

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held July 12<sup>th</sup>, 2011 in the County Office at Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 9:01 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Deputy Reeve:	Earl Graham
Councillors:	John Vandermeer
	Jim Duncan
	Robert Bryant
	Dick Wymenga
	Case Korver
Municipal Manager:	Ron Leaf
Public Works Manager:	Marshall Morton
Public Works Assistant Manager:	Erik Hansen
IT:	Darrell Philip
IT:	Brad Welygan
Recording Secretary:	Christine Heggart
Construction Supervisor:	Erik Hansen
Mountaineer:	Jessica Jones

Ron Leaf requested to add E4 – Request to Waive Assessment Appeal Fee

**AGENDA**  
**APPROVAL:** EARL GRAHAM: That the July 12<sup>th</sup>, 2011 Regular Meeting Agenda be accepted as amended.

288/11 CARRIED 7/0

**CONFIRMATION OF MINUTES:** 1. June 28<sup>th</sup>, 2011 Regular Meeting Minutes  
BOB BRYANT: That the Minutes of the June 28<sup>th</sup>, 2011 Regular Meeting be confirmed as circulated.

289/11 CARRIED 7/0

**CONFIRMATION OF MINUTES:** 2. June 28<sup>th</sup>, 2011 Public Hearing Meeting Minutes  
JIM DUNCAN: That the Minutes of the June 28<sup>th</sup>, 2011 Public Hearing be confirmed as circulated.

290/11 CARRIED 7/0

**PUBLIC WORKS:** 1. Public Works Manager’s Report

Construction  
Prentice Creek Contracting has completed the grading portion of entire roadway and is waiting for hydro seed product to complete the seeding. Crews working on TWP 39-4 have started the rebuild of the first 1.6km’s East of the Oras Road.

The crew working on Range Road 5-5 North of Hwy 587 extension have roughed in approximately 2.0 km’s of the scheduled 3.2 km’s. This project has been slowed significantly by the amount of rain that has been received in this area.

Recall Gravel Systems has completed the shoulder pull on the Leslieville East Road and have moved to TWP 40-2 (Pollitt Road) and will move to the Bingley Road south of Hwy 12 when complete.

The tentative start date for Prentice Creek Contracting for the Nordegg Intersection is July 16<sup>th</sup>.

**Asphalt Overlay**

Sandstar has completed the 2011 asphalt overlay program.

**Gravel Roads Maintenance**

Patch graveling crews are working out of the Larsgard Pit hauling to roads in the Leslieville area.

**Maintenance**

The crack sealing program has been slowed due to the weather and is only about 50% completed.

**Flood Repairs**

All major damages that occurred during the father's day weekend have now been repaired and all that remains are some minor back slope repairs, where they have slid down into the ditches on the Northfork Road. Crews continue to work on completing these repairs and should be completed by the weekend.

**Current Road Bans:**

Road Bans are unchanged from June 14<sup>th</sup>, 2011 Council meeting.

Staff responded to questions on status of dust control program and the shoulder pull on Leslieville East Road.

JIM DUNCAN:

That the Public Works Manager's Report of July 12<sup>th</sup>, 2011 be accepted as presented.

291/11

CARRIED 7/0

Darrell Philip and Brad Welygan left the meeting. Diane Fingler joined the meeting.

**PUBLIC WORKS: 3. Goldeye Road – Road Maintenance**

Marshall Morton discussed the Goldeye Centre request to determine where the maintenance of roadway currently ends. The West Country Transfer Agreement (signed June 1, 1995 between the Province and the County) assigns responsibility for a number of roads located in the West Country and the Goldeye Road is identified in the transfer agreement as 1.1kms in length. There is a 400 m portion of road through Crown Land that is not assigned a disposition and is, in essence, in limbo.

Administration recommended applying for a disposition on the 1.5kms total length of road to make it a municipal road. The 400 meters in question would require some capital upgrades to bring the road up to the same standard as the first 1.1km's, including: legal survey, side slope improvements, graveling and the replacement of a centerline culvert; upgrade work estimated to cost \$22,500.00

BOB BRYANT:

That Council directs staff to secure disposition for 1.5kms of Goldeye Road in order to bring up to standard and to maintain the 1.5kms once disposition is received and budget to come from existing gravel rehab program budget.

292/11

CARRIED 7/0

**PUBLIC WORKS: 4. Bridge File 75318**

Rick Emmons presented Bridge File 75318, which was identified on Clearwater County's "3 Year Bridge Priority List" submitted to the provincial government annually for their review. BF 75318 was listed in the year 2012 as Clearwater County's priority #5.

Alberta Transportation (AT) approved the engineering of this bridge in 2011, with construction in 2012. Clearwater County put out request for proposal (RFP) for the engineering with CIMA Engineering being the successful firm to complete the design and tender for construction. The majority of engineering has been completed with tendering scheduled to take place in the near future. The cost of engineering is approximately \$80k. The entire project is estimated at \$483,308.00 (AT's portion - \$351,904.08 & Clearwater's portion - \$89,561.92)

Staff responded to questions regarding alternative bridge options and costs.

Council discussed the need to lobby the Province to amend the existing bridge priority formula and requirements.

JOHN VANDERMEER: That Council approves proceeding with the replacement of BF 75318.

293/11

CARRIED 7/0

**PUBLIC WORKS: 5. Range Road 8-5A – Speed Reduction Request**

Rick Emmons presented a written request from Mr. Gaetan Perron and Ms. Christine Brander that the Clearwater County portion of Rge. Rd. 8-5A (also known as 10 Mile Road) north of Hwy. 11A be reduced from the existing 80 Km/hr. to a 30 Km/hr. speed limit. The road is an average of 6.2 metres wide, has adequate signage and visibility in both directions; all approaches are visible traveling both directions.

Mr. Emmons noted that this section of road would benefit from brushing in the right-of-way to improve visibility for the travelling public. In the past this has met with resistance from those living along this road due to the aesthetic appeal of a county laneway.

Staff responded to questions regarding roadway noting that there are no anomalies indicating a speed reduction would be required.

DICK WYMENGA: That Council denies the request to change the speed along Range Road 8-5A.

294/11

CARRIED 7/0

**PUBLIC WORKS: 6. Access Roads Policy Draft Review**

Marshall Morton presented an amended Access Roads Policy, which included the addition of an Endeavour to Assist Program. The Endeavour to Assist Program would provide a mechanism to support developers in recovering a portion of their investment into municipal infrastructure.

Murray Hagan, Denniece Crout and Rhonda Serhan joined the meeting.

Mr. Morton described the amendments to the policy including the addition of definitions and the details within the new Endeavor to Assist clause. Council discussed the distribution of Endeavour to Assist payment to original applicant and subsequent applicants and whether the 50% cost recovery of portion of road used is appropriate.

CASE KORVER:

That Council approves the draft revisions as presented.

295/11

CARRIED 4/3

Ron Webster and Mike Haugen joined the meeting.

**PUBLIC WORKS: 2. Saturday Access – Leslieville Lagoon**

Rick Emmons presented a request to extend the Leslieville Lagoon operations availability to external haulers to include Saturdays, making the hours of operation Monday to Saturday (8:00am to 5:00pm).

Staff responded to questions regarding the frequency of truck traffic and lagoon access in times of funeral services.

Ron Webster noted that Wilderness Village does not have capacity to hold off effluents for two days over the summer season as their sewage is held in holding tanks and they see up to 3000 visitors a day in the summer.

DICK WYMENGA:

That Council approves opening the Leslieville Lagoon to external haulers on Saturdays as well, making the hours of operation Monday to Saturday (8:00am to 5:00pm).

296/11

CARRIED 7/0

Ron Webster, Marshall Morton, Erik Hansen, Rick Emmons and Mike Haugen left the meeting.

**FINANCE: 1. Accounts Payable Listing**

Council reviewed the Open Payable Report for July 12<sup>th</sup>, 2011 which was previously sent to Council.

JIM DUNCAN:

That Council accepts the Accounts Payable Listing as information.

297/11

CARRIED 7/0

**FINANCE: 2. 2011 Tax Rate Comparison**

Denniece Crout presented the informal survey information gathered from other municipalities including comparison graphs for 2011 residential tax rates, 2010-2011 residential tax rate percentage change, 2011 farmland tax rates, 2010-2011 farmland tax rate percentage change, the 2011 non-residential tax rates and the 2010-2011 non-residential tax rate percentage change.

Ms. Crout noted Clearwater County is substantially lower than the median when referring to the farmland and non-residential components. Staff responded to questions regarding other municipality's rates and speculated as to rational for notable changes.

JOHN VANDERMEER:

That Council accepts the 2011 Tax Comparison report for information.

298/11

CARRIED 7/0

Mike Haugen joined the meeting.



- Bowden Daze – Saturday July 23 (staging at 9:30 am at Bowden Grandview School 2238 – 21 Ave. Parade starts at 11:00 am) Bowden
- July 28 – Habitat for Humanity presentation at 11:00 am at 5315 – 53<sup>rd</sup> Street
- August 1 – Office closed
- August 12 – CAAMDC Directors meeting Three Hills (Earl & Pat)

Mr. Leaf responded to question regarding the value of aiding in Slave Lake, noting the MD of Lesser Slave River continues to seek support from AAMDC and AUMA member municipalities to help in recovery efforts and the experience also provides meaningful examples for future business continuity planning and lessons learned.

EARL GRAHAM: That the Municipal Manager's Report of July 12<sup>th</sup>, 2011 be accepted as presented.

301/11

CARRIED 7/0

**MUNICIPAL:        2.        Town of RMH – Invitation to AUMA Convention**

Ron Leaf presented an invitation from the Town of Rocky Mountain House inviting one Clearwater County Councillor to attend the 2011 AUMA Convention. The annual AUMA convention is taking place in Calgary this year at the Telus Convention Centre on September 28-30.

BOB BRYANT: That Council authorizes John Vandermeer to attend the 2011 AUMA Convention as the Town's guest and authorizes Earl Graham to attend the 2011 AUMA convention.

302/11

CARRIED 7/0

**MUNICIPAL:        4.        Emergency Management Staff Training Policy**

Mike Haugen presented a proposed policy regarding staff training standards relating to emergency management which would set a standard level of training for all permanent county staff.

The policy focuses on personal emergency preparedness and the Incident Command System (ICS). The rationale for the personal emergency preparedness is the better prepared in their home lives, the greater likelihood that staff will be available as an emergency resource to the County. As all staff may have a role to play during a disaster or emergency event, it is recommended all permanent staff have at least a basic understanding of the ICS system.

Council discussed adding the ICS 402 training for Council into the policy, once per term (following the fall election). The training will take place in the fall of 2011 for current Council.

BOB BRYANT: That Council adopts the Emergency Management Training Standards Policy as amended.

303/11

CARRIED 7/0

**AGRICULTURAL  
SERVICES:**

**1.        Hespero Cemetery Maintenance**

Ron Leaf presented the request to maintain the Hespero Cemetery. Agricultural Services department maintains five other cemeteries, and maintenance is restricted to grass mowing services during the months of July and August following a community Spring Clean-up.

DICK WYMENGA:

That Council approves the request from the Hespero Cemetery Board for grass mowing services consistent with the Agricultural Services Cemetery Maintenance Program.

**304/11**

**CARRIED 7/0**

Mike Haugen left the meeting.

**MUNICIPAL:        3.       CAAMDC Fall Resolutions**

Ron Leaf noted that CAAMDC resolutions are due September 6 and asked for Council's direction on any resolutions that Council wishes to bring forward. Council previously noted interest in pursuing a split mill rate within the non-residential assessment category and Mr. Leaf added a possible additional resolution asking for an exemption from a taxable benefit being assigned to "non-emergency" staff.

Council discussed the benefit in lobbying for a split mill rate and for recognition of the essential service function provided by public works and the need for equal exemptions as provided by conventional emergency services.

JOHN VANDERMEER:

That Council directs staff to move ahead with resolution development for a split mill and to further research the issue of tax exemption for non-emergency staff.

**305/11**

**CARRIED 7/0**

**IN CAMERA:        5.       In Camera**

EARL GRAHAM:

That Councils meets as a Committee of the Whole for the purpose of discussing a tentative land acquisition.  
12.55 P.M.

**306/11**

**CARRIED 7/0**

BOB BRYANT:

That the meeting reverts to an Open Meeting at 12:28 A.M.

**307/11**

**CARRIED 7/0**

**ADJOURNMENT:    DICK WYMENGA:**  
**12:29 P.M.**

That the Meeting adjourns.

**CARRIED 7/0**

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REEVE

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MUNICIPAL MANAGER