

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held September 10, 2019, in the Clearwater County Council Chambers in Rocky Mountain House.

1. CALL TO ORDER:

The Meeting was called to order at 9:00 am by Reeve Duncan with the following in attendance:

Reeve
Councillors

Jim Duncan
John Vandermeer
Cammie Laird
Daryl Lougheed
Michelle Swanson
Tim Hoven
Theresa Laing

Staff:
CAO
Recording Secretary
Director, Planning and Development
Director, Corporate Services
Senior Planner
Manager, Information & Technology
Systems Administrator
Communications Coordinator
Administrative Assistant

Rick Emmons
Tracy Haight
Keith McCrae
Murray Hagan
Jose Reyes
Cam McDonald
Mike Bell
Djurdjica Tutic
Allanah McLean

Public:

Media:

Adam Ophus
Dianne Spoor
Helge Nome

2. AGENDA ADOPTION:

COUNCILLOR SWANSON:

That the September 10, 2019 Regular Meeting Agenda is adopted as presented.

347/19

CARRIED 7/0

3.ADOPTION OF MINUTES:

3.1 August 27, 2019 Regular Meeting of Council Minutes

COUNCILLOR LOUGHEED:

That the Minutes of the August 27, 2019, Regular Meeting are adopted as presented.

348/19

CARRIED 7/0

COUNCILLOR SWANSON:

That Council holds a Public Hearing on proposed Bylaw 1070/19 Application No. 06/19 to amend the Land Use Bylaw.

349/19

CARRIED 7/0

4.PUBLIC
HEARING:

4.1 Bylaw 1070/19 Application No. 06/19 to amend the Land Use Bylaw

A record of the public hearing held on proposed Bylaw 1070/19 is attached as Appendix 'A' and considered to be a part of these minutes. The public hearing commenced at 9:01 am and closed at 9:10 am.

5.PLANNING &
DEVELOPMENT:

5.1 Consideration of Second and Third Readings - Bylaw 1070/19 Application No. 06/19 to amend the Land Use Bylaw

The purpose of Bylaw 1070/19 is to amend the Land Use Bylaw 714/01 to add a Nordegg Manufactured Home District 'NMH' and redesignate +/-7.83 acres from the Agriculture District 'A' to the Nordegg Manufactured Home District 'NMH' on a portion of land located at NW 27 40 15 W5M.

K. McCrae and R. Emmons responded to questions and explained that the Nordegg Development Plan addresses Alberta Transportation comments by identifying Highway 11 intersectional treatment, including highway lighting and realignment of the main access in the plan.

J. Reyes responded to questions and explained municipal comparatives were used to determine lot sizes in the Nordegg Manufactured Home District and he noted the lots are unique to the area and sizes are either comparable to or bigger than other urban mobile home parks.

Discussion took place on creating additional opportunity for Nordegg residents to voice concerns and provide additional feedback on the proposed bylaw and future development in Nordegg.

COUNCILLOR LAING: That Council tables second and third readings of Bylaw 1070/19 until an open house is held in Nordegg to obtain feedback from Nordegg residents on the proposed bylaw.

350/19

CARRIED 5/2

5.2 Consideration of First Reading of Bylaw 1072/19 for Application No. 07/19 to amend the Land Use Bylaw

The purpose of Bylaw 1072/19 is to amend the Land Use Bylaw 714/01 to redesignate +/- 29.92 acres of land located at NW 32 38 06 W5M from Light Industrial District 'LI' to Agriculture District 'A'.

COUNCILLOR LAING: That Council grants first reading of Bylaw 1072/19 to amend the Land Use Bylaw 714/01 to redesignate +/- 29.92 acres of land located at NW 32 38 06 W5M from Light Industrial District 'LI' to Agriculture District 'A'.

351/19

CARRIED 7/0

**CORPORATE
SERVICES:**

6.1 Operating and Capital Financial Report to June 30, 2019

Clearwater County's second quarter unaudited Capital and Operating Financial Report, as of June 30, 2019, were reviewed.

R. Serhan responded to question and confirmed the Province is committed to pay out of the Municipal Sustainability Initiative program for 2019 however, the Province has indicated a possibility of decreased amounts in the future.

COUNCILLOR LOUGHEED: That Council receives the June 30, 2019, Capital and Operating Financial Report for information as presented.

352/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 9:55 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 10:05 am.

**OFFICE OF
THE CAO:**

7.1 Employment Related Policies

J. Anderson presented the draft HR-1007 Employee Compensation policy for review. The policy states that Clearwater County will provide an employee compensation program, defines 'compensation' and explains the purpose and principles of compensation.

COUNCILLOR LAIRD: That Council adopts the HR-1007- Employee Compensation Policy, effective September 10, 2019.

353/19

CARRIED 7/0

7.2 CAO Updated Job Description

J. Anderson presented draft revisions to CAO Job Description that show changes to direct reports, addition of workplace environmental hazards and new formatting.

Discussion took place and it was noted to amend 'Frequent exposure to irate public' to 'Occasional exposure to irate public' in the 'Environmental and Physical Working Conditions/Hazards' section.

COUNCILLOR SWANSON: That Council approves the CAO Job Description as amended, effective September 10, 2019.

354/19

CARRIED 7/0

REPORTS:

8.1 CAO's Report

Discussion took place on the September 10, 2019, CAO's Report as submitted.

	COUNCILLOR LAIRD:	That Council authorizes councillors' attendance at the Minister of Justice and Solicitor General's 'Talking Rural Crime' tour events during September 2019.
355/19		CARRIED 7/0
	COUNCILLOR LAIRD:	That Council sends a letter to the Minister of Justice and Solicitor General encouraging the Minister to schedule and attend a 'Talking Rural Crime' event in Clearwater County.
356/19		CARRIED 7/0
INFORMATION:	<u>8.2. Public Works Report</u>	
		Discussion took place on the September 10, 2019 Public Works Report, as submitted.
	<u>8.3 Councillor Reports</u>	
		Reeve Duncan and Councillor Laird reported on meetings and events they attended on behalf of Clearwater County from August 23 to September 9, 2019.
	COUNCILLOR LAIRD:	That Council receives the CAO's Report, Public Works Report, and Councillor Reports for information as presented.
357/19		CARRIED 7/0
RECESS:		Reeve Duncan recessed the meeting at 10:30 am.
CALL TO ORDER:		Reeve Duncan called the meeting to order at 10:42 am.
CLOSED SESSION:	COUNCILLOR HOVEN:	That Council approves meeting as a Committee of the Whole in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 197 of the Freedom of Information and Protection of Privacy Act (FOIP), to discuss Items 9.1 2019 Intermunicipal Mediation – FOIP s.27 Disclosure Harmful to Intergovernmental Relations at 10:46 am.
358/19		CARRIED 7/0

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion on 9.1 2019 Intermunicipal Mediation – FOIP s.27 Disclosure Harmful to Intergovernmental Relations: R. Emmons (Advice), M. Hagan (Advice), and T. Haight (Clerk).

COUNCILLOR LAING: That Council reverts the meeting to an open session at 12:01 pm

359/19 CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 12:01 pm.

CALL TO ORDER: Reeve Duncan called the meeting to order at 12:45 pm.

CLOSED SESSION: COUNCILLOR VANDERMEER: That Council approves meeting as a Committee of the Whole in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 197 of the Freedom of Information and Protection of Privacy Act (FOIP), to discuss Item 9.2 Labour: Ed Gross, hr Outlook Human Resources Consulting Group Inc – FOIP s.15 Disclosure Harmful to Personal Privacy at 12:46 pm.

360/19 CARRIED 7/0

Pursuant to Section 197(6) of the Municipal Government Act, Consultant Ed Gross, hr Outlook Human Resources Consulting Group Inc., was in attendance in the closed session discussion on 9.2 Labour: Ed Gross, hr Outlook Human Resources Consulting Group Inc – FOIP s.15 Disclosure Harmful to Personal Privacy.

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion on 9.2 Labour: Ed Gross, hr Outlook Human Resources Consulting Group Inc – FOIP s.15 Disclosure Harmful to Personal Privacy.

R. Emmons (Advice), M. Hagan (Advice), J. Anderson (Advice), T. Haight (Clerk).

COUNCILLOR SWANSON: That Council reverts the meeting to an open session at 1:58 pm.

361/19 CARRIED 7/0

COUNCILLOR LAING:

That Council receives the '2019 Clearwater County Compensation and Benefits Review' for information as presented by Ed Gross, hr Outlook Human Resources Consulting Group Inc.

362/19

CARRIED 7/0

ADJOURNMENT:

COUNCILLOR SWANSON:

That the Meeting adjourns at 1:58 pm

363/19

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER