

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held June 13, 2017, in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:00 am by Reeve Alexander with the following being present:

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

Staff:	
Chief Administrative Officer	Ron Leaf
Recording Secretary	Tracy Haight
Director, Agricultural Services & Landcare	Matt Martinson
Director, Corporate Services	Rodney Boyko
Manager, Finance	Rhonda Serhan
Manager, Operations	Kurt Magnus
Director, Public Works	Marshall Morton
Manager, Intergovernmental & Legislative Services	Christine Heggart
Communications Technician	DJ Racunia

Media:	Laura Button
	Keanna Nelson
	Helge Nome

**AGENDA
APPROVAL:**

Additional verbal reports were added to Item K3 as follows:

- Federated Canadian Municipalities (FCM) Conference Update by Councillor Duncan;
- FCM Conference Study Tours and Alberta Municipal Affairs Fire Service Medal Ceremony by Reeve Alexander; and,
- School Resource Officer Committee Meeting by Councillor Greenwood.

COUNCILLOR MAKI: That the June 13, 2017 Regular Meeting Agenda is adopted as amended.

207/17

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. May 23, 2017 Regular Meeting Minutes

COUNCILLOR DUNCAN: That the Minutes of the May 23, 2017 Regular Meeting are adopted as circulated.

208/17

CARRIED 7/0

**AGRICULTURAL
SERVICES &
LANDCARE:**

**1. Additional Appointment of Inspector for Alberta Agricultural
Pest and Weed Control Acts**

M. Martinson requested Council appoint Sarah Titford, Agricultural Services and Landcare staff, as a pest and weed inspector for Clearwater County. The appointment ensures sufficient coverage of duties as there were recent changes to the summer staff roster.

COUNCILLOR GREENWOOD: That Council appoints Agricultural Services and Landcare Staff member Sarah Titford as Clearwater County Weed Inspector for the duration of her employment.

209/17

CARRIED 7/0

COUNCILLOR DUNCAN: That Council appoints Agricultural Services and Landcare Staff member Sarah Titford as Clearwater County Pest Inspector for the duration of her employment.

210/17

CARRIED 7/0

**PUBLIC WORKS: 1. Nordegg Community Association Request for Charitable
Donation**

M. Morton presented a request from Nordegg Community Association (NCA) for Clearwater County to sponsor costs (approximately \$520) for a Rocky Mountain Regional Solid Waste Authority (RMRSWA) waste bin for use during their two-day community event in August.

Currently, the existing Charitable Donations and Solicitations policy does not provide direction, nor identified budget, for the County to fund operational costs of a charitable/non-profit organization. Several requests for operational support are received from various organizations on an annual basis and Administration recommends establishing criteria and creating a new budget to fund and track costs.

M. Marshall responded to questions and confirmed costs are for bin pickup/dropoff and rental only, tipping fee/tonnage charges non-applicable.

Discussion took place on last year's event and it was noted that collected garbage was stored in the hall over several days. NCA volunteers anticipate a larger event this year which is likely to result in larger amounts of collected garbage.

COUNCILLOR VANDERMEER: That Council approves Nordegg Community Association's request for County sponsorship of a RMRSWA waste bin during the August 4 weekend.

211/17

CARRIED 7/0

COUNCILLOR GRAHAM: That Council directs Administration to draft amendments to the Charitable Donations and Solicitations policy, for Council's consideration, to provide direction on funding charitable/non-profit organizations' operational costs.

212/17

CARRIED 7/0

Discussion took place on identifying budget for operational funding and R. Leaf confirmed this would take place after Council reviewed and considered policy amendments.

COUNCILLOR MAKI: That Council table identification of a three-year budget line for funding charitable/non-profit organizations' operational costs pending review of Charitable Donations and Solicitations policy amendments.

213/17

CARRIED 7/0

2. Hamlet of Withrow Wastewater System

M. Morton stated as per Council's direction on May 23, 2017, Administration reviewed the two previous Withrow engineering studies and determined that additional engineering will not identify any alternative technologies or cost savings that would result in achieving the necessary 2/3 majority support, required by Council.

Administration, also investigated per lot costs for the recent wastewater line project in the Summer Village of Birchcliff Administration was advised that the low per lot costs were achieved through federal grant support as part of a regional initiative, matching municipal funds, a higher number of participating lots, and competitive contractor tendering.

M. Morton stated Administration recommends Council confirm its policy requiring a 2/3 majority support of a local improvement initiative from residents or that Council schedules a policy review and resulting amendments as a component of Public Works' 2018 workplan.

Discussion took place and the following points were made:

- Provincial legislation holds property owners responsible for their own private wells and wastewater systems;
- System costs may double with less than 2/3 participation;
- Council should evaluate cost implications with respect to other water/waste water requirements in other hamlets and multi-lot subdivisions before amending the policy;
- Lowering the criteria for establishing a LIT sets a bad precedent that disregards property owners rights for refusal.
- Moving forward with a local improvement initiative, funded by a local improvement tax (LIT), without 2/3 majority could be considered as 'strong arming' residents and may result in legal challenges and appeals.

COUNCILLOR VANDERMEER: That Council confirms its policy requiring a 2/3 majority support from Withrow residents for a communal wastewater system funded as a local improvement project.

214/17

CARRIED 7/0

3. Nordegg Community Association Lease Agreement

T. Hickey presented a draft 20-year agreement between Clearwater County and the Nordegg Community Association (NCA) to lease the community hall and property from the County. The NCA is in the process of applying for a liquor license for a community event. One of the application requirements is documentation showing the association as a leaseholder on the hall and property, which is currently owned by Clearwater County.

COUNCILLOR LAING: That Council approves the draft 20-year lease agreement with the Nordegg Community Association for the Nordegg community hall and land.

215/17

CARRIED 7/0

4. 2017 High School Graduation Ceremonies

T. Hickey advised Council of local graduation ceremonies taking place in June and requested direction regarding attendance.

Discussion followed and Council determined attendance as follows:

- Caroline High School Graduation June 29 – Councillors Vandermeer and Graham.
- David Thompson High School Graduation June 30 – Reeve Alexander
- St. Dominics High School Graduation June 30 – Councillor Greenwood.
- West Central High School Graduation June 30 – Councillor Vandermeer.

COUNCILLOR GRAHAM: That Council authorizes Councillors attendance at 2017 Graduation Ceremonies as discussed.

216/17

CARRIED 7/0

Tom Daniels joined the meeting

2. Parkland Community Planning Services Consulting Agreement Bylaw 1026/17 – Consideration of 1st, 2nd, and 3rd Readings

R. Emmons presented Bylaw 1026/17 authorizing the execution of a 'Master Agreement' between Clearwater County and other participating municipalities for the establishment of the Parkland Community Planning Services (PCPS).

R. Emmons explained Administration is preparing for anticipated changes in the availability of the County's current planning services consultant and recommends engaging PCPS as a replacement. PCPS offers a three-year membership at a cost of \$40,000 annually on a revolving basis.

Administration anticipates an increased workload for updating municipal and intermunicipal development plans and developing intermunicipal collaborative framework with neighbouring municipalities for compliance with Municipal Government Act amending legislation.

COUNCILLOR VANDERMEER: That Council grants first reading of Parkland Community Planning Services Consulting Agreement Bylaw 1026/17.

217/17

CARRIED 7/0

COUNCILLOR LAING: That Council grants second reading of Parkland Community Planning Services Consulting Agreement Bylaw 1026/17.

218/17

CARRIED 7/0

COUNCILLOR GRAHAM: That Council considers granting third reading of Parkland Community Planning Services Consulting Agreement Bylaw 1026/17.

219/17

CARRIED 7/0

COUNCILLOR GREENWOOD: That Council grants third reading of Parkland Community Planning Services Consulting Agreement Bylaw 1026/17.

220/17

CARRIED 7/0

Greg Neale joined the meeting.

DELEGATION: 1. Sundre Forest Products|West Fraser

Sundre Forest Products|West Fraser Woodlands Manager, G. Neale, presented information on the Softwood Lumber Agreement (SLA) between Canada and the United States and implications for West Fraser.

G. Neale responded to questions and discussion took place on West Fraser's position in, and anticipated outcome, of the softwood lumber dispute.

Forestry Superintendent, T. Daniels provided an update on the Mountain Pine Beetle's increasing population in the Banff area and concerns with the impact on West Fraser's Hinton Forest Management Agreement area. T. Daniels requested Council's assistance in lobbying federal and provincial governments to raise awareness on the impact of a beetle infestation on the forestry industry and gain support for mitigating the beetle's spread.

Discussion took place on numerous factors impacting the forestry industry, and developing a resolution and/or lobby strategy to address these issues as the SLA negotiations proceed.

COUNCILLOR GREENWOOD: That Council receives the information from the Sundre Forest Products|West Fraser Delegation as presented; and, directs Administration to consult with forestry representatives on lobby opportunities to support forestry industry concerns.

221/17

CARRIED 7/0

Kim Hastings joined the meeting.

**COMMUNITY &
PROTECTIVE
SERVICES:**

1. Rocky/Kamikawa Japanese Student Exchange Program – Request for Funding

K. Hastings, Rocky/Kamikawa Student Exchange Program Coordinator, provided an overview of the program's activities and requested \$500 to match contributions from Town of Rocky Mountain House and the Rocky/Kamikawa Friendship Society, to fund this year's costs to host visiting Japanese students participating in the program.

K. Hastings responded to questions and noted participation in the program is steadily increasing and outlined fundraising activities undertaken by students.

J. Pratt stated the request falls under the Charitable Donations and Solicitations Policy and noted students participated in the 2017 Highway Cleanup Program, as recommended in the policy, to fund travel costs for next year's exchange trip.

COUNCILLOR GRAHAM: That Council approves a \$500 Donation to the Rocky/Kamikawa Student Exchange Program to fund its 2017 hosting costs.

222/17

CARRIED 7/0

Roger Smolnicky and Jason Simituk joined the meeting.

2. Town of Rocky Mountain House Interim Report: Recreation Master Plan

J. Simituk, McElhanney Consulting Services Ltd., presented a Power Point, 'Rocky Mountain House Region Recreation Master Plan' that outlined the Town's project to develop a recreation master plan. He stated community engagement/consultation on the project is complete and noted finalization of an action and implementation plan to address community recreational needs and priorities is expected early Fall.

R. Leaf responded to questions and confirmed the final Recreation Master Plan report intends to assist both Councils in identifying and prioritizing a ten-year capital projects list for annual review.

Subject to adoption of the Recreation Master Plan report by both Councils, the proposed changes to programming and the subsequent operational funding implications will be presented in December in the 2018 – 2021 operational and 2018 – 2022 capital budgets.

COUNCILLOR MAKI: That Council receives the Town of Rocky Mountain House Interim Report: Recreation Master Plan for information.

223/17

CARRIED 7/0

RECESS:

Reeve Alexander recessed the meeting for a public hearing regarding Clearwater County Chicken Bylaw 1020/17, held in the Clearwater County Council Chambers at 11:00 am.

CALL TO ORDER: Reeve Alexander reconvened the meeting at 11:08 am, with the following people present: Councillors Graham, Maki, Duncan, Vandermeer, Greenwood, and Laing; Ron Leaf, Ted Hickey, Rick Emmons, Keith McCrae, Dustin Bisson, Laura Button, Helge Nome, Keanna Nelson, and Tracy Haight.

PLANNING: 1. Clearwater County Chicken Bylaw 1020/17 – Consideration of 2nd and 3rd Readings

Council reviewed all information presented at the June 13, 2017 Public Hearing on proposed Bylaw #1020/17 to license and regulate a maximum of six (6) chickens, excepting roosters, on Country Residence “CR” properties and Hamlet Residential “HR” properties in Clearwater County, excluding multi lot residential subdivisions with restrictive covenants that do not allow for the raising of fowl or livestock and multi lot residential subdivisions located in or west of range 9.

COUNCILLOR LAING: That Council grants Second Reading of Clearwater County Chicken Bylaw 1020/17.

224/17

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council grants third reading of Clearwater County Chicken Bylaw 1020/17.

225/17

CARRIED 7/0

Bill Shaw joined the meeting.

3. Revised Draft ‘Clearwater – North Rocky Major Area Structure Plan’

B. Shaw presented the revised preliminary draft of the Clearwater – North Rocky Major Area Structure Plan (MASP) and noted Town of Rocky Mountain House, through the Intermunicipal Development Plan (IDP) Committee, received opportunity to comment. He explained next steps in the MASP process as follows:

- Town and County Councils review of preliminary draft;
- Preparation of final draft; and,
- Public review of final draft at one or more public meetings.

R. Emmons explained the statutory process for adopting the plan which includes further opportunity for public/stakeholder comment and noted discussions on the Intermunicipal Development Plan amendments, Joint Development Area (JDA) Agreement and associated servicing agreements continue along with the plan’s development.

Discussion took place on proposed land use designations in the JDA, next steps and timeline for final adoption of the plan. The process is currently three to four months behind schedule and it was suggested that the IDP Committee members discuss and determine new timelines.

COUNCILLOR MAKI: That Council receives the revised preliminary draft Clearwater – North Rocky Major Area Structure Plan for information.

226/17

CARRIED 7/0

COUNCILLOR GREENWOOD: That Council tables commenting and/or recommending amendments on the revised preliminary draft Clearwater – North Rocky Major Area Structure Plan pending councillors individual review.

227/17

CARRIED 7/0

CORPORATE SERVICES:

1. Operating Financial Statement Report as of March 31, 2017

R. Serhan presented first quarter Operations and Financial Position Statements and Segmented Disclosure Schedule, as of March 31, 2017.

R. Serhan responded to questions and explained net municipal property taxes credit balance is due to recording the provincial school tax requisition amount before the full amount of municipal tax levy is recorded which is completed in the second quarter.

COUNCILLOR GRAHAM: That Council receives Clearwater County's Operations and Financial Position Statements and Segmented Disclosure Schedule, as of March 31, 2017, for information as presented.

228/17

CARRIED 7/0

RECESS:

Reeve Alexander recessed the meeting for lunch at 12:00 pm

CALL TO ORDER:

Reeve Alexander called the meeting to order at 12:36 pm with the following people present: Councillors Graham, Duncan, Vandermeer, Laing, Maki and Greenwood; Rodney Boyko, Ron Leaf, Christine Heggart, Laura Button, Keanna Nelson, and Tracy Haight.

MUNICIPAL:

1. Council Committees Bylaw 1022/17 – Consideration of 2nd and 3rd Readings

C. Heggart presented Council Committees Bylaw 1022/17, to govern the establishment, regulation, and define the purpose and function of Council Committees, for Council's consideration of second and third readings.

C. Heggart stated Council granted first reading on May 9, 2017 and the bylaw was subsequently advertised in two local publications for a two-week period. Information on the bylaw and draft copies were also available on the County's website and social media pages.

COUNCILLOR GREENWOOD: That Council grants second reading of Council Committees Bylaw 1022/17.

229/17

CARRIED 7/0

COUNCILLOR GRAHAM: That Council grants third reading of Council Committees Bylaw 1022/17.

230/17

CARRIED 7/0

Helge Nome joined the meeting.

2. Code of Conduct Bylaw 1025/17 – Consideration of 2nd and 3rd Readings

C. Heggart presented Code of Conduct Bylaw 1025/17, to establish a code of conduct for council, councillors and council committee members, for Council's consideration of second and third readings.

C. Heggart stated Council granted first reading on May 9, 2017, after which advertising requirements were met and bylaw information was available to the public.

C. Heggart noted Administration recommends rescinding Council's existing Relationships policy as it becomes obsolete with adoption of Bylaw 1025/17.

231/17

COUNCILLOR VANDERMEER: That Council grants second reading of Code of Conduct Bylaw 1025/17.

CARRIED 7/0

232/17

COUNCILLOR DUNCAN: That Council grants third reading of Code of Conduct Bylaw 1025/17.

CARRIED 7/0

233/17

COUNCILLOR MAKI: That Council rescinds Clearwater County 'Relationships' policy.

CARRIED 7/0

3. Alberta Electoral Boundaries Commission – Interim Report

C. Heggart summarized key points from the Alberta Electoral Boundaries Commission's (AEBC) Interim Report regarding proposed realignment of electoral ridings and noted the AEBC recommends the Rimbey-Rocky Mountain House-Sundre provincial district include the Town of Drayton Valley and a few surrounding communities. This change results in a +17% variance above the provincial average.

C. Heggart noted next steps in AEBC's process include public hearings and asked if Council would like to make a presentation on the impact of the proposed change on representation for this riding. She reviewed Administrative recommendations for key messaging in response to AEBC report findings.

Discussion took place and the following points were noted:

- Effective MLA representation is challenged by large geographical areas.
- Council's presentation at the AEBC hearing suggested that, if amended, that constituency boundaries be expanded along east/west travel corridors.
- Contrary to AEBC's views, differences between rural and urban populations should be considered. Population shifts provide incentives for community members to encourage growth in rural areas.
- Supporting comments from municipalities within Clearwater County would be beneficial.
- Comments from MLA Jason Nixon would be beneficial.

COUNCILLOR DUNCAN: That Council directs Administration to discuss AEBC's report with Town of Rocky Mountain House and Village of Caroline Administration and MLA Nixon; and, draft a letter in response to AEBC's report for Council's review.

234/17

CARRIED 7/0

INFORMATION:

1. CAO's Report

R. Leaf noted upcoming events and meetings scheduled for June, including Agenda and Priorities Council Committee meeting on June 19 and Tri-Council meeting on June 28.

3. Councillor's Verbal Report

Councillor Duncan reported on FCM Conference workshops, study tours and sessions he attended.

Reeve Alexander presented pictures of recreation, wastewater and mushroom grower facilities he toured during the FCM Conference. He also reported on the ceremony he attended where three members from Clearwater Regional Fire Rescue Services received service medals.

Councillor Greenwood announced the School Resource Officer Committee meeting is scheduled for tomorrow afternoon and asked that Councillors advise him of any issues and/or concerns.

COUNCILLOR MAKI: That Council receives the CAO Report, Public Works Director's Report, Councillor Remuneration, Intermunicipal Development Planning Committee April 24, 2017 Meeting Minutes, Rocky Mountain House Agricultural Society May 19, 2017 '2017 Educational Ag Tour' Report, Councillor's Verbal Report, and Accounts Payable Listing as information.

235/17

CARRIED 7/0

Councillor Greenwood requested authorization for attending the D.A.R.E graduation Ceremony.

COUNCILLOR LAING: That Council authorizes Councillor Greenwood's attendance at the D.A.R.E. graduation ceremony.

236/17

CARRIED 7/0

IN CAMERA:

COUNCILLOR VANDERMEER: That Council meets as a Committee of the Whole to discuss Item L1 – Intermunicipal Development Planning – Advice from Officials and L2 – Advice from Officials in camera in accordance with Section 197(2) the Municipal Government Act and Section 24(1)(a), (b), and (c) of the Freedom of Information and Protection of Privacy Act at 1:23 pm.

COUNCILLOR VANDERMEER: That the meeting reverts to an Open Meeting at 3:07 pm.

237/17

CARRIED 7/0

**ADJOURNMENT:
3:07 pm**

COUNCILLOR MAKI:

That the Meeting adjourns.

238/17

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER