

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held February 11, 2014 in the Clearwater County Council Chambers in Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 9:00 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	Curt Maki
	Jim Duncan
	Theresa Laing
	Earl Graham
	Kyle Greenwood
Chief Administrative Officer:	Ron Leaf
Director, Corp Services:	Rudy Huisman
Recording Secretary:	Tracy Haight
	Erik Hansen
	Brad Welygan
	Kurt Magnus
	Brian Bilawchuk
	Christine Heggart
	Helge Nome
Media:	Sarah Maetche
	Rianne DeLange

**AGENDA:** Theresa Laing requested an addition as Item J1 – Approval to participate in the Elected Official Education Program (EOEP) – Municipal Finance course on March 17.

Ron Leaf requested an addition as Item G5 – Division Four By-Election.

**COUNCILLOR MAKI:** That the February 11, 2014 Regular Meeting Agenda be accepted as amended.

**048/14**

CARRIED 6/0

**CONFIRMATION  
OF MINUTES:**

**1. January 28, 2014 Regular Meeting Minutes**

**COUNCILLOR GRAHAM:** That the Minutes of the January 28, 2014 Regular Meeting be accepted.

**049/14**

CARRIED 6/0

**PUBLIC  
WORKS:**

**1. Policy Review - Final: Road Use for Industrial/Commercial Truck Hauls**

Erik Hansen presented the final draft of the Road Use Policy for Industrial/Commercial Truck Hauls. Mr. Hansen noted the policy has been amended as per Council's direction at the January 28, 2014 Council meeting.

**COUNCILLOR GREENWOOD:** That Council accepts the Road Use Policy for Industrial/Commercial Truck Hauls as presented.

**050/14**

CARRIED 6/0

**2. Bylaw 982/13 Road Allowance Permit – Third Reading**

COUNCILLOR MAKI:

That Council takes third reading of Bylaw 982/13 for Permitting of Road Allowance which lies between the E1/2 35 41 8 W5M and W1/2 36 41 8 W5M (approximately 6.10 acres more or less) from the table.

**051/14**

CARRIED 6/0

Brian Blawchuk provided background information on Bylaw 982/13 for permitting of an undeveloped road allowance which lies between E1/2 35 41 8 W5M and W1/2 36 41 8 W5M.

Mr. Blawchuk stated the applicant has since reconsidered and wishes to withdraw the application.

COUNCILLOR DUNCAN:

That Council grants third reading of Bylaw 982/13 for Permitting of Road Allowance which lies between the E1/2 35 41 8 W5M and W1/2 36 41 8 W5M (approximately 6.10 acres more or less).

**052/14**

DEFEATED 0/6

Discussion followed on the effect of fuel prices on the Winter Gravel Haul Program. Erik Hansen noted staff would review the program and bring recommendations based on historical information to the February 25 Council meeting.

Brian Blawchuk left the meeting. Rick Emmons, Keith McCrae, Eleanor Pengelly, and Kim Jakowski joined the meeting.

Reeve Alexander noted public inquiries have been made as to why signage has been posted banning industry usage of Range Road 6-2. Mr. Hansen supposed a company posted the signage to disallow industry usage of that road based on their own standards. Mr. Hansen noted the posted signage was not a directive from Clearwater County.

Brad Welygan left the meeting.

**PLANNING: 1. Bylaw 984/14 Land Use Amendment – First Reading**

Eleanor Pengelly presented an application to amend the Land Use Bylaw for Plan 812 1228 Lot 1 (PT SW 31 39 05 W5M) from Industrial District "I" to Country Residence District "CR" and noted the subject land is located eight miles east of Rocky Mountain House.

Ms. Pengelly provided background information on the application, reviewed sections of the Municipal Development Plan applicable to the application, and noted although the subject parcel is smaller than the standard lot size of 2.25 to 3.6 acres, the use of the parcel fits with the "CR" District.

COUNCILLOR GREENWOOD:

That Council grants first reading of Bylaw 984/14 and schedule a Public Hearing for March 25, 2014.

**053/14**

CARRIED 6/0

Eleanor Pengelly left the meeting.

## **2. Proposed Amendments to Planning and Development Policies**

Kim Jakowski presented the draft policy amendments to the Planning and Development Policies resulting from Council's approval of the fee schedule for land use amendment, subdivision, and development fees at the January 28, 2014 Council meeting.

Ms. Jakowski outlined the amendments to the following Planning and Development Policies:

- Application for Amendment to the Land Use Bylaw
- Application for Subdivision
- Subdivision of Lands Not Requiring an Amendment to the Land use Bylaw
- Combined Processing of an Application for a Land Use Amendment and an Application for Subdivision Approval
- Endorsement of Compliance

Ms. Jakowski noted the amendments will bring the policies in line with the Municipal Development Plan that was approved in 2010 and will include the approved "Schedule A - Fee and Refund Structure Planning and Development".

Ms. Jakowski stated the "Development Permit Fees, Lease Fees and Fees for Printed Materials" policy was amended to "Lease Fees and Fees for Printed Materials and Assessment Review Board Fees", and excludes pricing applicable to Planning and Development permit fees. A new policy, "Development Permit Fees, and Fees for Printed Materials" references the new fee schedule.

Staff responded to questions from Council and Rick Emmons explained including a schedule with the policy would simplify future fee updates without affecting the policy's intent.

COUNCILLOR DUNCAN:                      That Council approves the Planning and Development Policies as amended.

054/14

CARRIED 6/0

Kim Jakowski left the meeting.

## **3. "Draft South Saskatchewan Regional Plan" Update**

Keith McCrae stated the "Draft South Saskatchewan Regional Plan" has been released to the public for comment. Staff is asking Council if they wish to review the South Saskatchewan Regional Plan in anticipation of Clearwater County's involvement in the North Saskatchewan Regional Planning process.

Mr. McCrae provided information on the Alberta Land Use Framework (LUF) and noted the LUF's purpose and its seven basic strategies.

Mr. McCrae explained the regional planning process and noted out of the seven plans only the Lower Athabasca Regional Plan has been approved; the South Saskatchewan Regional Plan is at the draft stage; the North Saskatchewan Regional Plan is expecting the appointment of a Regional Advisory Council (RAC); and the other four have yet to start. Mr. McCrae outlined the three phases for the development of a regional plan.

Staff responded to questions from Council on the provincial cabinet's approval process for the regional plans and the connection between the LUF and intermunicipal plans.

Discussion followed on the province's Water for Life and Clean Air Strategy for Alberta in relation to the LUF and the status of the South Saskatchewan and Red Deer Regional Plan affecting the North Saskatchewan Plan.

Similarities between the South Saskatchewan and the North Saskatchewan Regional Plans were noted and it was determined as Clearwater County's Municipal Development Plan and economic sectors may be affected by both plans, reviewing and commenting on the "Draft South Saskatchewan Regional Plan" is of importance.

COUNCILLOR GRAHAM:

That Council reviews comments on the  
"Draft South Saskatchewan Regional Plan"  
prior to submittal by February 28, 2014.1

055/14

CARRIED 6/0

Keith McCrae and Rick Emmons left the meeting. Denniece Crout joined the meeting.

**CORPORATE  
SERVICES:**

**1. Request for Tax Penalty Waivers**

Denniece Crout presented three ratepayers' request to waive the late payment penalty for roll numbers 3906042001, 3808094001, and 3507362001.

Discussion followed and staff responded to questions from Council.

COUNCILLOR DUNCAN:

That Council approves waiver of late tax  
payment penalties for roll numbers  
3906042001, 3808094001, and  
3507362001.

056/14

DEFEATED 0/6

Denniece Crout left the meeting.

**2. Funding for Westview Lodge**

Rudy Huismann stated Westview Lodge has not yet received grant funding from the provincial government for the recent construction project.

Staff explained Clearwater County is requisitioned annually by the Senior Housing Council for funds and the amount is included on tax assessments. The amount is budgeted yearly and funds are advanced to Westview Lodge quarterly. Staff advanced the first two quarterly installments in January and recommends the remainder of the 2014 requisition be advanced to Westview Lodge before end of February 2014.

Discussion followed and it was noted funding is for construction costs only, as Westview Lodge is meeting all of its operating costs.

COUNCILLOR LAING:

That Council advance the remainder of the  
2014 requisition to Westview Lodge by  
February 28, 2014.

057/14

CARRIED 6/0

Rudy Huismann left the meeting.

**MUNICIPAL: 1. Alberta Land Institute "Land Use 2014 Conference"**

Ron Leaf provided information on the Alberta Land Institute "Land Use 2014 Conference" taking place in Edmonton May 7 – 8. The conference provides an opportunity to discuss land-use issues and solutions such as urbanization and loss of agricultural land, effective wetland policy, and paying for ecosystem services on private land.

Reeve Alexander and Councillors Duncan and Graham indicated interest in attending the conference.

COUNCILLOR DUNCAN:

That Council authorizes the Reeve and two Councillors attendance at the Land Use 2014 Conference.

058/14

CARRIED 6/0

**2. FCM Conference 2014**

COUNCILLOR MAKI:

That Council takes the FCM Conference 2014 from the table.

059/14

CARRIED 6/0

Ron Leaf stated conference registration takes place mid February 2014 and staff is requesting direction on who will attend.

COUNCILLOR GRAHAM:

That Council authorizes Reeve Alexander, Councillor Laing and Councillor Greenwood's attendance at the FCM Conference 2014.

060/14

CARRIED 6/0

**3. Reschedule Start Time for the February 25, 2014 Regular Council Meeting**

Ron Leaf stated the Rocky Mountain House Chamber of Commerce has requested to meet with Council on February 25, 2014 from 7:30 a.m to 10:00 a.m. Staff recommends rescheduling Council's regular meeting to start at 10:30 a.m. to accommodate the request, and should Council support this recommendation the time change will be advertised in accordance with the Precedural Bylaw and Municipal Government Act (MGA).

COUNCILLOR DUNCAN:

That Council authorizes the February 25, 2014 Regular Council meeting to start at 10:30 a.m. and advertisement of the time change as per the Procedural Bylaw and Municipal Government Act.

061/14

CARRIED 6/0

**5. Division Four By-Election**

Ron Leaf stated on February 6, 2014, an Alberta Court of Queen's Bench Justice declared the office of division four councillor vacated and ordered a by-election take place.

Mr. Leaf noted the judge stated no evidence was found to support the petitioner's position that the un-initialed ballots were due to administrative error, and the Returning Officer appropriately followed the legislation in rejecting the un-initialed ballots.

Mr. Leaf explained Council's responsibilities, as outlined in the Local Authorities Election Act, to appoint a Returning Officer and set the date for the be-election, both by resolution.

COUNCILLOR MAKI:

That Council appoints Christine Heggart as Returning Officer for the Division Four By-Election.

062/14

CARRIED 6/0

COUNCILLOR LAING: That Council sets March 5, 2014 as the date for the Division Four By-Election.

063/14

CARRIED 6/0

Christine Heggart and Kurt Magnus left the meeting.

**COMMUNITY &  
PROTECTIVE  
SERVICES:**

**1. Family & Community Engagement Council Recruitment**

Trevor Duley presented information on the "Family and Community Engagement Council", established by Alberta Human Services.

The Office of the Minister, Alberta Human Services requests assistance from Council to recruit individuals for the FCEC's by encouraging them to apply and also extends an invitation for council members, if interested, to apply before February 14, 2014.

COUNCILLOR DUNCAN:

That Council provide a letter of support to the Office of the Minister, Alberta Human Services for the "Family and Community Engagement Councils.

064/14

CARRIED 6/0

Trevor Duley left the meeting. Terri Miller joined the meeting.

**2. Transportation Strategy for Alberta**

Terri Miller stated the provincial government is hosting meetings throughout the Province to collect input from the public, municipalities, and other stakeholders to assist the government in decision making on the future of transportation in Alberta.

A meeting is scheduled for Rocky Mountain House on February 26 and suggested topics for discussion are:

- Provincial permitting of heavy loads on municipal roadways without consultation from the municipality.
- Traffic volumes and road engineering on highways surrounding Clearwater County, including Highway 11 and 22.
- The continual increase in volume of industrial traffic on roadways (i.e. frac units over 100+)
- Zero-funding for bridge maintenance.
- Requirement for increased enforcement for infrastructure protection and traffic safety.
- The necessity for a detailed plan for road maintenance and engineering to accommodate heavier loads and increased traffic volume.

Discussion followed on intersections at Highway 11 and 22 and provincial highways requiring upgrades; provincial offloading of bridge maintenance costs onto municipalities; and the effects of the vacant highway patrol position on highway safety.

Councillor Laing and Councillor Duncan indicated their interest in attending the meeting.

COUNCILLOR MAKI:

That Council authorizes any or all Councillors attendance at the Transportation Strategy for Alberta meeting on February 26, 2014.

065/14

CARRIED 6/0

Terri Miller left the meeting. Matt Martinson joined the meeting.

**COMMITTEE  
REPORTS:**

Councillor Duncan provided reports from Landcare, Bighorn Backcountry, and the Agriculture Service Board committees.

COUNCILLOR MAKI:

That Council accepts the information as presented.

**066/14**

CARRIED 6/0

Councillor Laing requested authorization to attend the Elected Official's Education Program (EOEP) course at the Alberta Association of Municipal Districts and Counties (AAMDC) convention. Councillor Greenwood indicated his interest in attending.

COUNCILLOR DUNCAN:

That Council authorizes any or all Councillors attendance at the EOEP course at the AAMDC convention.

**067/14**

CARRIED 6/0

Kurt Magnus, Erik Hansen, and Trevor Duley joined the meeting.

**INFORMATION: 1. Information Items**

COUNCILLOR GREENWOOD:

That the CAO's Report, Public Works Director's Report, Accounts Payable Listing, and Councillor Remuneration are accepted as information.

**068/14**

CARRIED 6/0

Helge Nome left the meeting. Dick Wymenga, Ellen Bonde, Allan Sunde, and Art Terpsma joined the meeting.

**MUNICIPAL:**

**4. Delegation: Ag Fieldhouse Committee – Agricultural Recreation Facility Feasibility Study**

Matt Martinson stated the Rocky Mountain House Agricultural Society Directors have approved terms of reference outlining a proposal and costs for an agricultural recreation facility feasibility study. The Ag Society is requesting funds for the full cost of the study, which is approximately \$26,500. Mr. Martinson noted funds are available in the Ag Fieldhouse reserve account and recommends allocation for this purpose.

Ellen Bonde stated committee members and Ag Society Directors met with Stephen Slawuta from RC Strategies. The terms of reference are outlined in four phases with a summary of costs included for each phase. This allows opportunity to determine if the study should move forward to the next phase, or terminate the study without incurring extra costs.

Discussion followed on the proposed study.

COUNCILLOR LAING:

That Council approves funding for an agricultural recreation facility feasibility study in the amount of \$26,500 allocated from the Ag Fieldhouse reserve.

**069/14**

CARRIED 6/0

Matt Martinson, Ellen Bonde, Dick Wymenga, Allan Sunde, Art Terpsma, Erik Hansen, and

Kurt Magnus left the meeting. Travis Weber, Carol Hamilton, Louise Russell, and Suzie Strawberry joined the meeting.

**COMMUNITY &  
PROTECTIVE  
SERVICES:**

**3. Delegation: Pow Wow Committee – “Pow Wow Philosophy”**

Travis Weber provided information on “Calling All Drums Pow Wow” events previously held in the Rocky Mountain House community and noted the significance of holding the annual event at the Rocky Mountain House Historical Site. He explained the purpose of the Pow Wow is to create common ground with different cultures, provide healing and promote cooperation.

Louise Russell explained the term ‘Common Ground’ and outlined the “Common Ground Initiative” as providing opportunity for aboriginal people to develop and expand relationships within their urban community. The goal is for municipal leaders, business organizations, and community groups to engage in meaningful dialogue and work together to create a positive environment for Aboriginal and Non-Aboriginal community members.

Ms. Russell stated the annual “Calling All Drums Pow Wow” event promotes the Common Ground Initiative as it brings healing and wellness to the community.

Councillor Duncan stated attendance levels at the annual Pow Wow event has increased over the years, however attendance levels are still below expectations. The committee would like to increase public awareness and ask that council members publically mention the event at every opportunity. The committee also suggests Council extends an invitation to meet with members of the First Nation Council.

Reeve Alexander noted as joint meetings with First Nation Councils are identified in Clearwater County’s Strategic Plan, efforts will be made to do so.

Discussion followed on the value of the event to the community and the value of municipal leaders’ inviting First Nation Chiefs from O’Chiese, Sunchild, Bighorn and Morely to participate in the event together.

COUNCILLOR GRAHAM:                      That Council accepts the information as presented.

**070/14**

**CARRIED 6/0**

Travis Weber, Carol Hamilton, Louise Russell and Suzie Strawberry left the meeting. Larry Holstead and Loyal Ma joined the meeting.

**4. Delegation: Larry Holstead and Loyal Ma – Tour of Alberta Roadrace**

Trevor Duley stated organizers for the Tour of Alberta Roadrace are seeking host communities for the 2014 event. Rocky Mountain House and Clearwater County have been identified as a potential host community for a starting location on September 5, 2014.

Mr. Duley explained the event and noted potential advertising and media coverage available to host communities.

Mr. Duley stated a \$100,000 contribution is required from a starting host community and \$150,000 from a finish community for the 2014 event. The Local Steering Committee is requesting Council consider a joint contribution with the Town of Rocky Mountain House of \$50,000 each to be a starting host community. They have requested the same from the Town of Rocky Mountain House and are expecting Town Council’s decision on February 18.



Mr. Duley noted local volunteers, community groups and corporate sponsors would be solicited for assistance. The Local Steering Committee is hopeful that corporate sponsorship will reduce the overall cost by \$50,000, however that amount is not guaranteed. Mr. Duley noted that any costs incurred for staff time, signage and equipment are not included in the \$100,000.

Loyal Ma and Larry Holstead provided a recap of the Tour of Alberta Roadrace event that took place in 2013 and described the economic impact on the communities involved. Further details on advertising and media coverage were provided.

Discussion followed on the race, event coordination, advertising benefits and the potential economic benefits particular to Clearwater County.

COUNCILLOR MAKI: That Council accepts the information as presented.

071/14

CARRIED 6/0

Sarah Maetche, Rianne Delange and Tracy Haight left the meeting.

IN CAMERA:

COUNCILLOR GRAHAM: That Council meets as a Committee of the Whole to discuss land and legal issues at 12:50 P.M.

072/14

CARRIED 6/0

COUNCILLOR GRAHAM: That the meeting reverts to an Open Meeting at 3:15 P.M.

073/14

CARRIED 6/0

Discussion followed on the Municipal Government Act (MGA) Review consultation sessions provided by the provincial government. Ron Leaf suggests Council review the proposed legislative changes to the MGA and the regulations together, when they become available.

ADJOURNMENT:  
3:21 P.M.

COUNCILLOR GRAHAM: That the Meeting adjourns.

074/14

CARRIED 6/0



REEVE

  
CHIEF ADMINISTRATIVE OFFICER