

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held July 26, 2016, in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:05 A.M. by Reeve Alexander with the following being present:

Reeve
Councillors

Pat Alexander
Earl Graham
John Vandermeer
Jim Duncan
Kyle Greenwood
Theresa Laing
Curt Maki

Chief Administrative Officer
Recording Secretary

Ron Leaf
Michelle
Meatheringham
Rhonda Serhan
Christine Heggart
Erik Hansen

Manager, Financial Services
Communications Coordinator
Manager, Infrastructure

Media

Helge Nome
Logan Schenk
Sylvana Crosby

**AGENDA
APPROVAL:**

Ron Leaf added an agenda item, Municipal Inspection – Minister Larivee’s Response, as item E3.

COUNCILLOR MAKI:

That the July 26, 2016 Regular Meeting Agenda be accepted as amended.

253/16

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. July 12, 2016 Regular Meeting Minutes

COUNCILLOR DUNCAN:

That Council adopts the Minutes of the July 12, 2016 Meeting as circulated.

254/16

CARRIED 7/0

PUBLIC WORKS:

1. Draft Road License Agreement - Ramage

Erik Hansen presented an update regarding a chain link power gate located on the SE 29 40 6 W5M. At the July 14, 2015 meeting Council directed (240/15) administration to consult Alberta Transportation and pending their response, draft an agreement for Council’s consideration. Administration received a response in December, 2015, stating upon receipt of an approved permit with conditions from Clearwater County, AB Transportation will issue approval for the operation of the electric gate.

Administration retained legal counsel to create an agreement between the County and Bill and Kathy Ramage relating to their residence and business (Eldorado Pressure Services). Highlights of the agreement include; permitted use, maintenance of the road and gate, 10 year term with two five year renewal options, comprehensive liability insurance and general maintenance requirements.

Mr. Hansen answered questions regarding regular and emergency access through the gate.

COUNCILLOR GRAHAM: That Council approve the Draft Road License Agreement, with gate, located at SE 29-40-6 W5M.

255/16

CARRIED 7/0

CORPORATE SERVICES:

1. Village of Caroline Lending Bylaw 1017/16

Council was informed that Bylaw 1017/16 had been advertised in accordance with MGA requirements (sections 265 and 606). No public feedback was received. Bylaw 1017/16 is presented for Council's consideration of second and third reading.

The passing of this bylaw will enable Clearwater County to temporarily loan to the Village of Caroline up to \$1,000,000 to cover any shortfalls the Village may experience between project invoicing and reimbursement by AB Transportation of the Province's share of the project. First reading of the bylaw was granted at the June 14, 2016 regular meeting.

COUNCILLOR VANDERMEER: That Council grant second reading of Bylaw 1017/16 Village of Caroline Lending.

256/16

CARRIED 7/0

COUNCILLOR GRAHAM: That Council grant third reading of Bylaw 1017/16 Village of Caroline Lending.

257/16

CARRIED 7/0

MUNICIPAL:

1. Municipal Inspection – Minister Larivee's Response

Ron Leaf presented Minister Larivee's letter of response to Council's request for a Municipal Inspection (218/16). The Minister advised that Ministry staff will conduct a preliminary review to evaluate if a full municipal inspection is warranted. Mr. Leaf advised that the preliminary review generally includes all Council members as well as the CAO however, Council may choose for other County staff to participate.

Discussion occurred on availability of dates and who Ministry staff should speak with.

COUNCILLOR MAKI: That Council requests October 18, 19 and 21, 2016 for preliminary review with Ministry staff to determine outcome of Municipal Inspection request.

258/16

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council members and the County CAO meet with Ministry staff during the preliminary review.

259/16

CARRIED 7/0

Chris Pan joined the meeting.

2. 9:30 Delegation – Clearwater County Consolidated Financial Statements

Rhonda Serhan presented Clearwater County's consolidated financial statements for the year ended December 31, 2015 and introduced Chris Pan, Audit Manager with Hawkings Epp Dumont LLP, Chartered Accountants. Ms. Serhan noted that the overall financial position of the County is good; moving in a positive direction. Net financial assets increased by approximately \$10,500,000. This increase is due, in part, to projects that were not completed in 2015 and moved into 2016. Some of these projects include the salt and sand facilities at the north and Caroline developments, 2013 flood repair projects, Clearwater Estates bridge rehabilitation and a portion of the Rocky Arena project. As discussed during the July 12, 2016 Council meeting, the remaining 2015 surplus allocation will occur over the coming months and be finalized during the 2017-2019 budget process.

Ms. Serhan identified some key areas of interest such as operating revenue being higher than budgeted due to well drilling revenue being greater than forecast. Similarly operating expenses were below budget with projects such the Intermunicipal Development Plan and north Area Structure Plan carrying into 2016. Ms. Serhan noted the increase of \$1.7 million as contributed tangible assets as the Meadow Ponds Estates subdivision agreement conditions were met and the County assumed responsibility for the paved internal road of that subdivision.

Ms. Serhan answered questions regarding over-levy/under-levy and interest rates.

Mr. Pan reported on the duties and responsibilities as Council's Auditor. He stated that the 2015 audit went well and that the financial statements presenting to Council accurately represent the strong financial position of the County.

Discussion followed regarding tangible assets, amortization and capital asset valuation.

COUNCILLOR GREENWOOD: That Council approve the 2015 Consolidated Financial Statements as presented.

260/16

CARRIED 7/0

INFORMATION:

Ron Leaf reviewed upcoming events and meetings. Mr. Leaf noted office closure August 1, 2016, in observance of Heritage Day and Central Alberta Association of Municipal Districts Director's meeting on August 12, 2016.

COUNCILLOR GREENWOOD: That Council receives the Manager's Report, Public Works Director's Report, Accounts Payable listing, and Councillor Remuneration as information.

261/16

CARRIED 7/0

COUNCILLOR VANDERMEER: That the Council meets as a Committee of the Whole to discuss one (1) Labour – Health and Safety item at 11:39 a.m.

262/16

CARRIED 7/0

COUNCILLOR MAKI: That the Meeting reverts to an open meeting at 11:45 a.m.

263/16

CARRIED 7/0

ADJOURNMENT: COUNCILLOR MAKI:
11:45 A.M.

That the Meeting adjourns.

264/16

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER