

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held November 5, 2019, in the Clearwater County Council Chambers in Rocky Mountain House.

**1. CALL TO ORDER:**

The Meeting was called to order at 9:02 am by Reeve Hoven with the following in attendance:

Reeve  
Councillors

Tim Hoven  
Jim Duncan  
Cammie Laird  
Daryl Lougheed  
John Vandermeer  
Theresa Laing  
Michelle Swanson

Staff:

CAO  
Recording Secretary  
Director, Agriculture &  
Community Services  
Director, Public Works Infrastructure  
Director, Emergency &  
Legislative Services  
Regional Fire Chief  
Director, Corporate Services  
Systems Administrator  
Manager, Finance  
Communications Coordinator

Rick Emmons  
Tracy Haight

Matt Martinson  
Erik Hansen

Christine Heggart  
Steve Debienne  
Murray Hagan  
Mike Bell  
Rhonda Serhan  
Djurdjica Tutic

Media:

Adam Ophus

**2. AGENDA ADOPTION:**

COUNCILLOR SWANSON: That the November 5, 2019, Regular Meeting Agenda is adopted as presented.

425/19

CARRIED 7/0

**3. ADOPTION OF MINUTES:**

**3.1 October 22, 2019 Regular Meeting of Council Minutes**

COUNCILLOR SWANSON: That the Minutes of the October 22, 2019, Regular Meeting are adopted as presented.

426/19

CARRIED 7/0

**3.2 October 22, 2019 Public Hearing Bylaw 1072 Minutes**

COUNCILLOR LAIRD: That the Minutes of the October 22, 2019, Public Hearing are adopted as presented.

427/19

CARRIED 7/0

**3.3 October 22, 2019 Organizational Meeting of Council Minutes**

COUNCILLOR LAING: That the Minutes of the October 22, 2019, Organizational Meeting are adopted as presented.

428/19

CARRIED 7/0

**4. AGRICULTURE & COMMUNITY SERVICES:**

**4.1 Demolition of Faraway Hall and Skating Rink**

M. Martinson presented a request for funding to demolish the Faraway Hall and skating rink from the Faraway Community Society. The Hall and rink are unused due to deterioration and the Society considers that the current condition of these structures create public safety hazards and potential liability issues.

Discussion took place and Administration confirmed the following:

- Clearwater County provides liability insurance coverage for rural community halls at no cost to community hall associations.
- A building inspection is required to accurately estimate demolition costs.

COUNCILLOR DUNCAN: That Council considers Faraway Community Society's request to demolish and remove the abandoned Faraway Hall and skating rink during 2020 budget deliberations.

429/19

CARRIED 7/0

**5. CORPORATE SERVICES:**

**5.1 Third Quarter Financial Report**

Clearwater County's unaudited third quarter Capital and Operating Financial Report, as of September 30, 2019 was reviewed.

R. Serhan responded to questions and explained that out of the current outstanding tax levy, approximately 30% could be attributed to the provincial school requisition.

COUNCILLOR SWANSON: That Council receives the September 30, 2019, Capital and Operating Financial Report for information as presented.

430/19

CARRIED 7/0

**6. CAO OFFICE:**

**6.1 Meeting Procedures Bylaw Review**

T. Haight presented the draft Meeting Procedures Bylaw 1080 for Council's review. The new bylaw includes sections to address recording and livestreaming of meetings.

Discussion took place and additional amendments were suggested.

COUNCILLOR LAIRD: That Council grants first reading of Meeting Procedures Bylaw 1080/19.

**6.2 Council Committees Bylaw Review**

T. Haight presented the draft Council Committees Bylaw 1081 for Council's review.

**432/19** COUNCILLOR SWANSON: That Council grants first reading of Council Committees Bylaw 1081/19.  
CARRIED 7/0

**7. REPORTS:**

**7.1 CAO's Report**

Discussion took place on the November 5, 2019, CAO's Report as submitted.

**433/19** COUNCILLOR DUNCAN: That Council authorizes Councillor Vandermeer's attendance at the Caroline Royal Canadian Legion Remembrance Day ceremony on November 11, 2019.  
CARRIED 7/0

**434/19** COUNCILLOR LAING: That Council authorizes councillors' attendance at Parkland Community Planning Services' 'Joint Use Planning Agreements Research Project' session on November 20, 2019.  
CARRIED 7/0

**435/19** COUNCILLOR SWANSON: That Council authorizes councillors' attendance at Central Alberta Economic Partnership's annual Fall General Meeting on November 20, 2019.  
CARRIED 7/0

R. Emmons announced that intermunicipal collaboration committee meetings are now scheduled for Clearwater and Lacombe Counties to discuss the draft intermunicipal collaboration framework and development plan for the two municipalities.

**436/19** COUNCILLOR SWANSON: That Council appoints Councillors Laird and Lougheed to the Lacombe – Clearwater Intermunicipal Collaboration Committee effective from November 5, 2019 to October 27, 2020.  
CARRIED 7/0

**7.2 Public Works Report**

Discussion took place on the October 22, 2019 Public Works Report, as submitted.

**7.3 Councillor Reports**

Reeve Hoven and Councillors Swanson and Vandermeer reported on meetings and events they attended on behalf of Clearwater County from October 22 to November 4, 2019.

**7.4 Councillor Remuneration**

COUNCILLOR VANDERMEER: That Council receives the CAO's Report, Public Works Report, Councillor Remuneration and Councillor Reports and for information as presented.

437/19

CARRIED 7/0

RECESS: Reeve Hoven recessed the meeting at 10:11 am.

CALL TO ORDER: Reeve Hoven called the meeting to order 10:30 am.

**8. CLOSED SESSION:**

COUNCILLOR VANDERMEER: That Council approves meeting as a Committee of the Whole in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 197 of the Freedom of Information and Protection of Privacy Act (FOIP), to discuss the following items:

8.1 Results of Audit Services Request for Proposal – Third Party Interest FOIP s.16 - Disclosure Harmful to Business Interests of a Third Party; and 8.2 Advice From Officials – Clearwater Regional Fire Rescue Services FOIP s.24 at 10:31 am.

438/19

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 on 8.1 Results of Audit Services Request for Proposal – Third Party Interest:

R. Emmons (Advice), M. Hagan (Advice), C. Heggart (Advice), S. Debienne (Advice), R. Serhan (Advice), E. Hansen (Advice) D. Tutic (Advice) and T. Haight (Clerk).

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion on 8.2 Advice From Officials – Clearwater Regional Fire Rescue Services:

R. Emmons (Advice), M. Hagan (Advice), C. Heggart (Advice), S. Debienne (Advice), E. Hansen (Advice) D. Tutic (Advice), and T. Haight (Clerk).

C. Heggart, S. Debienne, E. Hansen, D. Tutic and T. Haight left the meeting.

**COUNCILLOR DUNCAN:** That Council reverts the meeting to an open session at 11:59 am.

**439/19**

**CARRIED 7/0**

**RECESS:** Reeve Hoven recessed the meeting at 11:59 am.

**CALL TO ORDER:** Reeve Hoven called the meeting to order 12:44 am.

**CLOSED SESSION:**

**COUNCILLOR DUNCAN:** That Council approves meeting as a Committee of the Whole in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 197 of the Freedom of Information and Protection of Privacy Act (FOIP), to discuss the following items: 8.3 Advice From Official – Draft Response *FOIP* s.24; and 8.4 Connect to Innovate Funding Update – Third Party Interest; *FOIP* s.16 - Disclosure Harmful to Business Interests of a Third Party at 12:44 pm.

**440/19**

**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 on 8.3 Advice From Officials – Draft Response:

R. Emmons (Advice), M. Hagan (Advice), and T. Haight (Clerk).

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion on Item 8.4 Connect to Innovate Funding Update – Third Party Interest:

R. Emmons (Advice), M. Hagan (Advice), E. Hansen (Advice), C. McDonald (Advice) and T. Haight (Clerk).

COUNCILLOR LOUGHEED: That Council reverts the meeting to an open session at 4:37 pm.

441/19

CARRIED 7/0

RECESS: Reeve Hoven recessed the meeting at 4:37 pm.

CALL TO ORDER: Reeve Hoven called the meeting to order 4:42 pm.

COUNCILLOR VANDERMEER: That Council extends the meeting past 4:00 pm.

COUNCILLOR LAING: That Council appoints Metrix Group LLP, Chartered Professional Accountants as auditors for Clearwater County for the 2019, 2020 and 2021 fiscal years and, with agreement of both parties, for two optional one-year extensions thereafter.

ADJOURNMENT:

COUNCILLOR LAIRD: That the Meeting adjourns at 4:42 pm.

442/19

CARRIED 7/0

  
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REEVE  
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CHIEF ADMINISTRATIVE OFFICER