorities Meeting was reviewed.

P001(01/19/10)

RESOLUTION by Councillor Moedt that this Committee adopts the agenda of the January 19, 2010 meeting. CARRIED.

**ADDITIONAL
ITEM(S)**

No additional items.

MINUTES

The Policies & Priorities Committee reviewed the minutes from the September 15, 2009 meeting.

P002(01/19/10)

RESOLUTION by Councillor Croy that this Committee adopts the minutes of the September 15, 2010 Policy & Priorities meeting. CARRIED.

DELEGATIONS

No delegations

COUNCIL

Bylaw 8 Schedule of Fees

Administration presented this Committee with the current Bylaw 8 Schedule of Fees in order to clarify any lack of understanding or misinterpretations that may exist pertaining to the bylaw.

P003(01/19/10)

RESOLUTION by Councillor Bigam that this Committee recommends to Council to amend the Bylaw 8 Schedule of Fees Rental Equipment list by adding steam tables and removing the tractor operated generator, and trailer with ½ mile of hose. CARRIED.

P004(01/19/10)

RESOLUTION by Councillor Johnson that this Committee recommends to Council to amend the Bylaw 8 Schedule of Fees, Emergency Services Call Out fee for Local Callouts be \$50.00/per unit, per hour. CARRIED.

P005(01/19/10)

RESOLUTION by Councillor Johnson that this Committee recommends to Council to amend policy 2301 to omit billing for all building structural fires and medical aid responses. CARRIED.

P006(01/19/10)

RESOLUTION by Councillor Johnson that this Committee recommends to Council to amend the Bylaw 8 Schedule of Fees, Development Permit Fee to be a flat fee of \$0.00 for Agriculture, Commercial and Residential Development and \$100.00 per \$100,000.00 of construction cost for Industrial Development or portion thereof; and \$100.00 penalty per \$100,000.00 of construction cost, or portion thereof for all Development including Agriculture, Commercial, Residential and Industrial Development. CARRIED.

Reeve Nykolyshyn called for a recess at 10:44 p.m.

Reeve Nykolyshyn re-convened the meeting at 10:49 p.m.

P007(01/19/10)

RESOLUTION by Councillor Johnson that this Committee recommends to Council to amend the Bylaw 8 Schedule of Fees, for Rental Equipment damage deposits, rates and addition of a \$50.00 per hour shop rate as recommended by the Agricultural Service Board. CARRIED.

Policy 1111 –
Recognition of Service
(Present and Future
Members)

Administration presented to this Committee a revised copy of Policy 1111, Recognition of Service (Present and Future Members).

P008(01/19/10)

RESOLUTION by Councillor Moedt that this Committee recommends that administration present Policy 1111, Recognition of Service (Present and Future Members) as revised, and add to 3.2, “gifts selected by administration, and presented to Council for approval prior to purchase”, to Council for approval at the Regular Council meeting on January 26, 2010. CARRIED.

Policy 1125 – Video/
Audio Taping of
Regular Meetings

Administration presented to this Committee a draft copy of Policy 1125, Video Taping of Council Meetings.

P009(01/19/10)

RESOLUTION by Councillor Bigam that this Committee directs Administration to abandon developing a policy around video/audio taping regular meetings. CARRIED.

Reeve Nykolyshyn called for a recess at 11:10 a.m.
Reeve Nykolyshyn re-convened the meeting at 11:12 a.m.

Policy 1107 –
Honarium Payment
To Council and
Committee Members

Administration presented this Committee with a revised copy of Policy 1107, Honarium Payment to Council and Committee Members.

Reeve Nykolyshyn called for a recess at 12:00 p.m.
Reeve Nykolyshyn re-convened the meeting at 12:39 p.m.

P010(01/19/10)

RESOLUTION by Councillor Klassen that this Committee recommends that Administration present Policy 1107, Honorarium Payment to Council and Committee Members, to amend the revised Policy 1107 to include:

3.3.1.4 Meeting with residents and community groups (this would include open houses and public meetings)

3.3.1.7 of the proposed Policy 1107 in the agenda, omitting “annual rate payer meetings”;

3.3.1.10 Road tours taken by an individual Councillor, to Council for approval at the Regular Council meeting on January 26, 2010. CARRIED.

Policy 1126 –
Per Diem Payment to
Council and
Committee Members

Administration presented this Committee with a draft copy of Policy 1126, Per Diem Payment to Council and Committee Members.

P011(01/19/10)

RESOLUTION by Councillor Bigam that this Committee recommends Administration to present Policy 1126, Per Diem Payment to Council and Committee Members, as revised, to also include:

Addition to 2.2:

Regular Council Meetings

Special Council meetings (as specified in the Municipal Government Act)

Organizational meetings of Council (as required by the Municipal Government Act 194)

Conducting annual evaluations of the Chief Administrative Officer

Annual Ratepayers meeting

Addition of 4.1.2: \$207 per diem when assuming the chair of reeve during a meeting. Otherwise the Deputy Reeve will receive the Councillors per diem rate.

Addition of: 4.1.4 Per diems shall be changed by review of Council.

Addition of 4.2: Councillors

to Council for approval at the Regular Council meeting on January 26, 2010. CARRIED.

Policy 1127 – Travel,
Meals, Subsistence
Payment to Council
And Committee
Members

Administration presented this Committee with a draft copy of Policy 1127, Travel, Meals, and Subsistence Payment to Council and Committee Members.

Reeve Nykolyshyn called for a recess at 1:43 p.m.
Reeve Nykolyshyn re-convened the meeting at 1:52 p.m.

P012(01/19/10)

RESOLUTION by Councillor Johnson that this Committee recommends that Administration present Policy 1127, Travel, Meals, and Subsistence Payment to Council and Committee Members, as revised,

Section 4: No change to Meal charges

Addition of 3.3 to read:

3.3 Councillors attending conferences, conventions, zone meetings within or outside the county shall travel in a county vehicle, unless it is beneficial to the County to use a personal vehicle. Where mode of travel is being considered, the most direct, economical and logical mode of travel shall be utilized.

Addition of 3.4 to read:

Reimbursement for travel will be:

3.4.1 50% will be paid for kilometers of personal vehicle use, when the County vehicle is being used for transportation to an event, if there are two or more Councillors in the personal vehicle then reimbursement is 100%.

3.4.2 100% will be paid for kilometers of personal vehicle use, when it has been determined that the most direct, economical and logical mode of travel is by personal vehicle.

Addition of 4.5 to read:

4.5 Administration will book accommodations for members using a County credit card. This card is for room confirmation only. Upon arrival at the accommodations, members will be required to pay for their room either by personal or County assigned credit card and then submit a receipt for reimbursement or an item on their expense claim, as a pre-paid expense.

to Council for approval at the Regular Council meeting on January 26, 2010.

CARRIED.

Policy 1207 –
Capitalization

Administration presented this Committee with a draft copy of Policy 1207, Capitalization.

P013(01/19/10)

RESOLUTION by Councillor Harcourt that this Committee recommends that Administration present Policy 1207, Capitalization, to Council for approval, as drafted, at the Regular Council meeting on January 26, 2010. CARRIED.

CORPORATE
SERVICES

2010 Budget Draft

Administration presented this Committee with a copy of the amended draft 2010 Capital Budget as directed by Council at the January 12, 2010 Regular Council meeting.

P014(01/19/10)

RESOLUTION by Councillor Klassen that this Committee direct Administration that the Grader purchase be removed from the 2010 Capital Budget. CARRIED.

P015(01/19/10)

RESOLUTION by Councillor Klassen that this Committee recommends that Administration present to Council, the 2010 Capital Budget at the Regular Council meeting on January 26, 2010 with the following recommendations:

That Council adopts the 2010 Capital Budget as presented with adjustments to be made for removal of the Grader, (\$325,000.00) revenues totaling \$11,052,500.00 to be raised as follows:

Taxes:	\$4713,500.00;
Grants:	\$2,933,332.00;
Contribution from Industry:	\$400,000.00;
Disposal of Vehicles & Equipment:	\$108,500.00;
Transfers of Reserves:	\$286,000.00; and

Expenditures totaling \$11,052,500.00 for:

Engineering Structures:	\$2,700,000.00;
Buildings:	\$5,000,000.00
Machinery & Equipment:	\$647,000.00;
Vehicles:	\$80,000.00;
Contributions to Reserves:	\$2,339,500.00; and
Transfers of Reserves:	\$286,000.00 CARRIED.

Draft 5 (Multi) Year
Capital Plan

Administration presented this Committee with a copy of the amended draft 5 Year (Multi) Plan as directed by Council at the January 12, 2010 Regular Council meeting.

P016(01/19/10)

RESOLUTION by Councillor Johnson that this Committee directs Administration to move the fund allocated for the Tandem Water Truck in the 5 Year Multi Plan, into the Fire Capital Reserve. CARRIED.

Reeve Nykolyshyn called for a recess at 2:43 p.m.
Reeve Nykolyshyn re-convened the meeting at 2:51 p.m.

P017(01/19/10)

RESOLUTION by Councillor Johnson that this Committee recommends that Administration present to Council, the Draft 5 Year (Multi) Plan at the Regular Council meeting on January 26, 2010 with the previously listed amendments. CARRIED.

COMMUNITY
DEVELOPMENT
Clear Creek Fire
Commission

Administration presented this Committee with a copy of the Clear Creek Fire Commission Agreement for review as requested at the January 12, 2010 Regular Council meeting.

P018(01/19/10)

RESOLUTION by Councillor Johnson that this Committee directs Administration to move ahead with changing of the name of the Clear Creek Fire Commission, with a revised agreement to bring back to the February 9, 2010 Regular Council Meeting. CARRIED

PUBLIC WORKS
Policy 3220 –
Community Facility
Grader Service Policy

Administration presented this Committee with a revised copy of Policy 3220, Community Facility Grader Service.

P019(01/19/10)

RESOLUTION by Councillor Klassen that this Committee recommends that Administration present Policy 3220, Community Facility Grader Service Policy, as revised, adding Clear Hills County will remove snow to local recreation/community facilities as needed at the discretion of the Public Works Manager or his representative when time permits to Council for approval at the Regular Council meeting on January 26, 2010. CARRIED.

Policy 3206 - Fencing

Administration presented this Committee with a revised copy of Policy 3206, Fencing.

P020(01/19/10)

RESOLUTION by Councillor Moedt that this Committee recommends that Administration present Policy 3206, Fencing, as revised, adding 3.2 During County operations, fences that are in the right of way will not be repaired or replaced if damaged, to Council for approval at the Regular Council meeting on January 26, 2010. CARRIED.

Policy 3223 –
Driveway
Snowplowing

Administration presented this Committee with a revised copy of Policy 3223, Driveway Snowplowing.

P021(01/19/10)

RESOLUTION by Councillor Croy that this Committee recommends that Administration present Policy 3223, Driveway Snowplowing, as revised, adding to 4.2 citizens *who have not previously signed a Snowplowing Waiver*, to Council for approval at the Regular Council meeting on January 26, 2010. CARRIED.

Policy 3203 –
Approach
Construction

Administration presented this Committee with a revised copy of Policy 3203, Approach Construction.

P022(01/19/10)

RESOLUTION by Councillor Klassen that this Committee recommends that Administration present Policy 3203, Approach Construction, as revised, adding to 1.1 following County specifications and development standards and amending the specification to a minimum 12 meter top for all new approaches, to Council for approval at the Regular Council meeting on January 26, 2010. CARRIED.

Policy 3240 –
Water Plant
Protection from
Contamination

Administration presented this Committee with a draft copy of Policy 3240, Water Plant Protection from Contamination.

P023(01/19/10)

RESOLUTION by Councillor Moedt that this Committee recommends that Administration compile further information on Policy 3240, Water Plant Protection from Contamination, and develop a revised policy, and bring back to a future Policy & Priorities meeting. CARRIED.

Policy 3239 –
Land/Transfer Station
Cold Weather Policy

Administration presented this Committee with a draft copy of Policy 3239, Land/Transfer Station Cold Weather Policy.

P024(01/19/10)

RESOLUTION by Councillor Johnson that this Committee recommends that Administration present Policy 3239, Land/Transfer Station Cold Weather, as drafted, at the Regular Council meeting on January 26, 2010. CARRIED.

ADJOURNMENT

Reeve Nykolyshyn adjourned the Policies & Priorities Committee meeting of January 19, 2010 at 3:37 p.m.

DATE

CHAIR

DATE

CHIEF ADMINISTRATIVE OFFICER

DATE

OFFICIAL ADMINISTRATOR,
Aleks Nelson or Sandra Dohei