

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held December 08, 2015 in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:03 A.M. by Reeve Alexander with the following being present:

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|----------------------------------|-------------------|
| Reeve | Patrick Alexander |
| Councillors | Earl Graham |
| | Curt Maki |
| | Jim Duncan |
| | John Vandermeer |
| | Kyle Greenwood |
| | Theresa Laing |
| CAO | Ron Leaf |
| Recording Secretary | Tracy Haight |
| Director, Corporate Services | Rudy Huisman |
| Director, Ag Services & Landcare | Matt Martinson |
| Director, Community & Protective | Ted Hickey |
| | Christine Heggart |
| | Brad Welygan |
| Public | Marianne Cole |
| Media | Laura Button |
| | Sylvana Crosby |
| | Helge Nome |

**AGENDA
APPROVAL:**

Councillor Duncan added a Verbal Report - Clearwater Trails Initiative Project under Item H3. Reeve Alexander added Correspondence from Canadian Parks And Wilderness Society under Item H3. Councillor Vandermeer added an In Camera Verbal Report.

COUNCILLOR MAKI:	That the December 08, 2015 Regular Meeting Agenda be accepted as amended.
429/15	CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. November 24, 2015 Regular Meeting Minutes

COUNCILLOR DUNCAN:	That the Minutes of the November 24, 2015 Regular Meeting be accepted as circulated.
430/15	CARRIED 7/0

**AG SERVICES &
LANDCARE:**

1. Draft Policy: Roadside Cleanup

Matt Martinson outlined amendments, as per Council’s review on November 24, to the Roadside Cleanup draft policy.

Discussion took place and Council requested additional amendments as follows:

- Remove the definition of “not for profit” as it is redundant.

- Include wording in “Procedure Section 2. Applicant Selection” that clarifies that groups with political affiliations will not be considered as eligible for the program.

COUNCILLOR GRAHAM: That Council approves the “Roadside Cleanup” Policy as amended.

431/15 CARRIED 7/0

Ivan Dijkstra, Christine Heggart, and Lisa Novacek joined the meeting.

2. Bill 6: Proposed Farm Safety Legislation

Matt Martinson provided information on the Provincial Government’s proposed legislation, Bill 6: Enhanced Protection for Farm and Ranch Workers Act and summarized developments regarding recent amendments to the Bill. He provided an overview of Farm and Ranch Sessions that Administration attended and noted the agricultural community’s concerns with the Bill as follows:

- lack of consultation with farmers and industry representatives;
- lack of clarity on the implementation of the proposed Bill; and the
- lack of information on how legislation and Occupational Health & Safety (OHS) regulations will impact the family farm lifestyle and viability of family farm operations.

Discussion took place on concerns with the rushed timeline for the passage of the Bill without completing details and the proposed compliance deadlines for Workers Compensation Board and Occupational Health and Safety regulations.

Discussion continued on the contradictory information received from the Provincial Government regarding the Bill. What little is available does not address the implementation of the Bill or how farmers will manage its policies and procedures.

Discussion followed on how Council wishes to proceed in communicating its concerns with Bill 6 and in asking the Government to delay the Bills passage until a full consultation process with industry and community representatives is complete. There is also concern with the overall direction that the Provincial Government is taking regarding introduction of new policies without consultation from Albertans.

COUNCILLOR VANDERMEER: That Council receives the information as presented.

432/15 CARRIED 7/0

COUNCILLOR MAKI: That Council sends a letter to Premier Notley; Minister of Agriculture and Forestry; Minister of Jobs, Skills, Training and Labour; Minister of Municipal Affairs; and copy letters to AAMDC, that identifies concerns with Bill 6.

433/15 CARRIED 7/0

Discussion took place on the upcoming Farm and Ranch Sessions and that, if possible, all Councillors should attend the sessions.

Discussion continued on the proposed second letter to the Premier identifying Council's concern with the Provincial Government moving forward without independent consultation with Albertans on many issues including the carbon tax, climate change policies, and the Royalty Review.

COUNCILLOR GREENWOOD: That Council sends a letter to Premier Notley identifying overall concerns with other matters before the Government.

434/15

CARRIED 7/0

3. Verbal Report: Alberta Association of Municipal Districts and Counties (AAMDC) Member Input Request: Declaring State of Agricultural Disaster

Ron Leaf stated that AAMDC is meeting with Agriculture Financial Services Corporation (AFSC) to discuss criteria used for declaring states of agricultural disaster. In preparation for this meeting, AAMDC requests input from members on the decision making process for declaring a local state of agricultural disaster.

Matt Martinson explained that AFSC, a provincial crown corporation, wishes to establish a province wide definition of what constitutes an agricultural disaster.

Discussion took place on the current practices of other municipalities for declaring a state of agricultural disaster.

Discussion followed on Clearwater County's practice for declaring an agriculture disaster and Mr. Martinson explained that each situation is evaluated by Council, with similar criteria as other municipalities, in order to determine if conditions warrant a declaration. He explained the rational for the County not making a declaration this past summer as the entire county did not suffer an agricultural disaster and that it is not only the agriculture industry that is experiencing a 'disaster' situation. The County responded in other ways such as: communicating Council's rational for declaring and/or not declaring a disaster; informing producers that a declaration is not required to obtain provincial assistance; and providing workshops on how producers can mitigate drought situations.

COUNCILLOR GRAHAM: That Council directs Administration to advise AAMDC of Clearwater County's practice and criteria for declaring a state of agriculture disaster.

435/15

CARRIED 7/0

CORPORATE SERVICES:

1. Revised 2016 Budget Review Schedule and Interim 2016 Operating & Capital Budget

Rhonda Serhan explained that the adoption of the 2016 Operating and Capital budget is scheduled for February 2016 so as to allow sufficient time to review the impact of the anticipated decrease in linear assessment revenues.

Ms. Serhan outlined the proposed budget schedule as follows:

- January 25, 2016 - distribution of the proposed 2016 Capital and Operating Budget material;
- February 2 thru February 4 - Council review of the proposed budget followed by posting on the County website;

- February 18 – Public Open House including acceptance of written comments via mail/email;
- February 23 - Final budget review and approval.

Ms. Serhan explained that as per the Municipal Government Act legislation, Sections 242 and 248, staff proposes that Council approves the 2016 preliminary operating budget as the 2016 interim operating budget.

Ms. Serhan noted that there will be no expenditures on new programs or new capital projects until the 2016 Capital and Operating Budgets are approved. However, to allow specific capital projects/programs to proceed, staff requests approval for the following capital items:

- Gravel Road Rehabilitation/Brushing - \$200,000
- Public Works/Capital Equipment - \$931,000
- Regional Fire/Replacement of Fire Engine Pumping Unit 601 - \$580,000
- Highway Patrol Officers/Replacement Vehicles - \$110,000

Discussion took place on the necessary approval of funds for the brushing program, estimated at \$200,000, as the program must be completed by March 2016 due to Federal Migratory Bird Act legislation.

Discussion continued on the approval of funds for capital equipment purchases with long delivery lead times. Lead time for the purchase of a replacement fire engine pumping unit is fourteen months. The current unit is aged at nineteen years, which is nearing life expectancy stipulated in policy, and will not classify as a pumping unit once it reaches twenty years. Delaying the ordering of a replacement unit potentially impacts insurance rates for Clearwater County residents.

COUNCILLOR MAKI: That Council approves the \$200,000 2016 capital expenditure for the Gravel Road Rehabilitation Brushing Program.

436/15

CARRIED 7/0

COUNCILLOR DUNCAN: That Council tables Item E1.

437/15

CARRIED 7/0

Hollen Scheldrake, Rick Emmons, Ben Worth, Mike Day, Amanda Rodriguez, and Jerry Pratt joined the meeting.

PLANNING:

1. 10:30 A.M. Hollen Scheldrake, Nordegg Playground Funding Request

Rick Emmons introduced Hollen Scheldrake, representative from the Nordegg Community Association (NCA). He stated that the NCA proposes to redevelop and expand the existing playground in Nordegg and requests that Clearwater County contribute \$100,000 in matching funds for the project.

Mr. Emmons noted that the playground, located on County property, is used by local residents, tourists, and Nordegg School students. Upon inspection, the Wild Rose School Division has stated that the current equipment is sub-standard and not to code, which consequently is a potential liability issue for Clearwater County.

Ms. Scheldrake provided an overview of the project to redesign the playground as the Nordegg Community Discovery Park. She noted that the park will create

a safe and unique space for community members, school students, and tourists.

Mr. Emmons stated that NCA’s objectives for the project align with Councils strategic plan for tourism and economic development.

Ms. Scheldrake responded to questions and explained features of the park plan and that the project is supported by full and part time residents. She noted that the NCA has raised approximately \$76,000 in five months from corporate sponsorships, grants, in-kind services, and the private sector.

Mr. Emmons responded to questions and noted the economic benefits of the project include increased marketability for lot sales in Nordegg. He noted that funding for the project could be considered in the 2015 budget.

Discussion took place on whether matching funds are required in 2015 or 2016. As NCA’s eligibility for the 2015 Community Facilities Enhancement Program provincial grant is dependent on obtaining matching funds in 2015, a contribution is required before year end. To date, NCA has raised \$76,000 so the County can match that amount in 2015, with the remaining \$24,000 matched dependent on funds raised by the NCA.

COUNCILLOR LAING: That Council approves funding for the Nordegg Community Association playground with \$76,000 from 2015 Contingency, with an additional upset limit of \$24,000 in 2016 to match Nordegg Community Association fundraising efforts, up to a maximum of \$100,000.

438/15

CARRIED 6/1

**COMMUNITY &
PROTECTIVE
SERVICES:**

1. Introduction of Ben Worth, Library Manager, Rocky Mountain House Public Library

Jerry Pratt introduced Ben Worth and Mike Day, Chair of Public Library Board.

Council welcomed Ben Worth to Clearwater County. Mr. Worth stated he is looking forward to serving the community in his new role as Library Manager.

Discussion took place on the library’s role within the community.

COUNCILLOR GREENWOOD: That Council receives the information as presented.

439/15

CARRIED 7/0

Ben Worth and Mike Day left the meeting.

2. Introduction of Andrea Vassollo, Manager, Family & Community Support Services

Jerry Pratt introduced Andrea Vassollo and Council welcomed Ms. Vassollo to Clearwater County. Ms. Vassollo stated she is looking forward to serving the community in her new role as Manager of Family and Community Support Services (FCSS).

Discussion took place on FCSS goals and funding sources. As the Provincial Government has increased its funding it is expected that the County's share will increase in the 2016 budget.

COUNCILLOR GREENWOOD: That Council receives the information as presented.

440/15 CARRIED 7/0

Andrea Vassollo left the meeting. Erik Hansen, Marshall Morton, and Ben Charles joined the meeting.

COUNCILLOR GREENWOOD: That Council lifts Item E1 from the table.

441/15 CARRIED 7/0

CORPORATE SERVICES:

1. Revised 2016 Budget Review Schedule and Interim 2016 Operating & Capital Budget

Discussion continued on the approval of Public Works capital equipment in the amount of \$931,000.

Marshall Morton responded to questions and discussion took place regarding the current County policy that outlines the equipment replacement schedule based on the equipment's warranty period.

COUNCILLOR DUNCAN: That Council approves the \$931,000 2016 capital expenditure for the Public Works Capital Equipment Program.

442/15 CARRIED 5/2

Discussion continued on the approval of Regional Fire capital equipment in the amount of \$580,000 for the replacement of Fire Engine 601. The current Clearwater Regional Fire Services (CRFS) policy outlines a 20-year replacement schedule for equipment.

COUNCILLOR VANDERMEER: That Council defers the decision to approve \$580,000 for the replacement of Fire Engine 601 pending the 2016 Budget Review and review of policy by the CRFS Committee.

443/15 DEFEATED 4/3

COUNCILLOR ALEXANDER: That Council approves the \$580,000 2016 capital expenditure for the Regional Fire Capital Equipment Program.

444/15 CARRIED 4/3

Discussion took place on the approval of Community and Protective Services capital equipment purchases in the amount of \$110,000 for the replacement of Clearwater County Highway Patrol vehicles.

Ted Hickey responded to questions and explained that the replacement of two vehicles is one year ahead of schedule so as to maximize resale value on the older vehicles. The replacement schedule is based on a three year life cycle.

COUNCILLOR LAING: That Council considers the approval of \$110,000 for 2016 capital expenditure for the Community & Protective Services Program during the 2016 Budget Review.

445/15

CARRIED 5/2

2. Annual Market Adjustment – Clearwater County Staff

Rudy Huisman provided a summary of proposed 2016 salary increases, ranging from 1.5 to 3%, for municipalities in Central Alberta. To ensure that Clearwater County does not fall behind other market adjustments/cost-of-living increases on neighboring municipalities, it is recommended that Council approve an 1.7% annual market adjustment to salaries commencing in the first pay period of 2016.

Mr. Huisman responded to questions and explained the methodology for calculating the percentage amount and provided further examples of municipal market increases.

COUNCILLOR DUNCAN: That Council approves an annual 1.7% salary market adjustment commencing the first pay period in 2016.

446/15

CARRIED 6/1

1. Revised 2016 Budget Review Schedule and Interim 2016 Operating & Capital Budget

COUNCILLOR MAKI: That Council adopts the 2016 Preliminary Budget approved January 13, 2015 as the Interim 2016 Operating and Capital Budget.

447/15

CARRIED 7/0

3. Request for Waiver of Tax Penalty

Rudy Huisman presented a ratepayer's request for Council to waive the late tax payment penalty on roll numbers 3708301002 and 3708292002 in the amount of \$838.85.

Discussion took place on the standard legal procedures for property sales that includes a tax adjustment statement. It is the responsibility of the seller and the purchaser to ensure that property taxes are adjusted on real estate transactions.

COUNCILLOR GRAHAM: That Council denies the request to waive late tax payment penalties on Roll 3708301002 and 3708292002.

448/15

CARRIED 7/0

Reeve Alexander recessed the meeting at 12:02 P.M. for a lunch break.

Reeve Alexander called the meeting to order at 12:55 P.M. with the following in attendance: Councillors Graham, Maki, Duncan, Vandermeer, Greenwood, and Laing; Ted Hickey, Laura Button, Sylvana Crosby, Rudy Huisman, Marshall Morton, Erik Hansen, Matt Martinson, Jerry Pratt, Christine Heggart, Rick Emmons, Steve Maki, and Tracy Haight.

PLANNING:

2. 2015 Clearwater County Internal Safety Audit

Steve Maki stated Clearwater County achieved a grade of 93% on the 2015 Internal Safety Audit. Mr. Maki explained the audit process and provided an overview of the scoring system.

Mr. Maki and Mr. Emmons responded to questions from Council and explained testing on the “Formal Workplace Inspections” category historically achieves the lowest score. Employees are not always aware that a ‘formal’ inspection is taking place. The score can be improved with better communication.

Mr. Maki explained upcoming changes to the Alberta Municipal Health and Safety Association (AMHSA) audit process and stated that Clearwater County is participating in the new format.

Discussion took place on Council’s role and responsibilities; Council’s commitment of funds and resources; and the administration process for the health and safety program.

COUNCILLOR DUNCAN: That Council receives the 2015 Internal Safety Audit results for information as presented.

449/15

CARRIED 7/0

**COMMUNITY &
PROTECTIVE
SERVICES:**

3. Central AB Tourism Destination Management Plan Stakeholder Presentation

Jerry Pratt presented a power point presentation: “Central Alberta Destination Management Plan (CADMP)” that outlines the Central Alberta/Red Deer Tourism Stakeholders Group recommendations for a regional collaborative approach to encourage the development of tourism and enhance the sustainability of the tourism industry.

Discussion took place on one of the recommendations for destination development within the West Country. Development within the West Country, particularly the David Thompson Development Nodes, is connected to Provincial Government policies that restrict activities in environmental sensitive areas. Without Provincial Government support, it is difficult for Clearwater County to encourage development proposals from investors.

COUNCILLOR LAING: That Council receives the information as presented.

450/15

CARRIED 7/0

3. Clearwater Regional Tourism Business Forum

Jerry Pratt stated that Clearwater County, along with the Chambers of Commerce & Visitor Information Centres for Caroline, Nordegg & Rocky Mountain House, is hosting a Clearwater Regional Tourism Business Forum on January 28, 2016.

The forum will create network opportunities, provide information, and engage tourism operators in Clearwater County.

COUNCILLOR DUNCAN: That Council receives the information as presented.

451/15

CARRIED 7/0

Jerry Pratt left the meeting.

INFORMATION:

1. CAO's Report

Ron Leaf reviewed upcoming events and programs for January. He noted that a meeting with Chief of O'Chiese First Nation and Reeve Alexander is scheduled for January 13. Council will be advised of the meeting agenda at first opportunity.

Discussion took place on a Councillor attending the December 11 District 2 Alberta Association of Municipal Districts and Counties meeting. Councillor Greenwood indicated his availability.

Councillor Duncan presented a slide show on the Clearwater Trail Initiative project and provided an update on work completed to date.

Discussion took place on the importance of councillors attendance at upcoming information sessions on Bill 6.

COUNCILLOR GRAHAM: That Council authorizes Councillors attendance at Bill 6 Information Sessions.

452/15

CARRIED 7/0

Reeve Alexander noted correspondence received from Canadian Parks and Wilderness Society (CPAWS). Administration will schedule a delegation from CPAWS in January or February.

COUNCILLOR GREENWOOD: That Council receives the CAO Report, Public Works Director's Report, Accounts Payable Listing, Councillors' Remuneration, and Councillors' Verbal Reports as information.

453/15

CARRIED 7/0

Steve Maki, Laura Button and Sylvana Crosby left the meeting.

IN CAMERA:

454/15

COUNCILLOR VANDERMEER: That Council meets as a Committee of the Whole to discuss Land, Administrative Report, and Labour issues at 2:15 P.M.

CARRIED 7/0

455/15

COUNCILLOR GRAHAM: That the meeting reverts to an Open Meeting at 5:00 P.M.

CARRIED 7/0

ADJOURNMENT:
5:00 P.M.

456/15

COUNCILLOR GRAHAM: That the Meeting adjourns.

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER