

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held November 6, 2012 in the County Office at Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 8:55 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	Earl Graham
	Dick Wymenga
	John Vandermeer
	Bob Bryant
	Jim Duncan
	Case Korver
Municipal Manager:	Ron Leaf
Director, Ag Services:	Marshall Morton
Director, Corporate Services	Murray Hagan
Manager, Infrastructure	Erik Hansen
Recording Secretary:	Christine Heggart
	Trevor Duley
	Sarah Maetche
	Darrell Philip
	Brad Welygan
	Denniece Crout
	Rhonda Serhan

AGENDA: Ron requested Council add D2 - 2013 Asphalt Overlay.

JOHN VANDERMEER: That the November 5, 2012 Regular Meeting Agenda be accepted as amended.

385/12 CARRIED 7/0

CONFIRMATION OF MINUTES: 1. October 23, 2012 Regular Meeting Minutes

JIM DUNCAN: That the Minutes of the October 23, 2012 Regular Meeting be accepted as presented.

386/12 CARRIED 7/0

CONFIRMATION OF MINUTES: 2. October 23, 2012 Organizational Meeting Minutes

CASE KORVER: That the Minutes of the October 23, 2012 Organizational Meeting be accepted as presented.

387/12 CARRIED 7/0

PUBLIC WORKS: 1. Civic Addressing Policy

Trevor Duley presented background on the adoption of Bylaw 880/07, “the Civic Addressing Bylaw as a standard system for providing County residents with a civic address and noted that civic addresses are used to identify properties within the County and assist emergency response units in locating the appropriate residence and location.

Mr. Duley noted that when an owner or developer requires a civic address for new development, they will request this information through the Planning and Development Department as a standard step in the development process.

Mr. Duley noted the key components of the Civic Addressing Policy, including: charging an initial fee of \$150.00 for each sign issued, which will cover the costs of installation, replacement or repair; managing the maintenance of all civic addressing signage; and the County maintaining discretion as to which properties are eligible to receive a civic address sign.

Marshall Morton responded to question regarding emergency services accessing civic addressing data and noted that addresses have been supplied to RCMP, fire and ambulance.

DICK WYMENGA: That Council approves the draft Civic Addressing Policy as presented.

388/12

CARRIED 7/0

PUBLIC WORKS: 2. 2013 Asphalt Overlay

Erik Hansen presented the tenders received for the 2013 Asphalt Overlay program which includes re-surfacing, side slope improvement and other work for four major projects - S.H. 587 Extension from Hwy 22 west to RR 6-1(4.5Km), the Burntstick Lake Road from the County boundary North (0.6Km), the Withrow Road from North of Hwy 11 to Twp. Rd 40-0 (8.2Km) and the Crammond Road from Hwy 22 to RR4-5 (8.4Km).

Mr. Hansen noted that 6 bids were received and that the low valid bidder, Border Paving Ltd., came in \$640,350.00 under the budgeted amount of \$5,587,000.00.

JOHN VANDERMEER: That Council awards the 2013 Asphalt Overlay program to the low valid bidder Border Paving Ltd. in the amount of \$4,946,676.23.

389/12

CARRIED 7/0

Darrell Philip and Brad Welygan left the meeting.

CORPORATE SERVICES:

1. Tax Waiver Request – Roll # 4405244002

Denniece Crout presented a request to waive the late payments for the 2011 and 2012 property taxes from the owner of roll 4405244002 for the Plan 1023491 Block 1 Lot 1, SW-22-44-5-W5.

Ms. Crout noted that when a new title comes to Clearwater County we enter the name and address as it appears on the title in the financial system, of which the tax notice draws its information. Ms. Crout provided an overview of the legislation requirements for returned notices, the number of notices mailed out annually and the number returned in 2012, and the process undertaken by staff when notices are returned.

Marshall Morton responded to questions regarding grader maintenance.

BOB BRYANT: That Council decline the request to waiving tax penalties on roll # 4405244002.

390/12

CARRIED 7/0

Rhonda Serhan and Murray Hagan left the meeting.

MUNICIPAL:

1. Proposed Divisional Boundary Adjustment

Ron Leaf provided an overview of the proposed boundary change, noting that the divisional boundaries were adjusted to achieve a population distribution in Division 4 closer to the Target Distribution of 1754.

Mr. Leaf noted that the boundary between Divisions 1 & 4 is proposed to start on the west side of Highway 22 and the intersection with Twp 38-2 and that the boundary proceeds west to the Prairie Creek then follows the Prairie Creek south to Twp 38-0 (Prairie Creek Road) then west to the Banff Park's boundary.

Division	Current Distribution	Target Distribution	Proposed Distribution	Variance %
1	1459	1754	1730	-1.37%
2	1684	1754	1880	7.18%
3	2007	1754	1714	-2.28%
4	1387	1754	1765	0.63%
5	2323	1754	1768	0.80%
6	1607	1754	1711	-2.45%
7	1811	1754	1710	-2.51%
	12278		12278	

Mr. Leaf provided an overview of the timeframe for a new Divisional Boundary Bylaw.

Mr. Leaf responded to a question regarding the proposed distribution regarding Division Two and Division Five.

JOHN VANDERMEER: That Council accepts the proposed divisional boundaries as presented and directs staff to prepare a new divisional boundaries bylaw.

391/12

CARRIED 7/0

2. Emerging Trends in Municipal Law 2013

Mr. Leaf presented an invitation to the upcoming Emerging Trends in Municipal Law 2013 session and noted the sessions will be held in either Calgary on February 7, 2013 at the Coast Plaza Hotel and Conference Centre or in Edmonton on February 21, 2013 at the Northlands EXPO Centre.

Councillors Wymenga, Alexander, Duncan and Korver noted their intention to attend the session in Edmonton and Councillors Graham and Vandermeer noted their intention to attend the session in Calgary.

CASE KORVER: That Council authorizes all Councillors attendance at one of the Emerging Trends in Municipal Law sessions in 2013.

392/12

CARRIED 7/0

3. 2012-2013 Municipal Internship Program Update

Trevor Duley noted that he is currently at the halfway point of his one year internship at Clearwater County and provided an update on his experiences to date including attending a fire with regional fire, road building with public works, highway check stops with peace officers, agricultural tours and the multi-tasking required at the front desk.

Mr. Duley provided a review of the projects he worked on, including: the Reeve's economic summit, fire portal webpage, federal electoral boundaries, committee, brushing and civic addressing policies and emergency exercises.

Mr. Duley responded to questions regarding his perspective on a career in a rural municipality, Council's activities and perceptions, his educational background and the fire fighters website portal.

EARL GRAHAM: That Council accepts the municipal internship progress report as information.

393/12

CARRIED 7/0

4. FCM Conference 2013

Ron Leaf noted that the 2013 Federation of Canadian Municipalities (FCM) conference is being held on May 31-June 3, 2013 at the Vancouver Convention Centre.

Mr. Leaf added that the Council and Board Reimbursement Policy provides for the Reeve and two Councillors to attend the FCM each year and that the intent of the policy is to provide opportunity for all Councillors to attend the FCM at least once during an election term. .

Councillor Duncan and Councillor Vandermeer noted their intention to attend the 2013 FCM conference.

DICK WYMENGA: That Council authorizes Councillor Duncan, Vandermeer and Alexander to attend the 2013 FCM conference in Vancouver.

394/12

CARRIED 7/0

5. Council Christmas Greeting Advertising

Christine Heggart provided information regarding previous Christmas greeting from Council advertisement in the Mountaineer, Western Star and Sundre Round Up.

Ms. Heggart noted that in the past advertisements were printed in full colour and included a photo of Council and Christmas greeting that runs for one week in all three papers. She added that the total costs for the three Christmas Greeting advertisements in 2011 was \$837.20 and costs were equally divided amongst the seven Councillors.

Council Wymenga noted the advertisement should detail that the advertisements are paid for by Clearwater County Council.

CASE KORVER: That Council authorizes staff to place Christmas Greeting Advertising on their behalf.

395/12

CARRIED 7/0

INFORMATION: 1. Information Items

Marshall Morton responded to a question regarding paving on the Oras Road and bridge replacement.

Erik Hansen noted the progress of the paving program.

Ron Leaf noted the South Saskatchewan Plan meetings and asked for Council's direction in terms of attendance.

BOB BRYANT: That Council authorizes all Councillors to attend one of the South Saskatchewan Regional Plan meetings held in Alberta.

396/12

CARRIED 6/1

Council discussed the Regional Advisory Committee meetings and Mr. Leaf noted the tie-in with the Red Deer River and the South Saskatchewan River and the over permitting of water licenses for the Bow River and its anticipated impacts on the Red Deer River.

EARL GRAHAM: That Council accepts the CAO's report and Public Works Director's Report as information.

397/12

CARRIED 7/0

ADJOURNMENT: BOB BRYANT: That the Meeting adjourns.
9:55 A.M.

CARRIED 7/0

REEVE

MUNICIPAL MANAGER