

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held April 14, 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        |
|   | John Vandermeer   |
|   | Kyle Greenwood    |
|   | Theresa Laing     |
| CAO:                                      | Ron Leaf          |
| Director, Public Works:                   | Marshall Morton   |
| Director, Community & Protective Service: | Ted Hickey        |
| Director, Ag Services & Landcare:         | Matt Martinson    |
| Recording Secretary:                      | Tracy Haight      |
| Staff:                                    | Erik Hansen       |
|   | Brad Welygan      |
| Media:                                    | Denia Gravelle    |
|   | Laura Button      |
|   | Helge Nome        |
| Public:                                   | Kathy Cameron     |
|   | Judy Bysterveld   |
|   | Joyce Lewin       |
|   | Terry Hunt        |
|   | Bonny Carson      |
|   | Dennis Murphy     |
|   | Chris Cassins     |
|   | Dave Brown        |
|   | Elaine Paget      |
|   | Cathy Cherneske   |

**AGENDA  
APPROVAL:**

COUNCILLOR GRAHAM: That the April 14, 2015 Regular Meeting Agenda be accepted.

109/15 CARRIED 7/0

**CONFIRMATION  
OF MINUTES:**

1. March 24, 2015 Regular Meeting Minutes

COUNCILLOR DUNCAN: That the Minutes of the March 24, 2015 Regular Meeting be accepted as presented.

110/15 CARRIED 7/0

**DELEGATION:**

1. James River Bridge (BF01963) Community Presentation

Marshall Morton reviewed information, originally presented to Council on April 8, 2014, regarding the James River Bridge and their decision to take no action on the repair and/or replacement of the bridge.

Mr. Morton introduced Terry Hunt, a resident from the James River Community, to Council.

Dennis Ross and Ken Qually joined the meeting.

Mr. Hunt provided Council with a Power Point presentation outlining the concerns of James River residents with the potential effects of the bridge closure on the community, such as:

- Unsafe traffic flow
- Inconvenient and increased travel time
- Untimely access by emergency services
- Incurred social, environmental, and decommissioning costs
- Loss of a potential heritage site.

Mr. Hunt provided traffic counts on James River Road and the Highway 22 access road.

Mr. Hunt stated that the community requests Council's consideration for options that will facilitate the continued use of the James River Bridge by the community and residents and noted the historical significance of the bridge to the area.

Mr. Morton responded to questions from Council and noted the bridge's current weight restriction, based on the January 14, 2014 inspection report, is 10 tonnes due to the severe deterioration and section loss on bridge pier bearing supports. He noted that an inspection is scheduled for September 2015 and that the report, along with options for repairs and/or replacement, will be presented to Council during 2016-2018 budget deliberations for their consideration.

Mr. Hunt responded to questions from Council and stated that the James River Bridge is not an official designated heritage site. He explained the condition of roads in the immediate area as excellent and that extra travel time incurred by emergency vehicles is approximately five minutes if residents are not accessible by the bridge.

Mr. Morton responded to questions from Council and noted traffic counts on Highway 22 are consistent with activity in area and are typical. The unusual truck traffic count on James River Road are possibly due to a truck haul in progress at the time of the count.

Discussion followed and Council noted the James River Bridge was originally the responsibility of the Province, however due to zero funding of the Provincial Local Bridge program and increased provincial downloading of other services, repair and/or replacement costs for bridge structures are becoming the responsibility of municipalities. Discussion continued on the importance of continued lobby efforts for provincial funding and affordable alternative bridge structures.

COUNCILLOR VANDERMEER: That Council accepts the information as presented.

111/15

CARRIED 7/0

Case Korver, Kim Gilham, Keith McCrae, and Rick Emmons joined the meeting.

**PLANNING:**

**1. First Reading Bylaw 1002/15 LUA**

Kim Gilham presented an application from 1799377 Alberta Ltd., on behalf of Addiction Canada to amend the land use bylaw on SE 17 35 05 W5M, containing 152.61 acres to redistrict 18 acres of the 152.61 acre parcel from Agriculture District "A" to Institutional District "P".

Ms. Gilham outlined the property location, zone boundaries, access roads and site plan configuration.

Ms. Gilham provided background information on the application and reviewed applicable sections of the Municipal Development Plan (MDP) and the Clearwater County Land Use Bylaw.

Ms. Gilham noted the applicant held an open house on March 19; ads were placed in newspapers prior to; and information letters were delivered to adjacent landowners.

Ms. Gilham introduced Chris Cassins to Council. Mr. Cassins responded to questions from Council and explained the differences between Addiction Canada's application and the previous application from Whole Life Institute. He noted the facility is intended as a treatment center with licensed doctors and nurses on site that will focus primarily on drug/alcohol disorders. Addiction Canada will use this facility to offer a high level of discretion and confidentiality to clients.

COUNCILLOR DUNCAN: That Council grants First Reading to Bylaw 1002/15 and schedules a public hearing for May 26, 2015.

**112/15**

CARRIED 7/0

Neil Ratcliffe and Mike Day joined the meeting.

**COMMUNITY  
& PROTECTIVE  
SERVICES:**

**1. Clearwater Community Police Advisory Committee**

Case Korver, Chairman of Clearwater Community Police Advisory Committee (CCPAC) provided information on the committee's membership, mission, and activities. He noted the objectives of CCPAC is to foster relationships between the RCMP and community, increase communication, and work in partnership with local law enforcement. This year, CCPAC will focus on three policing priorities, based on the theme of working together collaborative, as follows:

1. Greater interaction between the communities, including Caroline and Nordegg, and the RCMP and Community Peace Officers.
2. Continued joint forces operations particularly during long weekends
3. Enhanced youth education and drug awareness thru the School Resource Officer program.

Mr. Korver invited Councillors to the May 6 Safety Day and Crime Prevention Workshop sponsored by CCPAC.

Council questioned Mr. Korver on funds granted to CCPAC in 2014 for the organization of a crime prevention meeting for the Ferrier Community Association. Ron Leaf explained as that funding was provided following the Ferrier Community's request for funding to rural criminal activity in the area. At that time, Council encouraged the Ferrier members to work with the CCPAC and the local detachment, and so funds were provided to CCPAC.

Mr. Korver noted although CCPAC and Rural Crime Watch may work together from time to time and have similar mandates however, the organizations are

different in focus and activities. CCPAC is strictly an advisory committee that does not provide direction to Rural Crime Watch organizations.

Councillor Laing encouraged the CCPAC to contact the Nordegg Community Association to expand the program into the Nordegg community.

COUNCILLOR DUNCAN: That Council accepts the CCPAC presentation as information.

113/15

CARRIED 7/0

**AG SERVICES  
& LANDCARE:**

**1. Appointment of Weed and Pest Inspectors**

Matt Martinson stated Agricultural Services and Landcare, as per the Alberta Weed Control Act, requires yearly appointments of weed inspectors to conduct inspections of deeded properties for noxious and prohibited noxious weeds, as well as performing duties related to administration and enforcement of the legislation within Clearwater County's jurisdiction.

Mr. Martinson also requested additional appointments, as per the Alberta Pest Act, for pest inspectors in order to mitigate increased concerns with agricultural pests and to conduct 2015 surveys regarding clubroot, grasshoppers, and fusarium.

Mr. Martinson requested Council appoint the following staff as both Weed and Pest Inspectors: Lisa Brown; Rianna Follis; Ross Chudleigh; Suzanne Rose; and, Taya Vandervlis.

Mr. Martinson responded to questions from Council and explained this year's appointments include permanent full-time and seasonal staff and that the number of positions is the same as in previous years. Mr. Martinson noted that under the Alberta Weed Act, through his position as Director of Agriculture Services and Landcare, his appointment is automatic.

COUNCILLOR MAKI: That Council appoints Agricultural Services and Landcare staff members Lisa Brown, Rianna Follis, Ross Chudleigh, Suzanne Rose, and Taya Vandervlis as Clearwater County Weed Inspectors for the duration of their employment.

114/15

CARRIED 7/0

COUNCILLOR GREENWOOD: That Council appoints Agricultural Services and Landcare staff members Lisa Brown, Rianna Follis, Ross Chudleigh, Suzanne Rose, and Taya Vandervlis as Clearwater County Pest Inspectors for the duration of their employment.

115/15

CARRIED 7/0

**2. Renewal of Rocky Mountain House Library Funding Agreement (2015-2018)**

Ted Hickey presented the 2015 – 2018 funding agreement between Clearwater County, Town of Rocky Mountain House, and the Town of Rocky Mountain House Library Board for the library's operating and maintenance costs and operating deficit of providing library services.

Mike Day, Chairman of the Town of Rocky Mountain House Library Board stated that the agreement now includes the Library Board as a third party and the Library Board's Reserve Funds Policy as an attachment.

Mr. Day and Mr. Hickey responded to questions from Council and discussion followed on the services provided by the public library to area residents.

COUNCILLOR VANDERMEER: That Council accepts the 2015 - 2018 Agreement as presented and authorizes the Reeve and CAO to sign.

116/15

CARRIED 7/0

**3. Ferrier Community Hall**

Ted Hickey explained that the Ferrier Community Association (FCA) is in the process of applying for casino grant funding. 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. The FCA asks that Council approves FCA as lessee of the hall and property.

Neil Ratcliffe responded to questions on the history of the hall and fundraising activities.

Discussion followed on the term of the lease and Council noted a 20-year lease agreement as sufficient.

COUNCILLOR MAKI: That Council approves a 20 year lease agreement for the Ferrier Community Hall and land with the Ferrier Community Association and directs Administration to complete all necessary processes.

117/15

CARRIED 7/0

Neil Ratcliffe, Case Korver, and Mike Day left the meeting.

**4. Policy Rescission – Clearwater County Influenza Inoculation**

Ted Hickey recommended that Council rescind the Clearwater County Influenza Inoculation Policy as now that Alberta Health Services (AHS) provides inoculations, the policy irrelevant. Should AHS practice change, the Clearwater Regional Emergency Management Agency Committee (CREMA) will review.

COUNCILLOR GRAHAM: That Council rescinds the Clearwater County Influenza Inoculation Policy.

118/15

CARRIED 7/0

Ted Hickey left the meeting.

MUNICIPAL:

**1. Revenue Sharing Agreement with the Town of Rocky Mountain House**

Council reviewed the Draft Revenue Sharing Agreement between the Town of Rocky Mountain House as recommended by the Intermunicipal Collaboration Committee (ICC).

Ron Leaf stated that the ICC recommends acceptance and approval of the agreement based the following considerations:

- comparable revenue sharing agreements between other municipalities
- the principles of the “Stronger Together Agreement”
- the 2013 Alberta Urban Municipalities Association (AUMA) resolution for the pooling and redistribution of linear assessments based on per capita by the provincial government
- costs associated with “shadow populations” located within the County that place demands on Town services and infrastructure
- sustainability of a key service center in the County
- the example of Clearwater County’s message to Provincial Government Ministers and senior staff that local municipalities have the capacity to best determine how to address the fiscall challenges of their areas.

Mr. Leaf noted that the Town Council accepted the Revenue Sharing Agreement at their April 7, 2015 meeting. Upon Council’s approval and acceptance, the agreement will be in effect as January 1, 2015.

COUNCILLOR VANDERMEER: That Council approves and accepts the Revenue Sharing Agreement – Town of Rocky Mountain House and authorizes the Reeve and CAO to sign.

119/15

CARRIED 7/0

**2. Revenue Sharing Agreement with the Village of Caroline**

Council reviewed the Draft Revenue Sharing Agreement between the Village of Caroline and Clearwater County.

Ron Leaf stated that the Intermunicipal Collaboration Committee also recommends acceptance and approval of the agreement based on the same considerations as the Town’s agreement.

Mr. Leaf noted that the Village of Caroline Council reviewed and accepted the agreement on April 13, 2015.

Council discussed the funding challenges facing rural municipalities due to provincial budget constraints.

COUNCILLOR GRAHAM: That Council approves and accepts the Revenue Sharing Agreement – Village of Caroline and authorizes the Reeve and CAO to sign.

120/15

CARRIED 7/0

**3. Provincial Budget Summary and Implications**

Ron Leaf outlined the effects that the Provincial Government's 2015/2016 budget and ten-year financial plan will have on Clearwater County as follows:

- County fuel costs and some contracted service rates will increase due to the 4% increase in gas taxes.
- There is a potential for increased demands on County public safety services and staff, RCMP, and emergency services as random camping in the County may increase due to the increase in user fees at Provincial Parks.
- The County's municipal tax structure must continue to address local bridge and resource road needs as the province continues to zero-fund the Strategic Transportation Infrastructure (STI) program, with no indication of funding in the ten-year plan.
- The Town, County, and Village may be required to fund future collaborative studies or joint initiatives as the Alberta Community Partnership (ACP) funding has decreased by 18% and there is a backlog of applications for processing.
- The Provincial Government has increased funding for the Affordable Supportive Living Initiative by 83%, consequently the Rocky Seniors Housing Council may have opportunity to access new funding for expanding senior housing.
- The implications of changes to the Municipal Sustainability Initiative (MSI) and the Basic Municipal Transportation Grant (BMTG) for rural municipalities remains unclear, however, Administration will provide details and identify utilization of funds through the County's 2016/2018 budget process.
- There is indication that the Provincial Government intends to make changes to the Education Property Tax requisition, however it is unclear on how the Province will proceed. Lobby efforts by Council and Administration are required in order to question the Provincial Government on how the assessed values are going to be determined.
- There is potential for increased administrative time relating to payroll and audit procedures due to the Provincial Government's health care levy and the progressive personal income tax.

COUNCILLOR MAKI: That Council accepts the Provincial Budget Summary and Implications presentation as information.

121/15 CARRIED 7/0

Rudy Huisman joined the meeting.

**4. Policy Revision – Municipal Disaster Reserve**

Ron Leaf presented the revised Clearwater County's Municipal Disaster Reserve policy for Council's consideration. He stated that amendments reflect changes in the Alberta Emergency Management Act to identify the administrative position appointed by Council as the "Director of Emergency Management" and, that \$100,000 be included in the annual budget for council's consideration or approval rather than a mandatory contribution.

COUNCILLOR VANDERMEER: That Council approves the Municipal Disaster Reserve policy revision in principle.

122/15 CARRIED 7/0

Christine Heggart joined the meeting.

**5. Marianne Cole Letter – April 10, 2015**

Ron Leaf presented a letter from Marianne Cole, on behalf of the Taxpayers Association, requesting a delegation with Council.

COUNCILLOR GREENWOOD: That Council tables request from Marianne Cole, on behalf of the Taxpayers Association, pending further information from Administration.

**123/15**

CARRIED 7/0

**INFORMATION:**

Mr. Leaf advised that the ICC meeting was rescheduled to May 14. Councilor Maki and Reeve Alexander advised they can attend. Councillor Graham is unavailable due to another commitment.

Councillors were asked to confirm their attendance at the Big Horn Rodeo by May 5.

Councillor Graham provided an update Council on a recent watersmart group meeting he attended. Topics included flooding and drought issues, potential ideas for engineering, economical, social, and environmental impacts on rivers. May 8 watersmart to come back with summary.

Council discussed flooding effects and potential measures taken by the provincial government to mitigate flooding in neighbouring municipalities.

Rhonda Serhan joined the meeting.

COUNCILLOR DUNCAN: That Council accepts the CAO Report, Public Works Director's Report, Accounts Payable Listing, and Councillor Remuneration as information.

**124/15**

CARRIED 7/0

**IN CAMERA:**

COUNCILLOR MAKI: That Council meets as a Committee of the Whole to discuss DRAFT Administrative Reports 11:10 A.M.

**125/15**

CARRIED 7/0

Laura Button, Helge Nome, and Denia Gravelle left the meeting.

COUNCILLOR DUNCAN: That the meeting reverts to an Open Meeting 11:43

**126/15**

CARRIED 7/0

**6. Reserve Transfers and Contributions**

Rudy Huisman provided Council an overview of the County's reserve positions and made recommendations in terms of contributions to and transfers from the County's reserves, in order to finalize the 2014 Financial Statements.

Discussion took place regarding Intermunicipal Collaboration Committee (ICC) development of regional capital infrastructure list, Rocky Airport funding and capital requirements, Wetlands Act and gravel reclamation and the lack of provincial funding for resource roads and bridges.

	COUNCILLOR MAKI:	That Council eliminates the Joint Emergency Preparedness Reserve and transfers the balance of \$10,000 to the Disaster Services Reserve.
127/15		CARRIED 7/0
	COUNCILLOR VANDERMEER:	That Council changes the name of the General Capital Reserve to the County Facilities Reserve.
128/15		CARRIED 7/0
	COUNCILLOR GRAHAM:	That Council changes the name of the Operating Reserve to the Work-in-Progress Reserve and transfers the current balance of \$2,089,446.88 to the Tax Rate Stabilization Reserve.
129/15		CARRIED 7/0
	COUNCILLOR GREENWOOD:	That Council changes the name of the Planning and Recreation Reserve to the Municipal Recreation and School Reserve.
130/15		CARRIED 7/0
	COUNCILLOR MAKI:	That Council approves the withdrawals from reserves totaling \$1,765,590.94 as summarized in Table 1 (Appendix A).
131/15		CARRIED 7/0
	COUNCILLOR GRAHAM:	That Council approves the contribution of \$2,670,000.00 to the Work-in-Progress Reserve to carry over the projects listed in Table 2 (Appendix A).
132/15		CARRIED 7/0

**COUNCILLOR GRAHAM:**

That Council approves the contributions totaling \$5,649,491.44 in accordance with the reserves and amounts listed in Table 3 (Appendix A).

**133/15**

CARRIED 7/0

**ADJOURNMENT:  
12:18 P.M.**

**COUNCILLOR DUNCAN:**

**That the Meeting adjourns.**

134/15

CARRIED 7/0

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER

Appendix A – Excerpt from April 14, 2015 “Reserve Transfers and Contributions” Agenda Item

Table 1

Name of Reserve	Amount
ASB	\$20,000.00
Nordegg	\$267,437.94
GIS Air Photo	\$120,000.00
Recreation Facility	\$145,000.00
Sewer	\$1,110,726.00
Fire	\$71,409.00
Regional Fire	\$31,018.00
Total	\$1,765,590.94

Table 2

Project	Carry-Over Amt
Nordegg Public Works	\$550,000.00
Land Purchase	\$1,920,000.00
IT Capital	\$200,000.00
Total Carry-over	\$2,670,000.00

Table 3

Name of Reserve	Contribution / (Withdrawal)
Nordegg	\$448,050.00
Tax Rate Stabilization	\$205,122.00
Disaster	\$1,127,726.11
Paved Roads	\$1,170,045.89
Gravel Reclamation	\$592,046.71
Facilities	\$2,106,500.73
Total	\$5,649,491.44

Initialed By



Reeve



CAO