

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held June 24, 2014 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:

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|--------------------------------------------|-----------------|
| Reeve:                                     | Pat Alexander   |
| Councillors:                               | Curt Maki       |
|                                            | Jim Duncan      |
|                                            | Theresa Laing   |
|                                            | Earl Graham     |
|                                            | John Vandermeer |
| CAO:                                       | Ron Leaf        |
| Recording Secretary:                       | Tracy Haight    |
| Director, Public Works:                    | Marshall Morton |
| Director, Corp Services:                   | Rudy Huisman    |
| Director, Community & Protective Services: |                 |
| Administration:                            | Ted Hickey      |
|                                            | Kurt Magnus     |
|                                            | Erik Hansen     |
|                                            | Brad Welygan    |
|                                            | Dustin Bisson   |
|                                            | Rhonda Serhan   |
| Media:                                     |                 |
|                                            | Sarah Maetche   |
|                                            | Rianne De Lang  |
|                                            | Helge Nome      |

**AGENDA  
APPROVAL:**

Ron Leaf requested addition of item E3 – Well Drilling Equipment Tax and item F2 – Request from Village of Caroline regarding Revenue Sharing. Councillor Graham requested addition of item H5 – Committee Report.

**COUNCILLOR VANDERMEER:** That the June 24, 2014 Regular Meeting Agenda be accepted as amended.

233/14

CARRIED 6/0

**CONFIRMATION  
OF MINUTES:**

1. June 10, 2014 Regular Meeting Minutes

**COUNCILLOR MAKI:** That the Minutes of the June 10, 2014 Regular Meeting be accepted.

234/14

CARRIED 6/0

**PUBLIC WORKS:** 1. 2<sup>nd</sup> Draft Dust Abatement Policy Review

Kurt Magnus outlined amendments to the Dust Abatement policy, as per Council’s review on June 10 and noted the addition of item 14.

Ted Hickey left the meeting.

COUNCILLOR LAING:	That Council approves the Dust Abatement Policy as presented.
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235/14	CARRIED 6/0
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Kurt Magnus, Erik Hansen, and Marshall Morton left the meeting.

CORPORATE SERVICES:

1. MSI Amending Agreements

Rudy Huisman presented the Municipal Sustainability Initiative (MSI) Amending Memorandum of Agreement (MOA) from Alberta Municipal Affairs and noted although there is no change in the amount of funding or the expiry date of the program, the amendment is required to facilitate payment of the Basic Municipal Transportation Grant (BMTG) programs.

Ted Hickey joined the meeting.

Mr. Leaf explained the fundamentals of the BMTG and noted the MSI grant payments are expected to end 2016-17. At a recent meeting with deputy ministers, Mr. Leaf inquired on the provincial government intentions regarding changes to the program and was informed that the current program commitment of \$11.3 billion would be honoured, however a completion date for the program was not provided.

COUNCILLOR DUNCAN:	That Council authorizes the CAO and Reeve to sign the MSI Amending MOA.
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236/14	CARRIED 6/0
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Brad Welygan left the meeting.

2. Great West Life Benefits Contract Renewal

Rudy Huisman stated administration reviewed the renewal rates and premium for the group benefit plan provided by Great-West Life thru Justinen Financial. After negotiations, Clearwater County experienced an increase of approximately \$34,800 with employees contributing an additional \$9720, effective May 1, 2014. Clearwater County covers 68% and employees cover 32% of the total benefit cost.

Two amendments included in the contract are as follows: a cohabitation clause of 12 months, effective September 1, 2014, applicable to common law partners only; and a Benefit Class 3 – Employees hired to term of at least one year, effective May 1, 2013. Justinen Financial will also generate a semi-annual experience report to review claim trending.

Discussion followed on the cost of dental and health services, industry and age classification, and individual group performance, affecting rate increases. Discussion continued on negotiating rates with other insurance providers.

Administration noted although a Request For Proposal was not submitted, Justinen Financial reviewed rates from other providers and recommended continuing with Great-West Life's services. The existing contract, renewed annually, provides opportunity for

cancellation. Administration will review the plan in the fall with the intent to present during budget discussions.

COUNCILLOR MAKI: That Council accepts the information as presented.

237/14

CARRIED 6/0

**3. Well Drilling Equipment Tax**

Rudy Huisman stated as per the Minister of Municipal Affairs, the Well Drilling Equipment Tax (WDET) Regulation expires on December 31, 2014. Under the current legislation, Clearwater County generated revenues of approximately \$4 million in 2013.

Mr. Huisman noted the Minister of Municipal Affairs will determine new legislation; however, no detail, nor a proposed effective date for the new legislation, has been provided.

Discussion followed on the effect of potential changes to the WDET regulation on Clearwater County revenues. Mr. Leaf noted surplus revenues from the WDET is recorded in reserves therefore any reduction to the WDET will not result in losses or affect the tax rate for Clearwater County.

COUNCILLOR GRAHAM: That Council accepts the information as presented.

238/14

CARRIED 6/0

**MUNICIPAL:**

**1. Kurt Browning Complex – Amending Agreement**

Ron Leaf presented the Lease Amending Agreement between Clearwater County and the Village of Caroline for liability and insurance coverage, as agreed to in the original lease agreement, on the Kurt Browning Complex.

Mr. Leaf stated the Village of Caroline has reviewed and agreed to the proposed amendment.

Mr. Leaf responded to questions from Council and explained the County's insurance provider advised an amendment to the original lease agreement was required to include insurance coverage for spectators.

COUNCILLOR VANDERMEER: That Council approves the Lease Amending Agreement and authorizes the Reeve and CAO to sign.

239/14

CARRIED 6/0

Rick Emmons and Kim Jakowski joined the meeting.

**2. Request from Village of Caroline Council**

Ron Leaf provided information on the revenue sharing agreement with the Village of Caroline and provided background information on the Intermunicipal Collaboration Committee's (ICC) proposal to develop a new funding model that would increase the Village's revenue share by approximately \$18,000. Mr. Leaf explained the new funding model is based on current funding as a base amount,

plus sharing revenue within a two-mile radius of the Village boundaries.

Mr. Leaf stated the Village of Caroline Council wishes to proceed with the development of a new revenue sharing agreement and requests Clearwater County Council consider the proposal from the ICC and endorse the concept in principle. If Council agrees, respective administrations will draft a new agreement for review by early fall.

Discussion followed and Mr. Leaf responded to questions from Council and noted Village of Caroline would receive approximately \$31,000 – 32,000 in total based on the proposed funding model.

COUNCILLOR DUNCAN:	That Council authorizes administration to develop a new revenue sharing agreement with the Village of Caroline based on the ICC's new funding model.
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240/14	CARRIED 6/0
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Rudy Huisman and Rhonda Serhan left the meeting.

PLANNING:                    1.        First Reading Bylaw 991/14 Road Closure

Kim Jakowski presented an application by Clearwater County to close a portion of a subdivision plan road, lying between two residential parcels located in the SE 06 39 04 W5M, in the Hamlet of Condor.

Ms. Jakowski provided background information and explained the intent is to consolidate the eastbound road closure portion with the two titles on either side of the road. This will allow continuation of the existing northbound lane to Railway Avenue thus improving traffic flow, access for emergency services, and salability of the existing parcels.

Ms. Jakowski noted sections of the Municipal Government Act applicable to road closure and stated the application is subject to approval from the Minister of Transportation.

COUNCILLOR LAING:	That Council grants First Reading to Bylaw 991/14 and schedules a public hearing.
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241/14	CARRIED 6/0
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Kim Jakowski and Rick Emmons left the meeting.

INFORMATION:

COUNCILLOR VANDERMEER:	That the CAO's Report, Public Works Director's Report, Accounts Payable Listing, and Councillor Remuneration are accepted as information.
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242/14	CARRIED 6/0
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5.        Committee Report

Councillor Graham provided a verbal report on the AUMA President's Summit he attended on June 18-19 and noted discussion topics.

Councillor Greenwood joined the meeting.

Councillor Graham noted discussions with the Minister of Environment in which the Minister indicated interest in meeting on July 3 to discuss flood mitigation for the Red Deer River. The Minister suggested including affected municipalities, along with First Nations, to discuss establishing a joint plan for flood mitigation projects.

COUNCILLOR LAING: That the Committee Report is accepted as information.

243/14

CARRIED 7/0

Lori McKeown, Kerry Marsh, Clinton Cassin, Jim Bradshaw, Stacey Grantham, Kim Jakowski, Rick Emmons, and Keith McCrae joined the meeting.

**PLANNING:            2.        First Reading Bylaw 992/14 LUA**

Kim Jakowski presented an application from The Whole Life Institute Corporation to amend the land use bylaw on SE 17 35 05 W5M, containing 152.61 acres to redistrict 10 acres of the 152.61 acre parcel from Agriculture District "A" to Institutional District "P".

Ms. Jakowski noted the property location, zone boundaries, and access roads. Ms. Jakowski noted the unusual configuration of the site plan and stated a larger area could be redistricted if a more symmetrical site plan was desired.

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

Ms. Jakowski noted the applicant held open houses on the property June 19, 20, and 21; ads were placed in newspapers prior to; and information letters were delivered to adjacent landowners.

Ms. Jakowski introduced Jim Bradshaw, Operations Manager and Co-Founder of The Whole Life Institute Corporation, to Council.

Mr. Bradshaw explained the purpose of the application is to allow for an expanded program and more clients and staff at the Whole Life Institute. Mr. Bradshaw outlined the business plan and provided Council with background information on staff.

Mr. Bradshaw noted the open houses were well attended and public concerns were noted and reported.

Ken Qually joined the meeting.

Mr. Bradshaw responded to questions from Council on the original application as a bed & breakfast accommodation; concerns with the location of the open houses; client referrals; drug testing and the detox process.

Keith McCrae and Ms. Jakowski responded to questions from Council on the adjoining subdivision area, agricultural land use, and proposed future development.

Lori McKeown, Kerry Marsh, Clinton Cassin, Jim Bradshaw, Stacey Grantham, Kim Jakowski, Rick Emmons, and Keith McCrae left the meeting.

Larry and Terri Cameron, joined the meeting.

Reeve Alexander recessed the Council meeting for a Public Hearing at 11:00 A.M.

Reeve Alexander reconvened the Council meeting at 12:45 and called a recess for lunch.

Reeve Alexander reconvened the Council meeting at 1:30 P.M. with the same people present as noted at the beginning of the meeting excluding Marshall Morton, Kurt Magnus, Erik Hansen, Brad Welygan, Ted Hickey, Rudy Huisman, and Rhonda Serhan; and including Dennis Ross, Ken Qually, Kim Jakowski, and Keith McCrae.

**4. Consideration for 2<sup>nd</sup> & 3<sup>rd</sup> Reading Bylaw 987/14 LUA**

Council reviewed all information presented at the June 24, 2014 Public Hearing for an application from Larry and Terri Cameron, operating as The Prairie Creek Inn Ltd., to amend the Land Use Bylaw for SW 4 37 7 W5, containing 151.78 acres, to redistrict 43.66 acres from Agriculture District “A” to Recreation Facility District “RF”.

Discussion followed and Council noted the following:

- Public comments at the public hearing do not apply to redistricting and will be addressed during the subdivision and development application
- Loss of agricultural land is minimal and does not impact the existing agricultural land
- Creation of a buffer zone provides a natural separation line and could be beneficial to future development
- Separate processes will address issues regarding a secondary access road
- The Municipal Planning Commission will address issues pertinent to the development process
- Council will not consider issues or incidents between adjacent property owners in their decision
- Council's decision is based on the best interests of the County as a whole
- The application does not change the business's operations, which is consistent with the MDP statements regarding economic and tourism development
- The application facilitates the creation of separate titles for business and personal uses
- Prairie Creek Inn is operating within and meeting the requirements of existing permits

Ken Qually and Dennis Ross left the meeting.

COUNCILLOR DUNCAN:

That Council grants  
Second Reading  
to Bylaw 987/14

244/14

CARRIED 7/0

COUNCILLOR VANDERMEER:

That Council grants Third  
Reading to Bylaw 987/14

245/14

CARRIED 7/0

**2. First Reading Bylaw 992/14 LUA**

Keith McCrae and Kim Jakowski responded to questions from

Council and confirmed the process for reconfiguring the property boundaries and noted redistricting allows for option to rezone more than 10 acres. Mr. McCrae noted subdivision is not proposed at this time.

Ms. Jakowski responded to questions from Council regarding the open houses and noted the attendance registry will be provided to Council at first opportunity.

COUNCILLOR GRAHAM:

That Council grants First Reading to Bylaw 992/14 and schedules a public hearing; and directs The Whole Life Institute to schedule a public hall meeting prior to the public hearing.

246/14

CARRIED 7/0

ADJOURNMENT:  
2:03 P.M.

COUNCILLOR MAKI:

That the Meeting adjourns.

247/14

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER