

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held April 23, 2019, in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:01 a.m. by Reeve Duncan with the following in attendance:

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

Staff: Chief Administrative Officer Recording Secretary Director, Corporate Services Director, Agriculture & Community Services Director, Emergency & Legislative Services Director, Public Works Operations Manager, Assessment Communications Coordinator Gravel Roads Supervisor Administrative Assistant Executive Assistant	Rick Emmons Whitney Wedman Murray Hagan Matt Martinson Christine Heggart Kurt Magnus Rob Kotchon Djurdjica Tutic Danny Setterlund Amber Williams Tracy-Lynn Haight
--	--

Media:	Dianne Spoor Adam Ophus
--------	----------------------------

Delegates: Executive Director, Mountain Rose Women’s Shelter Housing Support Coordinator, Mountain Rose Women’s Shelter Victim Services Coordinator Director, Recreation and Community Services, Town Rocky Mountain House	Cindy Easton Karen Kanter Marsie Tyson Roger Smolnicky
---	---

Public:	Helge Nome Marianne Cole
---------	-----------------------------

AGENDA APPROVAL: Adoption of April 9, 2019 Public Hearing Minutes – Bylaw 1059/19 Land Use Amendment was added to the April 23, 2019 Agenda as Item C2.

COUNCILLOR LAIRD:	That the April 23, 2019 Regular Meeting Agenda is adopted as amended.
-------------------	---

153/19	CARRIED 7/0
--------	-------------

**CONFIRMATION
OF MINUTES:**

1. April 09, 2019 Regular Meeting of Council Minutes

COUNCILLOR LOUGHEED: That the Minutes of the April 09, 2019, Regular Meeting are adopted as circulated.

154/19

CARRIED 7/0

2. April 09, 2019 Public Hearing Minutes – Bylaw 1059/19 Land Use Amendment

COUNCILLOR VANDERMEER: That the Minutes of the April 09, 2019, Public Hearing for Bylaw 1059/19 are adopted as circulated.

155/19

CARRIED 7/0

DELEGATION:

1. Community Working Group on Homelessness (CWGH)

C. Easton spoke about the men, women and youths in our area that are or have experienced homelessness. The goal of the CWGH is to create safe shelters for residents in our community that require assistance.

A request was made to appoint a Councillor to the Community Working Group on Homelessness Committee. The CWGH holds meetings once a month with the majority of meetings held on Tuesdays. Discussion took place on the value and benefits of a Councillor attending the working group meetings.

COUNCILLOR LOUGHEED: That Council receives the Community Working Group on Homelessness Delegation's information as presented.

156/19

CARRIED 7/0

COUNCILLOR SWANSON: That Council reviews and assesses previous homelessness reports from the Mountain Rose Women's Shelter prior to determining appointment to the Community Working Group on Homelessness.

157/19

CARRIED 7/0

**AGRICULTURE &
COMMUNITY
SERVICES:**

1. Town of Rocky Mountain House Capital Funding Request for North Saskatchewan River Park Improvements

R. Smolnicky from the Town of Rocky Mountain House presented a financial report on capital improvements to the North Saskatchewan River Park.

A request was made for Clearwater County to match the Town of Rocky Mountain House's contribution of \$200,000.00 for improvements. Funding for improvements include: covered bleachers, power, non-potable water system, portable bleachers, fencing, infield box upgrades and a contingency fund.

COUNCILLOR VANDERMEER: That Council adjusts the 2019 Operating budget by increasing Community Services Recreation by \$200,000 and decreasing Transfers to Reserves by the same amount.

158/19

CARRIED 7/0

2. Draft 'Grant Funding for Community Halls' Policy and Procedures

M. Martinson presented the revised Grant Funding for Community Halls Policy.

A discussion ensued regarding a review of the Insurance Policy. An open house/workshop for the Community Halls will be implemented to present the new policy and build consistent relationships with the halls.

COUNCILLOR LAIRD: That Council adopts the 'Grant Funding for Community Halls' Policy as presented, effective April 23, 2019.

159/19

CARRIED 7/0

**PUBLIC
WORKS:**

1. Grader Beat Contract Tender Awards – Beat #501, 508, 510, and 513

Clearwater County received tenders for the maintenance of grader beats 501, 508, 510, and 513.

Each grader beat contract is for a five-year term starting May 1, 2019 for maintenance of approximately 143 km, 161 km, 167 km and 172 km, respectively, of gravel road. An extension may be awarded for a period of 1 to 3 years after the five-year term is completed.

Each beat should be completed in 10 to 14 days however, estimated completion times can differ as road conditions change.

COUNCILLOR SWANSON: That Council awards the Grader Beat 501 maintenance contract to Collar Construction Ltd for a five-year term, effective May 1, 2019.

160/19

CARRIED 7/0

COUNCILLOR HOVEN: That Council awards the Grader Beat 508 maintenance contract to 734989 AB Ltd. for a five-year term, effective May 1, 2019.

161/19

CARRIED 4/3

COUNCILLOR LAING: That Council awards the Grader Beat 510 Maintenance contract to Jomad Industries Ltd. for a five-year term, effective May 1, 2019.

162/19

CARRIED 5/2

COUNCILLOR LAING: That Council awards the Grader Beat 513 maintenance contract to Spirit Rider Trucking Ltd. for a five-year term, effective May 1, 2019.

163/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 10:34 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 10:44 am with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan.

MUNICIPAL: 1. Sundre Petroleum Operators Group (SPOG) Board of Directors' Appointment

Council discussed reappointing a representative to the SPOG board of directors' meetings.

COUNCILLOR SWANSON:

That Council appoints Councillor Hoven to the Sundre Petroleum Operators Group Board of Directors effective April 23, 2019 to October 22, 2019.

164/19

CARRIED 5/2

2. Alberta Masters Games – Road Race Request for Resources

The Alberta Masters Games “Road Race” Coordinator has requested approval for one Clearwater County Community Peace Officer to be the lead vehicle for the Road Race taking place on Sunday August 25, 2019. To date Council has supported a total of \$284,000.00 of gifts-in-kind to the games. Council discussed authorizing additional support for the Alberta Masters Games.

COUNCILLOR SWANSON :

That Council tables item G2 “Alberta Masters Games – Road Race Request for Resources” pending a presentation from Alberta Masters Games to Council.

165/19

CARRIED 7/0

3. Appointment of Clearwater County’s Director of Emergency Management

COUNCILLOR LAIRD:

That Council appoints Christine Heggart, as Clearwater County’s Director of Emergency Management, effective April 23, 2019.

166/19

CARRIED 7/0

CORPORATE SERVICES:

1. Allocation of Surplus for Year Ending December 31, 2018

R. Serhan reported on allocation of surplus and budget adjustments for year ending December 31, 2018.

The Condor Public Services Building and the Nordegg Mobile Home Park projects were not completed in 2018 and will need a budget adjustment in 2019 as well.

COUNCILLOR LAING: That Council approves allocation of surplus funds in the amount of \$13,603,918 for year ending December 31, 2018, as listed in Appendix 'A' attached to these minutes; and, that Council approves the 2019 Capital budget increase in the amount of \$200,000 for the Condor Public Services Building project and \$320,000 for the Nordegg Mobile Home project with \$520,000 from the Work in Progress Reserve.

167/19

CARRIED 7/0

INFORMATION:

1. CAO's Report

R. Emmons reported the following:

- Alberta Culture and Tourism has awarded \$75,000.00 in grant funding to support continued development of the Rocky-to-Nordegg Rail Trail.
- The 2019 Economic Developers Association of Canada Conference takes place in Edmonton on September 21-24, 2019. Discussion ensued regarding the addition of a second Councillor to the conference.
- Clearwater Regional Family and Community Support Services Board is in the process of advertising for a vacant board position.
- An online survey to seek public input on the Economic Development Strategy will be available until May 17, 2019. The Rocky Mountain House and District Chamber of Commerce Trade Show will be taking place on May 3-4, 2019 and the County's Economic Development Officer (EDO) will be attending to address any questions that the public may have regarding the strategy.
- The EDO and Ag and Community Services are working with the Rocky Ag Society to encourage farm participation in the 2019 Alberta Open Farm Days.

COUNCILLOR SWANSON: That Councillor Vandermeer Attend the 2019 Economic Developers Association of Canada Conference and Council authorizes a second Councillor to attend.

168/19

CARRIED 7/0

2. Public Works Report

Discussion took place on the April 23, 2019, Public Works Report, as circulated.

3. Councillor Verbal Reports

Councilor Swanson reported on the Family and Community Support Services (FCSS) gala held on April 11, 2019 as well as the Blue Power Energy Corporation's Annual General Meeting.

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

169/19

CARRIED 7/0

CORPORATE SERVICES:

2. Direction for Tax Rate Bylaw 1065/19

Council discussed the financial report presented by R. Serhan. There is a delay in presenting the complete tax rate bylaw due to the province's delayed statement of intent for the provincial school requisition for 2019 because of the 2019 election.

The Province has stated that 'municipalities may choose to estimate a 2019 education property tax requisition or may wish to delay setting a property tax bylaw until further information is available. An estimate can be done using 2017 equalized assessment data and the 2018 uniform education tax rates or using the 2018 Education Property Tax requisition amount. Alternatively, municipalities may wish to wait to set their local education property tax rates once the provincial budget is tabled.'

A 0% increase in the municipal tax rate would leave the County in a deficit position of \$434,331 alternatively, a 1% overall tax rate increase would leave the County in a surplus position of \$35,826.

COUNCILLOR HOVEN: That Council tables item H1 "Direction for Tax Rate Bylaw 1065/19 pending the Auditors Report.

170/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 11:51 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 1:02 pm with the following people present: Councillors: Laird, Lougheed, Laing, Vandermeer, Hoven, Duncan and Swanson; R. Emmons, M. Hagan.

3. Auditors' Report, Metrix Group LLP – Draft 2018 Financial Statements

R. Serhan presented an overview of the Clearwater County Consolidated Statement of Financial Position for the year ending on December 31, 2018 and explained budget variances.

R. Serhan introduced Phil Dirks, Chartered Accountant and Partner at Metrix Group LLP.

P. Dirks provided background information on the 2018 audit process and noted auditor duties and responsibilities.

He stated that the County remains in good financial condition with low debt, healthy reserves, average to low taxes, and comparable spending. He noted that there are no significant control deficiencies, no unusual accounting policies or estimates, no material uncorrected misstatements, and no difficulties were encountered during the audit.

P. Dirks stated that the 2018 audit went well and thanked staff for their assistance and well managed records.

M. Hagan noted that the reserve transfers discussed earlier in the meeting, and approved by Council, have been reflected in the statements and that minor changes will take place with respect to the tax revenue budget and schedule 2.

COUNCILLOR LAIRD: That Council approves the Auditors' Report, Metrix Group LLP, Draft 2018 Financial Statements as presented subject to changes to the tax revenue budget and schedule 2 of the financial statements.

171/19 CARRIED 7/0

COUNCILLOR SWANSON: That Council lifts item H1 "Direction for Tax Rate Bylaw 1065/19" off the table.

172/19 CARRIED 7/0

2. Direction for Tax Rate Bylaw 1065/19

Council discussed increasing municipal tax rate by 1% or compensate any deficit with a 0% increase using municipal reserves.

COUNCILLOR VANDERMEER: That Council directs Administration to draft the 2019 Tax Rate Bylaw 1065/19 to implement a 1% tax increase.

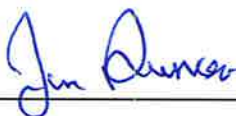
173/19 CARRIED 5/2

ADJOURNMENT:


COUNCILLOR SWANSON: That the Meeting adjourns.

1:56 pm

174/19 CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER