

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held February 10, 2015 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 Alexander with the following being present:

Reeve:	Patrick Alexander
Councillors:	Earl Graham
	Curt Maki
	Jim Duncan
	Theresa Laing
	Kyle Greenwood
	John Vandermeer
CAO:	Ron Leaf
Director, Public Works:	Marshall Morton
Recording Secretary:	Tracy Haight
Staff:	Erik Hansen
	Kurt Magnus
	Brad Welygan
	Ron McIvor
	Kate Unwin
Media:	Denia Gravelle
	Laura Button

**AGENDA  
APPROVAL:**

Councillor Laing requested the addition of a verbal committee report as item G4 - Town of Rocky Mountain House Arena; and Ron Leaf requested the addition of item F4 – Central Alberta Association of Municipal Districts and Counties (CAAMDC) Special Meeting at Spring Convention.

COUNCILLOR GREENWOOD: That the February 10, 2015 Regular Meeting Agenda be accepted as amended.

**046/15**

CARRIED 7/0

**CONFIRMATION  
OF MINUTES:**

**1. January 27, 2015 Regular Meeting Minutes**

COUNCILLOR DUNCAN: That the Minutes of the January 27, 2015 Regular Meeting be accepted as amended.

**047/15**

CARRIED 7/0

**PUBLIC  
WORKS:**

**1. Policy Review: Road Use Policy for Industrial/Commercial Truck Hauls**

Kurt Magnus introduced new staff Kate Unwin, Public Works Project Technologist, to Council.

Keith McCrae joined the meeting.

Marshall Morton reviewed draft amendments to the County's Road Use Policy for Industrial/Commercial Truck Hauls and explained that the proposed changes provide clarity and more clearly define the responsibilities of industry and commercial users regarding surfaced road cleanup and loading/unloading

of equipment on roads. Mr. Morton also outlined amendments to the Clearwater County Road Use Agreement as a result of the proposed policy amendments.

Discussion followed on the importance of public safety and the protection of roadways during truck hauls. Council suggested including the definition of "snow event" in the policy to add further clarity.

Mr. Morton noted the revised policy will be presented to Council for final approval at the next meeting.

COUNCILLOR GRAHAM: That Council accepts the amendments to the "Road Use Policy for Industrial/Commercial Truck Hauls" as presented.

048/15

CARRIED 7/0

## **2. DRAFT Policy: Endeavour to Assist**

Erik Hansen presented a draft policy for the purpose of establishing a program for developers to recover a portion of costs spent on infrastructure that was required by the County and/or the provincial government as part of conditions for development approval.

Mr. Hansen explained the rationale for the policy development and outlined the policy statement and definitions.

Ted Hickey joined the meeting.

Mr. Morton and Mr. Hansen reviewed the policy procedure and noted wording and statements as written in the policy are intended as all-encompassing due to the amount of varied situations that the policy may apply to. The policy is designed to provide basic guidelines and opportunity for the evaluation of each situation. Council noted the word "thing" in Procedure: 1.e) as too vague.

Similarities between the proposed policy and the current "Access Roads" policy were identified and Mr. Morton noted the "Access Roads" policy will be amended accordingly and presented to Council at first opportunity.

Keith McCrae responded to questions from Council and explained the potential appeal process for unsuccessful applications under the Endeavour to Assist Program and noted the process would be related to conditions placed on a development permit or, potentially, a Subdivision Appeal Board decision.

Council discussed several different scenarios in which the proposed policy would apply and the effect on developers' costs. It was noted this program may promote development.

COUNCILLOR MAKI: That Council accepts the draft "Endeavour to Assist Program" policy with amendments as discussed.

049/15

CARRIED 7/0

**COMMUNITY &  
PROTECTIVE  
SERVICES:**

## **1. Aurora Community Centre Grant Request**

Ted Hickey presented an application for grant funding from the Aurora Community Centre. Mr. Hickey provided details of the centre's construction project that includes an indoor washroom and kitchen, wheelchair ramp and

electrical work. He noted the estimated total cost for the project is \$32,400 and that the centre is requesting \$13,575.

Discussion followed and Council noted the Centre's successful funding of over half the project's cost and work done to date.

Council questioned the Centre's expenditure of County grant funding previously received over the last two years. Mr. Hickey stated as the Centre's 2015 year-end financial statements are not available as of yet, he is unable to provide that information.

COUNCILLOR VANDERMEER: That Council tables the Aurora Community Centre Grant Request pending receipt of Aurora Community Centre's 2015 year-end financial statements.

050/15

CARRIED 7/0

## **2. Fire Station Location Study**

Ted Hickey reported that on January 28, 2015, the Clearwater Regional Fire & Rescue Service Board passed a motion recommending Council defer the 2015 fire station location study, to 2016. Mr. Hickey requested direction from Council on how Council would like to proceed as the deferral will impact long term capital planning.

Cammie Laird joined the meeting.

Councillor Vandermeer explained the Board's rationale for deferring the study and noted that potential conclusions of the study may have public, political, and procedural implications within the communities of Leslieville and Condor. The Board supposes the cost of the study, at \$25,000, may not be of cost benefit at this time and suggests further discussions take place with Clearwater Regional Fire Rescue Service prior to conducting a study.

Mr. Hickey and Regional Fire Chief Laird responded to questions from Council and discussion followed on the positive working and training relationships between the Leslieville and Condor fire stations, lack of space, and substandard condition of the buildings. Council noted that conducting a study does not place any of the fire stations at risk of closure.

Council determined a tour of the three fire stations in Clearwater County, along with several public works projects, would be beneficial.

COUNCILLOR GRAHAM: That Council tours Condor, Leslieville, and Village of Caroline fire stations during a spring road tour.

051/15

CARRIED 7/0

MUNICIPAL:

## **1. DRAFT Policy: Reimbursement of Legal Costs**

Ron Leaf presented a draft policy to address the reimbursement of legal costs incurred by Clearwater County's elected officials, staff, volunteers, and board members. Mr. Leaf explained the policy statement, definitions and noted key provisions in the *Procedure* section.

Mr. Leaf responded to questions from Council and noted the term "designated officer" applies to Council appointed positions such as a fire chief, weed inspectors, and senior assessor.

COUNCILLOR LAING: That Council accepts the draft "Reimbursement of Legal Costs" policy as presented.

052/15

CARRIED 7/0

COUNCILLOR DUNCAN: That the "Reimbursement of Legal Costs" policy be presented at the February 24, 2015 Regular Meeting.

053/15

CARRIED 7/0

**2. MGA Review**

Ron Leaf provided an overview and administrative comments on the "Municipal Government Act Review Emerging Themes: A Summary of Municipal Partner and Stakeholder Considerations" report released January 2015 by the provincial government.

Council discussed the various comments as presented in the report and noted items related to:

- Provincial – Municipal Relations
- Municipal accountability and transparency
- Governance
- Municipal viability
- Regional decision making
- Revenues
- Property assessment and taxation
- Managing Growth

Reeve Alexander noted there is merit in future discussions relating to regional collaboration, competition between municipalities, and duplication of services.

COUNCILLOR DUNCAN: That Council accepts the information as presented.

054 /15

CARRIED 7/0

Discussion followed on key issues and potential questions that Council would raise during the Ministerial Forum at the AAMDC Spring Conference. Council determined that it is too early to decide on what questions to ask and to wait until the provincial government releases the 2015 provincial budget.

COUNCILLOR MAKI: That Council tables the formation of a list of questions for the Ministerial Forum pending further information.

055 /15

CARRIED 7/0

**3. DRAFT 2015 – 2018 Strategic Plan**

Council reviewed a portion of the draft 2015-2018 Clearwater County Strategic Plan and noted the priorities, objectives, and strategies for: managing growth; a well governed and leading organization; and community well-being.

Discussion followed and Council suggested several formatting and administrative amendments.

Ron Leaf explained that historically, public response to requests for comment on previous strategic plans has been limited. Therefore, a new process for community engagement and public consultation on the Plan is proposed as follows:

1. contact the following agencies for their perspective and comments on the draft Plan:
  - Town and Village Councils
  - Town and Village Administrations
  - Ag Services and Landcare Board
  - Rocky, Caroline, and Nordegg Chambers of Commerce
  - Caroline Ag Society
2. provide a summary of comments arising from these meetings, and present a final draft of the Plan for Council's review;
3. release the final draft of the Plan for a two to three week period for public comment
4. submit a summary of public comments for Council's consideration, after which Council may amend and/or approve the Plan.

Discussion followed and Council suggested including the David Thompson Recreation Board in the consultation process.

COUNCILLOR VANDERMEER: That Council accepts the DRAFT 2015-2018 Clearwater County Strategic Plan in principle.

056 /15

CARRIED 7/0

COUNCILLOR DUNCAN: That Council engages the community and public in consultation on the DRAFT 2015-2018 Clearwater County Strategic Plan.

057 /15

CARRIED 7/0

**4. Central District – AAMDC (CAAMDC) Special Meeting – Spring Convention**

Ron Leaf stated that the CAAMDC passed a motion to allow one vote per each municipal member to approve the CAAMDC FCM Committee Nomination Terms of Reference, travel expense cost share formula, and the CAAMDC nominee to the FCM Board, at the upcoming CAAMDC Special Meeting.

Discussion followed on the items for consideration and Councillor Maki indicated his interest in representing Council's vote.

COUNCILLOR VANDERMEER: That Council designates Councillor Maki as Council's representative at the CAAMDC Special Meeting.

058/15

CARRIED 7/0

**INFORMATION:**

Council discussed attendance at the Jubilee Reciprocal meeting during the AAMDC Spring Conference and Councillors Maki and Greenwood indicated interest in attending.

**4. Information as presented by Councillor Laing**

Councillor Laing provided an update on the Rocky Mountain House Arena project and noted completion is delayed due to construction challenges. Discussed followed on potential cost overruns due to the delay.

COUNCILLOR GREENWOOD: That Council accepts the CAO Report, Public Works Director's Report, Information as presented by Councillor Laing, and Accounts Payable Listing as information.

059/15

CARRIED 7/0

Reeve Alexander recessed the Council meeting for lunch at 12:19 P.M.

Reeve Alexander reconvened the Council meeting at 12:46 P.M. with the following present: Councillors Graham, Duncan, Laing, Vandermeer, Maki, and Greenwood; Ron Leaf, Tracy Haight, Rudy Huisman, and Rhonda Serhan.

**IN CAMERA:**

COUNCILLOR GRAHAM: That Council meets as a Committee of the Whole to discuss DRAFT Revenue Share Agreements with the Town of Rocky Mountain House and Village of Caroline at 12:46 P.M.

060/15

CARRIED 7/0

COUNCILLOR MAKI: That the meeting reverts to an Open Meeting at 1:30 P.M.

061/15


CARRIED 7/0

**ADJOURNMENT:  
1:30 P.M.**

COUNCILLOR DUNCAN: That the Meeting adjourns.

062/15

CARRIED 7/0

  
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REEVE

  
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CHIEF ADMINISTRATIVE OFFICER