

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held July 9, 2019, 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 Duncan with the following being present:

- | | |
|--|-------------------|
| Reeve | Jim Duncan |
| Councillors | John Vandermeer |
| | Cammie Laird |
| | Daryl Lougheed |
| | Michelle Swanson |
| | Tim Hoven |
| | Theresa Laing |
| Staff: | |
| Chief Administrative Officer | Rick Emmons |
| Director, Corporate Services | Murray Hagan |
| Recording Secretary | Whitney Wedman |
| Director, Infrastructure, Public Works | Erik Hansen |
| Director, Operations, Public Works | Kurt Magnus |
| Manager, Regional Waste | Reid Williams |
| Civil Engineering Intern | Devin Drozd |
| Director, Emergency & Legislative Services | Christine Heggart |
| Communications Coordinator | Djurdjica Tutic |
| Manager, Information Technology | Cam McDonald |
| Systems Admin., Information Technology | Bradley Welygan |
| Systems Admin., Information Technology | Mike Bell |
| Delegates: | Dean Krause |
| | Marco Schoeninger |
| Media: | Adam Ophus |
| | Dianne Spoor |
| Public: | Marian Cole |
| | Tammy Burke |
| | Neil Ratcliff |
| | Elsie Nelson |

**AGENDA
APPROVAL:**

COUNCILLOR SWANSON: That the July 9, 2019 Regular Meeting Agenda is adopted as amended.

276/19

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. June 25, 2019 Regular Meeting of Council Minutes

COUNCILLOR LAIRD: That the Minutes of the June 25, 2019, Regular Meeting are adopted as circulated.

277/19

CARRIED 7/0

2. June 25, 2019 Public Hearing Minutes Bylaw 1066/19 Land Use Amendment

COUNCILLOR VANDERMEER: That the Minutes of the June 25, 2019 Special Council Meeting are adopted as circulated.

278/19

CARRIED 7/0

PUBLIC WORKS:

1. Town of Rocky Mountain House – Lagoon Summary Report June 2019; Request for Funding Rocky Mountain House Lagoon

D. Krause and M. Schoeninger from the Town of Rocky Mountain House requested funding for the desludging of the Town's wastewater lagoon, the addition of a blower block and repair kit, and OPTAER fine bubble laterals.

Discussion ensued regarding the 80/20 percent cost share, aeration costs, desludging, historic desludging, blowers, user fees, bulk disposal rates, grants and cost recovery.

COUNCILLOR LAIRD: That Council accepts the Town of Rocky Mountain House request for funding as information.

279/19

CARRIED 7/0

2. Condor Lagoon Upgrades – Budget Adjustment

D. Drozd reported that to meet Alberta Environment and Parks current wastewater regulatory requirements and accommodate the increase in population of Condor, due to the planned school expansion, Clearwater County must facilitate the upgrading of Condor's wastewater lagoon.

A grant for funding from the Alberta Municipal Water/Wastewater Fund (AMWWP) has been applied for and would compensate for 75% of the projected costs.

Funds will need to be reallocated from the Sewer Reserve to the Condor Lagoon Upgrades Capital Project.

COUNCILLOR HOVEN: That Council approves the adjustment to the 2019 Capital Budget by reallocating \$474,089.14 from the Sewer Reserve to the Condor Lagoon Upgrades Capital Project.

280/19

CARRIED 7/0

3. The Village of Caroline’s Waste to Energy (W2E) Project

On June 25, 2019, John Rimmer, Mayor of the Village of Caroline presented Council with information regarding interest of a Waste to Energy (W2E) Facility, requesting that Clearwater County Council provide a letter of support for the project.

J. Rimmer explained the goal for the Village of Caroline’s pilot project is to demonstrate the elimination of remote or isolated community municipal solid waste with a Caroline-based W2E facility in a fiscally viable and environmentally responsible manner.

Council discussed the Rocky Mountain Regional Solid Waste Agreement and determined that the letter would not compromise the Agreement with the Village of Caroline.

COUNCILLOR LAING: That Council directs Administration to draft a letter supporting the Village of Caroline’s proposed feasibility study for the Waste to Energy (W2E) Project.

281/19

CARRIED 7/0

4. Rocky Mountain House Regional Solid Waste Authority (RMHRSWA) Development of Cell 2

On the Friday June 14, 2019 Intermunicipal Collaboration Committee (ICC) Meeting the Committee agreed to proceed with the design (2019) and construction (2020) of Cell 2 at the Rocky Mountain Regional Landfill. The Town of Rocky Mountain House, the Village of Caroline and Clearwater County are required to approve the development of Cell 2, in 2019/2020, in addition to amending the RMHRSWA’s 2019 Budget to accurately reflect the development of Cell 2. The completion of the project has a deadline of December 31, 2022 and all claims to be submitted no later than June 30, 2023.

COUNCILLOR LAING: That Council approves the Rocky Mountain House Regional Solid Waste Authority Development of Cell 2 and corresponding 2019 budget adjustment which increases the engineered structures expenditures by \$170,000 and increases transfers from reserve by \$56,667 and increases grant revenue by \$113,333.

282/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 10:12 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 10:19 am with the following people present: Councillors, Laird, Loughheed, Laing, Hoven and Swanson; E. Emmons M. Hagan,

**AGRICULTURE &
COMMUNITY
SERVICES**

1. Everdell and Ferrier Community Hall Funding Request

On May 28, 2019 Council received presentations from the Everdell and Ferrier Community Halls, regarding their future plans for infrastructure improvement.

Each Community Hall requested \$20,000 to assist with their respective projects with a total request of \$40,000 for both halls.

M. Martinson reported that there are no anticipated additional requests for funding for the remainder of 2019.

COUNCILLOR LAING: That Council approves the funding requests for Ferrier and Everdell Community Halls in the amount of \$20,000 for each Hall out of the Community Hall Grant Funding budget with the additional \$5000 to be transferred from Contingency to Community Services within the 2019 operating budget.

283/19

CARRIED 7/0

**CORPORATE
SERVICES:**

1. Bylaw 1068/19 to Rescind Bylaw 1017/16

Bylaw 1017/16 was given third reading by Clearwater County Council July 26, 2016. The purpose of the bylaw was to facilitate a loan of One Million Dollars to the Village of Caroline to provide interim financing for a paving upgrade project on the Village's main street in the event there was a delay in receiving funding from the province.

Provincial funding was received on a timely basis, and there was no need to extend this loan to the Village of Caroline. As a result, this bylaw serves no further purpose to Clearwater County.

At the June 25, 2019 Regular Council Meeting, Council gave first reading to Bylaw 1068/19 to rescind Bylaw 1017/16.

COUNCILLOR VANDERMEER: That Council grants second reading to Bylaw 1068/19 to rescind Bylaw 1017/16.

CARRIED 7/0

284/19

COUNCILLOR LOUGHEED: That Council grants third reading to Bylaw 1068/19 to rescind Bylaw 1017/16.

CARRIED 7/0

285/19

2. Policy RM-1000 Records Digitization

C. McDonald and B.Welygan explained that the policy is to guide staff of Clearwater County on the requirements to be met when scanning records and placing them in the Corporate Electronic Document and Records Management System (EDRMS). Council discussed microfiche, paper storage and the cloud as different options for filing.

COUNCILLOR VANDERMEER: That Council approves Policy RM-1000 Records Digitization.

286/19

CARRIED 7/0

**MUNICIPAL
SERVICES:**

1. Proposed Date Change & Cancellation for Select Regular Council Meetings in August/November/December

R. Emmons discussed several dates for Council to consider changing or cancelling the regular scheduled Council Meetings.

R. Emmons spoke about the addition of rescheduling of Council Meetings and mandatory conferences to the 2019 organizational meeting agenda.

COUNCILLOR SWANSON: That Council directs staff to cancel the August 13, November 12, and December 24, 2019 Regular Council Meetings.

287/19

CARRIED 7/0

COUNCILLOR LAING: That Council directs staff to change the date of the first Regular Council Meeting in November to November 5, 2019;

288/19

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council adds scheduled cancellations of Regular Council Meetings and Mandatory Conferences to the 2019 Organizational Meeting Agenda.

289/19

CARRIED 7/0

2. Health and Safety Related Policies

At their Regular Council Meeting on October 9, 2018, Council directed Administration to setup a workshop to review policies related to employment legislation, health and safety and work environment. Following the workshops scheduled in June 2019, Council had the opportunity to review the new format of current policies separated from the procedures and recommended amendments.

COUNCILLOR SWANSON: That Council approves the Respectful Workplace Policy (HR-1005) as amended and the Commitment to Health & Safety

Policy (HS-2000).

290/19

CARRIED 7/0

INFORMATION:

1. CAO's Report

Discussion took place on the July 9, 2019 CAO Report, as circulated.

COUNCILLOR LAING:

That Council approves the attendance of any Councillor that wishes to attend at the CAEP Fall Engagement Session on September 13, 2019.

291/19

CARRIED 7/0

COUNCILLOR SWANSON:

That Council approves the attendance of two members of Council at the requested meeting with the Lac Ste. Anne Council.

292/19

CARRIED 7/0

2. Public Works Report

Discussion took place on the July 9, 2019 Public Works Report, as circulated.

3. Councillor Verbal Reports

COUNCILLOR VANDERMEER:

That Council receives the CAO's Report, Public Works Report, and Councillor Verbal Reports for information as presented.

293/19

CARRIED 7/0

PUBLIC WORKS:

1. Town of Rocky Mountain House – Lagoon Summary Report June 2019; Request for Funding

Council discussed the options for supporting the Town request for funding for capital costs, maintenance costs, and amending the agreement.

J. Vandermeer left the meeting 11:09
J. Vandermeer joined the meeting 11:13

COUNCILLOR SWANSON:

That Council approves funding the 20% of the additional OPTAER fine bubble laterals, the blower block addition and repair kit, engineering and contingency for the Town of Rocky Mountain House Lagoon up to the estimated amount of \$106,214.00;

294/19

CARRIED 5/2

RECESS:	Reeve Duncan recessed the meeting at 12:00 pm.	
CALL TO ORDER:	Reeve Duncan called the meeting to order at 12:45 pm with the following people present: Councillors, Laird, Loughheed, Laing, Hoven and Swanson; E. Emmons, M. Hagan.	
CLOSED SESSION:	COUNCILLOR SWANSON:	That Council moves to Closed session at 12:46 pm.
295/19	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 with respect to I1. Jennifer Massig, Magna Engineering and Chris Fields, Rynic – Clearwater County Broadband Strategy and I2. Verbal Update provided by Reeve in accordance with FOIP s.16 and s 21 (1)(a).	
	J. Massig (Delegate), C. Fields (Delegate), R. Emmons (Advice), M. Hagan (Advice), E. Hansen (Advice), C. McDonald (Advice), W. Wedman (Clerk).	
	COUNCILLOR LAIRD:	That Council reverts to Open session at 3:48 pm.
296/19	CARRIED 7/0	
	COUNCILLOR VANDERMEER:	That the meeting proceeds past 4:00 pm.
297/19	CARRIED 7/0	
	COUNCILLOR LOUGHEED:	That Council moves to Closed Session at 3:50 pm
298/19	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 with respect I2. Verbal Update provided by Reeve in accordance with FOIP s.16 and s 21 (1)(a).	
	R. Emmons (Advice), M. Hagan (Advice), K. Magnus (Advice), E. Hansen (Advice), C. McDonald (Advice), C. Heggart (Advice), D. Tutic (Clerk), W. Wedman (Clerk).	
	COUNCILLOR SWANSON:	That Council moves to an Open Session at 5:12 pm
299/19	CARRIED 7/0	
MUNICIPAL SERVICES:	<u>3. Intermunicipal Regional Fire Rescue Services Agreement</u>	
	COUNCILLOR LAIRD:	That Council approves Administration's drafted response letter to the Town of Rocky Mountain House regarding the Intermunicipal Regional Fire Rescue Services Agreement.
300/19	CARRIED 7/0	
ADJOURNMENT:		

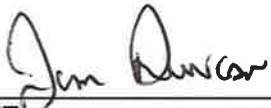
5:15 pm

301/19

COUNCILLOR LAING:

That the Meeting adjourns.

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER