

Minutes of the Strategic Planning Committee of Council meeting held June 17, 2019 in the Clearwater County Council Chambers in Rocky Mountain House, Province of Alberta.

CALL TO ORDER: The Meeting was called to order at 9:03 am by Reeve Duncan with the following being present:

Reeve:	Jim Duncan
Councillors:	John Vandermeer
	Cammie Laird
	Daryl Lougheed
	Tim Hoven
	Michelle Swanson
	Theresa Laing
Staff:	
Chief Administrative Officer	Rick Emmons
Recording Secretary	Whitney Wedman
Director, Ag & Community Services	Matt Martinson
Director, Public Works Infrastructure	Erik Hansen
Director, Public Works Operations	Kurt Magnus
Manager, Legislative Services	Christine Heggart
Communications Coordinator	Djurdjica Tutic
Senior Planner	Jose Reyes
Heritage Coordinator	Amanda Rodriquez
Director, Planning & Development	Keith McCrae
Manager, Financial Services	Rhonda Serhan

**AGENDA
ADOPTION:**

'Intermunicipal Fire Rescue Services Agreement' Closed Session Agenda Item was added to the agenda.

D. Lougheed motioned that the Committee adopts the Strategic Planning Committee of Council June 17, 2019 agenda as amended.

CARRIED

MINUTES:

1. April 15, 2019 Strategic Planning Committee Meeting Minutes

M. Swanson motioned that the Minutes of the February 25, 2019 Strategic Planning Committee Meeting are adopted as circulated.

CARRIED

**EMERGENCY &
LEGISLATIVE
SERVICES:**

1. Community Peace Officer Authorization

C. Heggart reported on the Alberta Association of Community Peace Officers (AACPO) proposal for extended authority for Community Peace Officers (CPO's) in Alberta, including the business plan, traffic study PowerPoint presentation and recent correspondence from the Solicitor General's office.

C. Heggart provided background information regarding the CPO exemptions of patrolling 1- & 2-digit Primary Highways, including previous Council's support, which included the following recommendations:

1. That Municipalities be able to apply for expanded authority to conduct enforcement duties on 1 and 2 Primary Digit highways specific to addressing public safety concerns while travelling to and from locations within their home municipal jurisdictions.

- 2. That the authority be restricted to public safety specific situations and is not used as a primary enforcement tool.
- 3. That Municipalities have the option to apply or opt out of this expanded authority to enhance public safety within their areas.
- 4. That the AACPO continue to work with Authorized Employers to ensure open and transparent communication regarding this proposal.

Council discussed the need for more patrols, the benefit for public safety and if this would be a help or hindrance to the RCMP.

The Committee directs staff to inquire with the RCMP on the CPO authorization.

**PUBLIC
WORKS:**

1. Paving Priorities

At Council's May 28, 2019, Regular Meeting, Council discussed that Administration should bring back a paving priorities agenda for further discussion. E. Hansen spoke on the policy and questioned if there are any changes that the committee would like to see for the policy.

The Committee discussed traffic levels, disaster planning, and what the estimate of 1.4 million dollars per mile consists of (reconstructed and rebuilt from gravel to paved road).

What the 1.4 mill/mile – reconstructed and rebuilt – gravel to paved road.

E. Hansen mentioned that Public Works assesses the economics to pave a gravel road at 350 to 400 vehicles a day.

The Committee would like to see additions to the policy as follows: (6) traffic counts, availability of funding and quality of life considerations, (7) (7) move from Procedure to Policy.

R. Emmons left the meeting 10:27

Discussion ensued regarding reserve funding on a criteria list, policy flexibility, paving costs, traffic counts, and dust suppression possibilities.

R. Emmons joined the meeting 10:30

The Committee discussed Council's 10-year plan: Taimi Road, North Saskatchewan River Park, and Project X.

The Committee would like the North Saskatchewan River Park to be brought to the next ICC meeting.

The Committee directs Administration to recommend three priorities for Project X to Council in early September.

RECESS:

The meeting recessed at 10:42 am.

CALL TO ORDER:

The meeting was called to order at 10:52 pm. with the following people present: Reeve Duncan, Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons.

**PLANNING &
DEVELOPMENT:**

1. Hamlet of Nordegg

K. McCrae reported on the history of Nordegg, the five development nodes, and the significant potential of the hamlet (recreation and residential).

The manufactured home subdivision map was presented and discussed. The map illustrated the maximum home size for each particular lot, approaches and parking for each home. The placement of the homes would be two feet from the property boundary giving the residents more living space or space for deck, addition, or car port.

M. Martinson joined the meeting 11:01

Concerns regarding the lot size of the home subdivision and storage options were voiced.

Discussion ensued regarding the addition of park models or dedicating a cul-de-sac specifically for park models, storage options for residents, modular homes/tiny homes, age restriction on the homes, proposed pricing, scale of affordability, cost of development, and financial assistance.

R. Emmons left the meeting 11:49

Staff accommodations were discussed with three options for future housing. The purchase of a building in the industrial park, using the modular homes, and rent to own modular home.

R. Emmons joined the meeting 11:55

Discussion ensued regarding rent to own opportunities and incentive for residents to move.

RECESS: The meeting recessed at 12:10 pm.

CALL TO ORDER: The meeting was called to order at 12:51 pm. with the following people present: Reeve Duncan, Councillors Vandermeer, Laird, Loughed, Laing, Hoven and Swanson; R. Emmons, M. Martinson, J. Reyes, A. Rodriguez, K. McCrae, R. Serhan, E. Hansen, K. Magnus, W. Wedman.

Prices per lot ranging from \$55,000 to \$75,000 were presented and approved by the Committee. Three lots will be saved for potential County staff housing.

Future removal of existing manufactured homes was discussed at length. The committee discussed optional ways to equitably terminate the leases as per the lease agreements in light of the current lessee's situations. Written notice of zoning changes, addressing the term of lease, purchasing opportunities with first right of refusal and relocation deadline will be sent to the residents per the lease agreements. The Committee were not inclined towards being landlords. Extension applications/qualifiers were discussed. The timeline for moving will be determined by the completion of the new manufactured home subdivision.

RECESS: The meeting recessed at 1:38 pm.

CALL TO ORDER: The meeting was called to order at 1:44 pm. with the following people present: Reeve Duncan, Councillors Vandermeer, Laird, Loughed, Laing, Hoven and Swanson; R. Emmons, M. Martinson, J. Reyes, A. Rodriguez, K. McCrae, R. Serhan, E. Hansen, K. Magnus, W. Wedman.

Upper Centre Street

The Committee directed staff to look into selling or removing the "blue shop" in Nordegg, that is presently being used by the County as a Public Works building. Staff will look into the purchase of a shop in the Industrial Subdivision as well as speak with the Province regarding the sale of their shop on Highway 11 for possible storage.

The Committee directs staff to draft a letter to the Ministers requesting information on the progress on the other four development nodes. And what their plans are for the highways shop on Hwy 11.

Residential Phase 1: (Historic Core Town Centre)

K. McCrae reported that the upper center street should be developed before the residential phase 1, as phase 1 was meant to be complimentary to upper center street. The cost per lot ranges from \$80,000 to \$95,000.

It was suggested to use one of the lots as a showcase home. The Committee discussed acquiring a partner to develop one or more homes to display the vision of the Nordegg Development Plan. Staff were directed to inquire and begin preliminary work on a 3-D digital tour and a showcase ready to move (RTM) home with estimated costs by the next strategic planning meeting. The budget implications would be reviewed at the fall budget meetings.

Staff Housing

The Committee recognized the immediate need for storage and staff housing; as such, the Committee would like staff to pursue the purchase of the industrial parcel and leave three lots available in the manufactured home subdivision for potential County use.

The Committee made the suggestion of supplying mobile homes in the manufactured home subdivision specifically for Nordegg Full Time County Staff to have the opportunity to purchase at a lower down payment.

Nordegg Heritage Considerations

Brazeau Collieries Historic Mine Site

A. Rodriguez reported on the Brazeau Collieries Historic Mine Site and requested for the Committee to divulge their vision and level of commitment of the County for the mine site.

The Committee would like staff to draft a letter to Jason Nixon to ask what the Government of Alberta can do to help, ask the community of Nordegg what they would like to see for the Collieries, invite Ministers to visit the site and have a conversation about the vision of the County and the Province, and to set up a donation bin at the mine site while the internet is down. The Committee would also like to be sent the financial statements for the site from 2018.

Heritage Centre

A. Rodriguez reported that renovations have been completed at the heritage center. Visitors can explore the Museum exhibit, visitor information centre, café, and gift shop. The hours of operation are 9-5 and closed on Wednesdays.

R. Emmons left the meeting 3:17

OH&S has been adding many new regulations and there are now petitions from heritage societies across Alberta against the new volunteer regulations.

R. Emmons joined the meeting 3:19

A. Rodriguez will be looking into website optimization and a microsite through the County's website this fall.

Nordegg Museum

A. Rodriguez requested a decision about staying as a recognized museum and the Committee agreed to not pursue recognized museum status. They would like to see a redesign of the museum space and the development of a permanent exhibit. A. Rodriguez was directed to inquire about costs associated with a consultant to create a permanent exhibit and to bring budget implications to Council before budget meetings 2019.

Visitor's Services

A. Rodriguez reported that visitors have made numerous requests for a paved parking lot, but it is not feasible at this time. Temporary overflow parking is being looked into as well as expanding the current parking lot. The Committee directed staff to expand the parking lot with gravel on the north side of the Nordegg Resort Lodge.

Lower Stuart Street Commercial (Beer Cabin)

The Committee directed staff to draft an RFP to investigate interested buyers.

Trestles

Plan identifies that the trestles are in relatively good shape with annual deterioration. The Committee would like to see the trestles maintained.

Tourism Amenities

The Committee directed staff to investigate winterized outhouse options for the Community Centre. Staff were directed to research the cost of a map kiosk at the entryway into the hamlet.

Nordegg North Subdivision

K. McCrae reported on the Nordegg North Subdivision

1. Current restrictions on fences
2. Basement restrictions and occupancy restrictions on 'NLR' Parcels.
3. Non-motorized trails on Municipal Reserve Parcels in north Nordegg.

Discussion ensued regarding fencing requirements on the Nordegg North Subdivision.

C. Laird motion to go past 4:00 at 3:59

CARRIED

The Committee directs staff to amend the Bylaw for the Nordegg Leisure Residential District (NLR) to include basements and to remove the seasonal living restrictions. Trail markers will be placed selectively at trailheads where there have been complaints in the past.

Update Nordegg Development Plan

K. McCrae reported that the Development Plan would be an update and not a full review. There will be small changes to text with the bulk of the updates on the maps.

RECESS

The meeting recessed at 4:20 pm

CLOSED SESSION: The meeting was called to order at 4:25 pm with the following people present: Reeve Duncan, Councillors Laird, Loughheed, Laing, Hoven, and Swanson; R. Emmons

D. Lougheed motioned that the Committee approves meeting as a Committee of the Whole, to discuss additional Item Intermunicipal Fire Services Agreement, in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 16 Disclosure Harmful to Business Interests of a Third Party and Section 24 Advice from Officials of the Freedom of Information and Protection of Privacy Act at 4:25 pm.

CARRIED

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion with respect to additional Item Intermunicipal Fire Services Agreement:

R. Emmons (Advise), C. Heggart (Advise), Kurt Magnus (Advise).

T. Hoven Motioned that the meeting reverts to an Open Session at 5:56 pm

CARRIED

RECESS: The meeting recessed at 5:57 pm.

CALL TO ORDER: The meeting was called to order at 5:58 pm with the following people present: Reeve Duncan, Councillors Laird, Lougheed, Laing, Hoven and Swanson; R. Emmons

ADJOURNMENT: Reeve Duncan adjourned the meeting at 5:59 pm



REEVE



CHIEF ADMINISTRATIVE OFFICER