



**C080317**

## **Minutes**

**REGULAR MEETING OF TURNER VALLEY TOWN COUNCIL  
HELD IN THE TURNER VALLEY COUNCIL CHAMBERS**

**March 17, 2008**

**At 7:00 pm**

**Public Hearing 6:00 pm**

**PRESENT**

Mayor Dona Fluter

Councillors: Barry Williamson, Garry Pollock, Nathan Jones, David Roberts, George Wallace

CAO - Stan Ogrodniczuk

Executive Assistant - Liza Nicholls

Planner/Development Officer – Jonathan Yuen

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**MEETING CALLED TO ORDER BY MAYOR DONA FLUTER at 7:00 pm**

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**1. ADOPTION OF THE AGENDA**

**Note to Council from CAO that Chamber of Commerce wishes to be added as a Delegation the first meeting in April**

**Deletions - CAO wished to have Policies 5-I thru K deleted from agenda**

**Additions – Bylaw 945-08 – change to Land Use bylaw**

**1- MOTION by Councillor Barry Williamson to accept agenda with the above changes – CARRIED**

## 2. QUESTION AND ANSWER

**Inquiry – A:** MIKE KING (Chamber of Commerce) - Currently the Chamber of Commerce and Gordon Day have the Flare n' Derrick booked for the same day – April 9<sup>th</sup>. Mike will contact Gordon Day to see what time he will require F & D for Birth of a Nation. Mike also mentioned that the Chamber of Commerce is currently in discussions with both Black Diamond and Turner Valley regarding the need for new signage for both towns

**Response:** Mayor Flutter mentioned that Gordon Day may only be using the parking lot to the Flare n' Derrick prior to his parade.

**Inquiry – B:** A resident wished to discuss the reservoir and sewerlines etc. She mentioned that although she doesn't live in Royalite or Bailey Hill where the new sewerline replacement is taking place, she is familiar with MGA and Local Improvement procedures. This resident stated that she will also be requiring sewerline improvements in the next year and all residents should be treated equally when there is a Local Improvement charge.

. She didn't believe comments made by resident at the March 03<sup>rd</sup> Town Council meeting were well deserved. She believes the resident should apologize to town Administration and Council.

**Inquiry - C** – A resident from the Poverty flats area asked Council when sewerlines are going to be replaced in his neighborhood. Can new homes be built using the existing septic fields until the new sewerline installed?

**Response:** Mayor Flutter mentioned to the resident that he should arrange to meet with the CAO and Town Planner for further clarification on this.


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## 3. DELEGATIONS

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## 4. ADOPTION OF THE MINUTES

### a) Adoption of February 19,2008 minutes

  
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**2- MOTION by Councillor Garry Pollock to adopt February 19, 2008 minutes - CARRIED**

### b) Adoption of March 03, 2008 minutes

**3- MOTION by Councillor George Wallace to adopt March 03, 2008 minutes - CARRIED**

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**5. POLICIES AND BYLAWS**

- a. **Bylaw 947-08** - Being a bylaw of the Town of Turner Valley, in the province of Alberta for a purpose of establishing a Joint Council Steering Committee whereas the Councils for the Town of Turner Valley and the Town of Black Diamond have agree to form a joint committee to discuss any item, issue or proposal of common interest to both Towns.

- 1<sup>st</sup> reading

**4- MOTION by Councillor Barry Williamson to pass 1<sup>st</sup> reading - CARRIED**

- 2<sup>nd</sup> reading

**5- MOTION by Councillor Nathan Jones to pass 2<sup>nd</sup> reading - CARRIED**

**6- MOTION by Councillor Barry Williamson to give 3<sup>RD</sup> reading – CARRIED**

**7- MOTION by Councillor Garry Pollock to pass 3<sup>rd</sup> reading – CARRIED**

**8- MOTION by Councillor Garry Pollock to amend Bylaw 947-08 to include Village of Longview as well which will also require 2 members to attend meetings. - CARRIED**

- b. **Bylaw 941-08** - The purpose of Bylaw 08-941 is to amend Figure 7, “Development Concept” of the Dunham Area Structure Plan Bylaw 94-692 by:
- Changing the future use of lands described as Block 20, Plan 811 0560 and Lot 7, Block 20, Plan 811 0560, known as 211 Dunham Lane NW, containing +/- .89 hectares (2.2 acres) from **Medium Density Residential** to **Low Density Residential** as shown in map below, for the purpose of constructing single detached dwellings
  - Depicting a development concept of lands described as Block 20, Plan 811 0560 and Lot 7, Block 20, Plan 811 0560, known as 211 Dunham Lane NW, containing +/- .89 hectares (2.2 acres) to contain a single road with cul-de-sac with direct access to Dunham Lane NW

**9- MOTION by Councillor Barry Williamson to amend above bylaw recommendation requesting 16 meters for the pathway. Amend this to recommending 5 meters. - CARRIED**

- 2<sup>rd</sup> reading

**10- MOTION by Councillor Nathan Jones to pass 2<sup>nd</sup> reading – CARRIED**

- 3<sup>rd</sup> reading

**11- MOTION by Councillor Barry Williamson to pass 3<sup>rd</sup> reading - CARRIED**

(see attachment below)

- c. **Bylaw 942-08** – The purpose of Bylaw 08-942 is to amend Schedule A of Section 12.3.0 of the Land Use Bylaw by:
  - Re-designating lands described as Block 20, Plan 811 0560 and Lot 7, Block 20, Plan 811 0560, known as 211 Dunham Lane NW, containing +/- .89 hectares from **Highway Commercial District (C-HWY)** to **Residential General Single Detached District (R-1X)** as shown in map below, for the purpose of constructing single detached dwellings
    - 2<sup>rd</sup> reading

**12- MOTION by Councillor Garry Pollock to pass 2<sup>nd</sup> reading – CARRIED**

- 3<sup>rd</sup> reading

**13- MOTION by Councillor George Wallace to pass 3<sup>rd</sup> reading - CARRIED**



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- d. **Bylaw 945-08** - Being a bylaw to amend the Land Use Bylaw 03-869 of the Town of Turner Valley, in the Province of Alberta by:
  - Amending the Land Use Map of Land Use Bylaw 03-869 by re-designating lands described as Part Lot 10, Block 2, Plan 791 0635, containing +/- .138 hectares (+ /- 0.341 ac.) and a portion of land described as Part NE ¼ Section 1-20-3-W5M containing +/- 0.04 hectares (+/- 0.10 ac.) from **Residential Single Detached District (R-1)** and **Residential General Single Detached District (R-1X)** to **Direct Control District (DC-4)**
    - 1<sup>st</sup> reading

**14- MOTION by Councilor George Wallace to pass 1<sup>st</sup> reading - CARRIED**

**15- MOTION by Councilor Garry Pollock to pass 2<sup>nd</sup> reading - CARRIED**

**16- MOTION by Councilor Garry Pollock to hold 3<sup>rd</sup> reading - CARRIED**

**17- MOTION by Councilor Barry Williamson to pass 3<sup>rd</sup> reading - CARRIED**

- e. **Bylaw 946-08** – Being a bylaw to amend the Land Use Bylaw 03-869 of the Town of Turner Valley, in the Province of Alberta by:

- Amending the Land Use Map of Land Use Bylaw 03-869 by re-designating lands described as Part Lot 10, Block 2, Plan 791 0635, containing +/- .33 hectares (+/- .82 acres) from Residential Single Detached District (R-1) to Residential Two Dwelling District (R-2)

- 1<sup>st</sup> reading

**18- MOTION by Councilor Barry Williamson to pass 1<sup>st</sup> reading - CARRIED**

**19- MOTION by Councilor Garry Pollock to pass 2<sup>nd</sup> reading - CARRIED**

**20- MOTION by Councilor Barry Williamson to hold 3<sup>rd</sup> reading - CARRIED**

**21- MOTION by Councilor Garry Pollock to pass 3<sup>rd</sup> reading - CARRIED**

- f. **Bylaw 932-07** – Being a bylaw to amend the Land Use Bylaw 03-869 of the Town of Turner Valley, in the Province of Alberta by:

- Reclassifying lands described as Block 2, Plan 8110166, containing +/- .469 acres from Central Business (CB) to Light Industrial (M-1)

- 2<sup>nd</sup> reading

**22- MOTION by Councilor David Roberts to pass 2<sup>nd</sup> reading – CARRIED**

- 3<sup>rd</sup> reading

**23- MOTION by Councilor Barry Williamson to pass 3<sup>rd</sup> reading - CARRIED**  
(see attachment below)

- g. **Bylaw 934-07** – Being a bylaw to amend the Land Use Bylaw 03-869 of the Town of Turner Valley, in the Province of Alberta by:

- Designating lands described as Block 2, Plan 8110166, containing +/- .469 acres to Light Industrial (M-1)

- 2<sup>nd</sup> reading

**24- MOTION by Councilor Garry Pollock to pass 2<sup>nd</sup> reading - CARRIED**

- 3<sup>rd</sup> reading

**25- MOTION by Councilor David Roberts to pass 3<sup>rd</sup> reading – CARRIED**  
**Jonathan Yuen left Council Chambers**



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- h. **Bylaw 944-08**– Being a bylaw of the Town of Turner Valley, in the Province of Alberta:

- This by-law authorizes the Council of the Municipality to incur an indebtedness by the issuance of borrowing (the "borrowing") to the Royal Bank of Canada or other financial institution for the purpose of constructing a Sanitary Sewer Main Line on Decalta Road and Southwood Road.

- 1<sup>st</sup> reading

**26- MOTION by Councilor Garry Pollock to pass 1<sup>st</sup> reading - CARRIED**



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- i. **Bylaw 943-08**– Being a bylaw of the Town of Turner Valley, in the Province of Alberta:
  - This by-law authorizes the Council of the Municipality to incur an indebtedness by the issuance of borrowing (the "borrowing") to the Royal Bank of Canada or other financial institution for the purpose of constructing a Sanitary Sewer Main Line on Royalite Way

▪ 1<sup>st</sup> reading

**27- MOTION by Councilor Barry Williamson to pass 1<sup>st</sup> reading - CARRIED**



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**FOLLOWING ITEMS FORMALLY 5 I-L NOW 5 J-M DELETED (as mentioned when adopting agenda)**

- j. **Policy 3.7.1 – Employment Agreement** – to change the Turner Valley Municipal Office hours of operation from 7:30 am – 4:30 pm **to** 8:00 am – 4:30 pm. Currently, the office does not open to the public until 8:00 am. Black Diamond and Turner Valley Municipal office hours would then coincide with each other.



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- k. **Policy 6.5.4.1 – Personal Fridays** – The current policy states permanent employees are to receive one Friday off per month with pay. The change would entitle permanent employees to have one Friday off per three week period. Black Diamond and Turner Valley Municipal offices would then coincide with each other on this policy.




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- l. **Policy 6.5.4.2 – Personal Fridays** – The current policy reads that in order to receive one Friday off per month, the permanent employee must work an extra ½ hour per day between the hours of 7:30 am and 4:30 pm. The change would be in order for permanent employees to receive one Friday off per three week

period they must work an additional ½ hour per day between the hours of 8:00 am and 4:30 pm. Black Diamond and Turner Valley Municipal offices would then coincide with each other on this policy.

  
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- m. Policy 6.5.4.4 – Personal Fridays – The current policy states that Personal Fridays can not be banked. The change should allow employees to bank their Personal Friday enabling them to take the day when better suited either for the Town or the employee due to unforeseen circumstances or appointments.


  
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## 6. NEW BUSINESS


- a) Proclamation required entitled “World Malaria Day” April 25<sup>th</sup>

  
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### **28- MOTION by Councilor George Wallace to file as information only – no proclamation made - CARRIED**


- b) Proclamation required entitled “Birth of a Nation Day” April 9<sup>th</sup> for the Town of Turner Valley – also states that Turner Valley supports the Turner Valley Legion #78 and encourages the Government of Canada to recognize April 9<sup>th</sup> as Birth of a Nation.  
(discussed at March 3, council meeting – require motion only)

  
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### **29- MOTION by Councilor George Wallace to proclaim “Birth of a Nation Day” April 9<sup>th</sup> and to have council participate in parade. Copy of Proclamation to be sent to Ted Menzies and Ted Morton - CARRIED**


- c) Require motion to destroy all remaining October 15<sup>th</sup> , 2007 election materials

  
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**30- MOTION by Councilor Barry Williamson to destroy remaining October 15<sup>th</sup> election materials. – Councillor David Roberts obtained from vote.- CARRIED**


d) Candor Properties Ltd. and Sanitary Lift Station Installation, Okalta Road

  
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**31- MOTION by Councilor Garry Pollock to add item to old business - CARRIED**

e) Telus Communications Inc vs Minister of Municipal Affairs – for council information only

  
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**32- MOTION by Councilor Garry Pollock to add item to old business - CARRIED**

**33- MOTION by Nathan Jones to support Petawawa and Troops – Town vehicles will accommodate ribbons. Need to purchase ribbons from Legion. - CARRIED**

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## **7. OLD BUSINESS CARRIED FORWARD**

- a) **16<sup>th</sup> Avenue Maintenance – CAO**  
2007/11/05 – applied to have 16<sup>th</sup> Avenue classified as a resource road  
2008/01/08 – application submitted by Roy R. McLean  
(Municipal District of Foothills No 31) (see new business item 7 f )  
2008/02/04 – no new information
- b) **Dunham Lane NW – CAO**  
2007/11/05 – in process of having road annexed

2008/01/08 – When construction completed, developers to have road rebuilt to previous standards (gravel only) then town will proceed with annexation

**c) Encroachment Agreement with MD of Foothills #31 resident – CAO and Lawyers**

2007/09/04 – Councillor Dona Fluter spoke to resident – need to write letter advising resident that building must be removed by December 31, 2007.

2007/09/17 – letter has been sent to resident – no response

2007/11/05 – CAO to write final letter to resident

2008/01/08 – no response from resident

11- MOTION by Garry Pollock for CAO to proceed legally-CARRIED

2008/01/21 – sent to lawyers office

**d) Government Relations Advisory Committee to Report on the Oil & Gas Industry Reclamation Clean-up – Committee Members**

Committee to meet and write Terms of Reference, etc. and present to Council for Discussion/Approval – In Progress, two meetings have been held.

2007/08/31 Current council decided to leave this to the newly appointed council

2007/09/17 – per Council- lots of interest from everywhere regarding this issue.

**34- MOTION by Councillor George Wallace to add this item under Councillor Barry Williamson's Committee reports - CARRIED**

**e) L.A.B / Home Hardware / Long term Local Businesses - Council and EDC committee**

2007/09/04 – Councillor Barry Williamson will check with Community Futures to see if anything can be arranged for a farewell and include Town Council.

2007/09/17 – no response to date from Monique (Community Futures)

2007/11/05 – Executive Assistant will contact Wolfpack Studios to create plaques. We will book Flare n' Derrick for event, arrange food and drinks. Bev Goble will be contacted to help get word out to residents.

2007/12/03 - Wolfpack does not make plaques. They simply draw up the design for you. Nathan knew the following company and had the plaques done Terry Brown with Express Badges. They are currently at the town office and look great.

2008/01/08 – Nathan/Barry/George - Economic Development Committee to organize this event. Need to contact volunteer resident to assist.

12- MOTION by Councillor Garry Pollock for EDC to organize event CARRIED

2008/02/04 – need to discuss progress

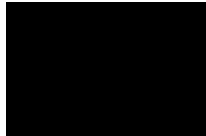
2008/03/11 – Flare n' Derrick is tentatively booked for event on April 05,

2008 1:00pm – 4:00pm.

**35- MOTION by Councillor David Roberts to give \$500.00 to Bev Goble to aid in planning event - CARRIED**

- f) **Royalite Way SE and Bailey Hill Sewage Line - CAO**  
2007/11/05 – in process of tendering  
2008/01/08 – tender results in for sewer replacement lines from MPE Engineering Ltd. ( new business item 7e)  
2008/02/04 – steps ahead
- tender accepted
  - Bylaw to proceed with Local Improvement Tax
  - Costs both to Town and residents
- 2008/02/19 – letters to be sent to residents informing them of payments structure – 1<sup>st</sup> reading of bylaw will be March 03, 2008. Must be handled as a Local Improvement Tax and cannot be added or included on Utility Billing. Local Improvement can be paid out, on TIPP and paid monthly with taxes, or paid annually.  
2008/02/22 – letters were sent to residents with a printout of MGA section, payment options and breakdown.  
2008/03/17 – Bylaw presented to council for 1<sup>st</sup> reading  
2008/03/17 – notice on front door of homes – work is starting – no parking on front street
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8. **PROGRESS REPORT ON CURRENT OR PROPOSED PROJECTS**



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9. **ADMINISTRATION REPORTS**

- a) **Public Works & Utilities & Recycle**
  - b) **Disaster Services**
  - c) **FCSS**
  - d) **Fire Department**
  - e) **Turner Valley Protective Services**
  - f) **Finance Manager**
  - g) **Chief Administrative Officer**
    - Auditors report coming in the next 2 weeks
    - Continue with testing reservoir and filling
  - h) **RCMP Mayor's Quarterly Report**
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10. **COMMITTEE REPORTS AND MINUTES**

**a) Nathan Jones**

- Parks , pathways and rec – proposal shown to planner for pathway thru town and benches around gazebo

**b) Dona Fluter**

- Turner Valley Oilfield Society minutes of February 28<sup>th</sup>, 2008



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**c) Garry Pollock**

- Library Board minutes Jan 03, 2008
- Library Board minutes Feb 14, 2008
- CRWRP minutes of February 13, 2008
- Disaster services – meet with Chris Hutchinson – discuss need to unite Turner Valley with Black Diamond disaster services
- Funding (addition) – new members coming aboard



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**d) Barry Williamson**

- Chamber of Commerce Annual Meeting Minutes May 9, 2007, 2007 Financial Statement, Treasurers report Jan 2008



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**e) George Wallace**

**f) David Roberts**

**g) Health, Safety and Risk Control Committee**

- minutes of March 6, 2008



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11. UPCOMING MEETINGS COUNCIL MUST MOTION and/or SCHEDULE


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12. IN CAMERA

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13. INFORMATION ITEMS & Correspondence

a) Best of buzz newsletter

  
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b) The Great Canadian Barn Dance & Family Campground

  
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c) Letter from Minister Ray Danyluk re: MSI funding guidelines

  
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14. ADJOURNMENT

**36- MOTION by Councillor Nathan Jones to adjourn at 9:00 pm – CARRIED**

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**MAYOR**

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**CHIEF ADMINISTRATIVE  
OFFICER**