

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held November 26, 2019, in the Clearwater County Council Chambers in Rocky Mountain House.

1. CALL TO ORDER:

The Meeting was called to order at 9:00 am by Reeve Hoven with the following in attendance:

Reeve
Councillors

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

Staff:
CAO
Recording Secretary
Director, Planning & Development
Director, Public Works Infrastructure
Director, Agriculture & Community Services
Senior Planner
Senior Planner
Planner
Development Officer
Director, Corporate Services
Director, Emergency & Legislative Services
Manager, Assessment
Economic Development Officer
Systems Administrator
Communications Coordinator

Rick Emmons
Tracy Haight
Keith McCrae
Erik Hansen

Matt Martinson
Jose Reyes
Kim Gilham
Dustin Bisson
Eleanor Pengelly
Murray Hagan

Christine Heggart
Rob Kotchon
Jerry Pratt
Mike Bell
Djurdjica Tutic

Public:

Rose Marie Sackela
Jere Geiger

Media:

Diane Spoor
Adam Ophus

2. AGENDA ADOPTION:

COUNCILLOR DUNCAN:

That the 'Âsokêwin Friendship Centre Request for Funding' is added to the November 26, 2019, Regular Meeting Agenda as Item 8.3.

443/19

CARRIED 7/0

COUNCILLOR VANDERMEER:

That the November 26, 2019, Regular Meeting Agenda is adopted as amended.

444/19

CARRIED 7/0

3. ADOPTION OF MINUTES:

3.1 November 5, 2019 Regular Meeting of Council Minutes

The Minutes were amended to read as follows:

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.

445/19

COUNCILLOR LOUGHEED: That the Minutes of the November 5, 2019, Regular Meeting are adopted as amended.

CARRIED 7/0

COUNCILLOR SWANSON: That Council holds a Public Hearing on proposed Bylaw 1074/19 Clearwater County – County of Wetaskiwin No. 10 Intermunicipal Development Plan.

446/19

CARRIED 7/0

4. PUBLIC
HEARING:

4.1 Bylaw 1074/19 Clearwater County – County of Wetaskiwin No. 10 Intermunicipal Development Plan

A record of the public hearing held on proposed Bylaw 1074/19 is attached as Appendix ‘A’ and considered to be part of these minutes. The public hearing commenced at 9:00 am and closed at 9:23 am.

5. PLANNING &
DEVELOPMENT:

5.1 Consideration of Second Reading – Bylaw 1074/19 Clearwater County – County of Wetaskiwin No. 10 Intermunicipal Development Plan

The purpose of Bylaw 1074/19 is to adopt an Intermunicipal Development Plan for Clearwater County and County of Wetaskiwin No. 10.

Council reviewed and considered information presented at the Public Hearing for Bylaw 1074/19.

COUNCILLOR VANDERMEER: That Council grants second reading of Bylaw 1074/19 to adopt the Clearwater County and County of Wetaskiwin No. 10 Intermunicipal Development Plan.

447/19

CARRIED 7/0

6. EMERGENCY &
LEGISLATIVE
SERVICES:

6.1 Bylaw 1075/19 – Wetaskiwin County and Clearwater County Intermunicipal Collaboration Framework

The purpose of Bylaw 1075/19 is to adopt the Wetaskiwin County No. 10 and Clearwater County Intermunicipal Collaboration Framework. The Framework was developed in accordance with Municipal Government Act legislation, to identify services provided by each municipality; services that are provided on an intermunicipal basis; and, how intermunicipal services are delivered and funded.

C. Heggart noted that only a second reading is required at this time and third reading will follow once Wetaskiwin County’s public hearing for the bylaw is completed on December 5.

448/19

COUNCILLOR SWANSON: That Council grants second reading of Bylaw 1075/19 to adopt the Wetaskiwin County No. 10 and Clearwater County Intermunicipal Collaboration Framework.

CARRIED 7/0

6.2 Bylaw 1078/19 Brazeau County and Clearwater County Intermunicipal Collaboration Framework

The purpose of Bylaw 1078/19 is to adopt the Brazeau County and Clearwater County Intermunicipal Collaboration Framework. The Framework was developed in accordance with Municipal Government Act legislation, to identify services provided by each municipality; services that are provided on an intermunicipal basis; and, how intermunicipal services are delivered and funded.

C. Heggart noted Brazeau and Clearwater County are exempted from developing an Intermunicipal Development Plan by Ministerial Order MSL:047/18 as each municipality’s borders are in provincial or federal crown lands.

449/19

COUNCILLOR LOUGHEED: That Council grants second reading of Bylaw 1078/19 to adopt the Brazeau County and Clearwater County Intermunicipal Collaboration Framework.

CARRIED 7/0

450/19

COUNCILLOR LAING: That Council grants third reading of Bylaw 1078/19 to adopt the Brazeau County and Clearwater County Intermunicipal Collaboration Framework.

CARRIED 7/0

5. PLANNING & DEVELOPMENT

5.2 Telecommunication Tower Policy

K. Gilham explained Innovation, Science and Economic Development Canada’s (ISED) process for approving installation of antenna systems, including masts, towers and other antenna-supporting systems, for radiocommunication and broadcasting services that includes the requirement for local land-use authority and public consultation.

K. Gilham reviewed ISED guides and protocol templates that are available for municipalities to use in developing local protocols to manage consultation requirements and address concerns related to proposed system installation.

Discussion took place and it was noted that although ISED is the governing body over tower installation, it would be advantageous for the County to develop policy for improved consultation and notification processes. However, the policy should not complicate the process and include exemptions for consultations as identified by ISED.

COUNCILLOR SWANSON: That Council directs Administration to Draft telecommunication tower and antenna systems siting policy to reflect exemptions as stated in the 'Radiocommunication and Broadcasting Antenna Systems' Spectrum Management and Telecommunications Client Procedures Circular.

451/19

CARRIED 7/0

6. EMERGENCY &
LEGISLATIVE
SERVICES:

6.3 Alberta Community Partnership Grant Application

C. Heggart stated that Ponoka County intends to submit an Alberta Community Partnership Grant application for completion of the Intermunicipal Development Plan (IDP) and Intermunicipal Collaboration Framework (ICF) with Clearwater County, as required by the Municipal Government Act.

Ponoka County asks that Clearwater County, as a partner, support the application.

COUNCILLOR LAIRD: That Council authorizes Ponoka County as the managing partner to complete the Ponoka County – Clearwater County Intermunicipal Development Plan (IDP) and Intermunicipal Collaboration Framework (ICF) and fully supports Ponoka County's Alberta Community Partnership Grant application for IDP and ICF creation.

452/19

CARRIED 7/0

Discussion followed on the Provincial Government's proposed amendments to simplify ICF and IDP requirements and the impact these changes will have on municipalities. It was noted that considerable funds were spent by municipalities to comply with previous legislation for mandated ICF's and IDP's, however provincial grants were made available to cover some of the costs.

COUNCILLOR LAIRD: That Council sends a letter to the Provincial Government expressing support of the Province's *Red Tape Reduction Act* and requesting cost recovery for work done to date on Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans.

453/19

DEFEATED 3/4

7. CORPORATE
SERVICES:

7.1 Draft Bylaw 1082/19 – Small Business Sub-Class

R. Kotchon presented the draft Bylaw 1082/19 and stated the purpose of the bylaw is to authorize assessment sub-classes for non-residential property. This will allow for a separate municipal tax rate, less than the non-residential rate, for small business property owners.

COUNCILLOR LAING: That Council grants first reading of Bylaw 1082/19 to authorize a small business property assessment sub-class.

454/19 CARRIED 7/0

RECESS: Reeve Hoven recessed the meeting at 10:19 am

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

7.2 Council Christmas Greeting Advertising 2019

D. Tutic reviewed past practice for Council's Christmas holiday greeting advertisement. Historically, Council submits an advertisement for publication in the Mountaineer, Western Star and Sundre Round Up.

Three advertisements ran for one week in December and included a full colour photo of Council and a Christmas greeting. Last year, the total cost was \$1000 and costs were equally divided and paid by councillors.

Discussion took place and it was suggested to identify individual councillors and their respective divisions in the ad.

COUNCILLOR SWANSON: That Council authorizes the publication of Christmas Greeting Advertisements in the Mountaineer, Western Star and Sundre Round Up and on social media, with costs equally divided and paid by Councillors.

455/18 CARRIED 7/0

7.3 Council Meetings Live Streaming Update

D. Tutic updated Council on implementation of live streaming council meetings. Equipment and software installation, staff training and internal testing are complete and the program is ready to go live January 14, 2020.

COUNCILLOR SWANSON: That Council receives the 'Live Streaming Update' for information; and, that live streaming of Council's regular meetings and Strategic Planning Committee meetings begins January 14, 2020.

456/19 CARRIED 7/0

7.4 Communications Update

D. Tutic reviewed analytics on Clearwater County's website and social media user/viewer statistics. She also reported on past and current communication methods used by the County to inform and educate public and staff on County programs, services, events and current news.

D. Tutic presented recommendations for enhancing communications in 2020 which include the development of a 'Strategic Communications Plan'.

COUNCILLOR DUNCAN: That Council receives the 'Communication Update' for information and directs Administration to draft a 'Strategic Communications Plan'.

457/19 CARRIED 7/0

8. CAO OFFICE:	<u>8.1 Consideration of Second and Third Readings- Bylaw 1080/19 Meeting Procedures</u>	
	The purpose of Bylaw 1080/19 is to provide for the orderly proceedings of meetings held by Council and other boards/committees established by Council and, the transacting of business by Council during meetings.	
	COUNCILLOR VANDERMEER:	That Council grants second reading of Meeting Procedures Bylaw 1080/19.
458/19		CARRIED 7/0
459/19	COUNCILLOR DUNCAN:	That Council grants third reading of Meeting Procedures Bylaw 1080/19.
		CARRIED 7/0
<u>8.2 Consideration of Second and Third Readings- Bylaw 1081/19 Council Committees</u>		
The purpose of Bylaw 1081/19 is to govern the establishment and regulation of Council Committees and define the Committee's purpose and function.		
460/19	COUNCILLOR DUNCAN:	That Council grants second reading of Council Committees Bylaw 1081/19.
		CARRIED 7/0
461/19	COUNCILLOR SWANSON:	That Council grants third reading of Council Committees Bylaw 1081/19.
		CARRIED 7/0
9. REPORTS:	<u>9.1 CAO's Report</u>	
	Discussion took place on the November 26, 2019, CAO's Report as submitted.	
	<u>9.2 Public Works Report</u>	
	Discussion took place on the November 26, 2019 Public Works Report, as submitted.	
	<u>9.3 Councillor Reports</u>	
	Reeve Hoven and Councillors Loughheed, Laird, Vandermeer, Laing reported on meetings and events they attended on behalf of Clearwater County from November 5 to November 25, 2019.	
	<u>9.4 Councillor Remuneration</u>	
462/19	COUNCILLOR SWANSON:	That Council receives the CAO's Report, Public Works Report, Councillor Reports and Councillor Remuneration for information as presented.
		CARRIED 7/0

10. PUBLIC
WORKS:

10.1 Sunchild Road Asphalt Overlay Tender Award

E. Hansen presented tender results for the Sunchild Road project for approximately 48.10 km of asphalt overlay and other work from the junction of Highway 11 north to the County boundary.

Administration received nine bids with Border Paving Ltd. being the low valid bidder at a total of \$6,289,044.

COUNCILLOR VANDERMEER: That Council awards the Sunchild Road Asphalt Overlay and Other Work tender in the amount of \$6,289,044 to Border Paving Ltd.

463/19

CARRIED 7/0

8. CAO
OFFICE:

8.3 Âsokêwin Friendship Centre Request for Funding

R. Emmons presented Âsokêwin Friendship Centre's request for funds to help cover costs of installing a new furnace/AC unit in the Centre. Estimated unit replacement and installation cost is \$10,000 to \$15,000.

COUNCILLOR LAING: That Council approves grant funds, up to one-third of costs to a maximum of \$5,000, for replacement and installation costs of a furnace/AC unit at the Âsokêwin Friendship Centre; and, that funds are transferred from Contingency to Agriculture & Community Services 2019 budget.

464/19

CARRIED 7/0

RECESS:

Reeve Hoven recessed the meeting at 11:56 am.

CALL TO ORDER:

Reeve Hoven called the meeting to order 12:45 pm.

CLOSED
SESSION:

COUNCILLOR LOUGHEED:

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:
11.1 Land – Third Party Interest FOIP s.16 - Disclosure Harmful to Interests of a Third Party; 11.2 TeleSat – Third Party Interest FOIP s.16 - Disclosure Harmful to Interests of a Third Party; and, 11.3 Connect to Innovate Funding Update FOIP s.16 - Disclosure Harmful to Interests of a Third Party at 12:45 pm

465/19

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 Item 11.1 Land – Third Party Interest:

R. Emmons (Advice), M. Hagan (Advice), and M. Martinson (Advice), E. Hansen (Advice), D. Tutic (Admin Support) and T. Haight (Clerk).

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration:

R. Emmons (Advice), M. Hagan (Advice), C. McDonald (Advice), E. Hansen (Advice), D. Tutic (Admin Support), M. Bell (Admin Support) and T. Haight (Clerk);

and, Telesat representatives:

Michèle Beck, (Vice President, North American Sales) and Dennis Rogers, (Account Executive)

were in attendance in the closed session discussion on Item 11.2 TeleSat – Third Party Interest:

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 11.3 Connect to Innovate Funding Update:

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

COUNCILLOR SWANSON: That Council reverts the meeting to an open session at 5:31 pm.

466/19

CARRIED 7/0

RECESS: Reeve Hoven recessed the meeting at 5:31 pm.

CALL TO ORDER: Reeve Hoven called the meeting to order 5:36 pm.

COUNCILLOR DUNCAN: That Council considers development of an Agricultural Recreation Facility at a future Strategic Planning Committee meeting.

467/19

CARRIED 7/0

ADJOURNMENT:

COUNCILLOR DUNCAN: That the Meeting adjourns at 5:36pm

468/19

CARRIED 7/0


REEVE


CHIEF ADMINISTRATIVE OFFICER

Schedule A - Minutes of a Public Hearing, regarding Clearwater County Bylaw 1074/19 Clearwater County – County of Wetaskiwin No. 10 Intermunicipal Development Plan, held in the Clearwater County Council Chambers on November 26, 2019.

The Public Hearing was called to order at 9:04 am with the following being present:

Reeve:	Tim Hoven
Councillors:	John Vandermeer
	Cammie Laird
	Daryl Lougheed
	Theresa Laing
	Jim Duncan
	Michelle Swanson
Chief Administrative Officer	Rick Emmons
Recording Secretary	Tracy Haight
Director, Corporate Services	Murray Hagan
Senior Planner	Jose Reyes
Senior Planner	Kim Gilham
Director, Emergency & Legislative Services	Christine Heggart
Systems Administrator	Mike Bell
Director, Planning & Development	Keith McCrae
Development Officer	Eleanor Pengelly
Planner	Dustin Bisson
Communications Coordinator	Djurdjica Tutic
	Mike Bell
Media:	Adam Ophus
	Diane Spoor
Public:	Rose Marie Sackela
	Jere Geiger

The Public Hearing process was outlined by Reeve Hoven, Chair.

J. Reyes stated that as per legislation in the Municipal Government Act, two or more councils of municipalities that have common boundaries must adopt an intermunicipal development plan (IDP) to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

The content of the IDP being presented is the result of several discussions between the two Counties and input collected through a public engagement process.

J. Reyes explained the purpose and concepts of the statutory policy for the Intermunicipal Development Plan (IDP) between Wetaskiwin County No. 10 and Clearwater County. He explained the goal is to coordinate land use planning and infrastructure decisions to ensure the interests of both counties are taken into account. Topics covered in the IDP include:

- Context and background about major features that shape the available options for future land uses in the area (e.g. limits from pipeline setbacks);
- Land use patterns showing the locations for major existing residential, commercial and industrial areas of activity;
- Major existing road and pedestrian corridors and networks;
- Preservation of significant natural features;
- Coordination of economic development efforts;
- Potential sharing of facilities and services;

- Processes for ongoing communication and resolution of issues that may arise; and
- Existing municipal boundaries;
- Processes to administer the plan including an Intermunicipal Committee and process for referring planning applications for comments.

At the Clearwater County's October 22, 2019, regular council meeting Council reviewed and gave first reading to Bylaw 1074/19 which intends to adopt the Clearwater County - County of Wetaskiwin No. 10 IDP. Subsequently, the County of Wetaskiwin No. 10 gave first reading to its Bylaw 2019/49 for the same purpose on November 8, 2019. A public hearing, as well as second and third readings of the bylaw, are anticipated to take place on December 5th, 2019 at the County of Wetaskiwin.

He also noted as required by legislation and public participation policy, the proposed bylaw was available for public review on both of the Counties websites and circulated to residents within the area; notice of today's Public Hearing was advertised in the local newspapers and comments were invited from landowners adjacent to the IDP boundaries and referral agencies.

The Chair invited questions from Council regarding the proposed bylaw.

No questions were asked.

The Chair invited comments from referral agencies.

Property Owners

Written comments received from property owners along the common border asks that the Plan address protection of watersheds, wildlife corridors, forest and conservation areas, rural neighbourhoods and specific archeological sites.

J. Reyes stated that based on these comments, revisions were made to the draft IDP to reference specific areas within the Plan. In the final version, references to the Plan Area being primarily located within the North Saskatchewan Watershed Modeste Sub-basin as well as the Red Deer Watershed Medicine Sub-basin were made. References to the Rose Creek, Horseshoe Creek and Washout Creek and the Horseshoe Creek Natural Area in the Plan Area were also made.

Other public comments including references to geographic, sociological, economic or historical details are being deferred to future and more specific planning documents such as Area Structure Plans and/or Outline plans.

Alberta Transportation

Alberta Transportation expressed no objections to the IDP but pointed out that if the adjacent lands around Highway 22 develop, coordination between the County of Wetaskiwin and Clearwater County may be needed to cost share the Township Road 450 and Highway 22 intersection upgrade.

Alberta Health Services

Alberta Health Services provided high level comments regarding neighbourhood design, housing, natural environments, transportation network and food systems. These comments are being deferred to future and more specific planning documents such as Area Structure Plans and/or Outline plans.

Clearwater County Public Works

Clearwater County Public Works Department expressed no objections and/or concerns.

The Chair invited the Applicant to speak to the proposal, add any comments in support of the request and, respond to the agency comments.

No additional comments were made.

The Chair invited comments from the public in favour of the proposed bylaw.

Rose Marie Sackela requested that the IDP reference 'No Exit' roads in the plan area.

R. Sackela inquired on the IDP committee membership and notification process for renewal of the plan. Administration explained that the committee membership is comprised of elected officials from each county and that notification of the plan's renewal is done as per legislative requirements.

J. Geiger inquired on jurisdiction of development authorities for the boundary areas and land leasing terms for oil/gas industry. Administration explained land areas designated as Forestry F1 are under municipal jurisdiction and Forestry F2 is provincial and, explained revenue recipients for areas within provincial and municipal some of the area is either in provincial or municipal jurisdiction falls under the some of the area revenue recipients of industry lease payments. Administration explained some of the area falls under along the boundaries each of the Giger asked about the land who has jurisdiction of the one mile land along boundary. Explained some lands are f1 county is approving authority f2 is the province. Does the county benefit from the lease payments on the revenues would be clearwater county.

The Chair asked for written submissions from the public in favour of the proposed bylaw.

No written submissions were received.

The Chair invited comments from the public in opposition of the proposed bylaw.

No comments were made.

The Chair asked for written submissions from the public in opposition of the proposed bylaw.

No written submissions were received.

The Chair invited Applicant to present final remarks.

No additional comments were made.

The Chair closed the Public Hearing at 9:23

REEVE

CHIEF ADMINISTRATIVE OFFICER