

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held February 23, 2016 in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 8:59 A.M. by Reeve Alexander with the following being present:

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|------------------------------------|------------------------|
| Reeve | Patrick Alexander |
| Councillors | Earl Graham |
| | Curt Maki |
| | John Vandermeer |
| | Kyle Greenwood |
| | Theresa Laing |
| | Jim Duncan |
| Acting CAO | Rudy Huisman |
| Recording Secretary | Christine Heggart |
| Director, Public Works | Marshall Morton |
| Director, Ag Services and Landcare | Matt Martinson |
| Manager, Infrastructure | Erik Hansen |
| Manager, Operations | Kurt Magnus |
| Manager, TIMS | Brad Welygan |
| Manager, Finance | Rhonda Serhan |
| TIMS | Cam MacDonald |
| Communications | Michelle Meatheringham |
| Media | Laura Button |
| | Logan Schenk |

**AGENDA
APPROVAL:**

Reeve Alexander added item J2: Labour to the agenda.

COUNCILLOR DUNCAN: That the February 23, 2016 Regular Meeting Agenda is accepted as amended.

061/16 CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. February 9, 2016 Regular Meeting Minutes

COUNCILLOR MAKI: That the Minutes of the February 9, 2016 Regular Meeting is accepted as circulated.

062/16 CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

2. February 9, 2016 Public Hearing Minutes

COUNCILLOR GREENWOOD: That the Minutes of the February 9, 2016 Public Hearing for Bylaw 1012/16 is accepted as circulated.

063/16 CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

3. February 9, 2016 Public Hearing Minutes

COUNCILLOR DUNCAN: That the Minutes of the February 9, 2016 Public Hearing for Bylaw 1013/16 is accepted as circulated.

064/16

CARRIED 7/0

PUBLIC WORKS: 1. Burnstick Lake Campground Gravel Requirements

Marshall Morton presented a request from the Caroline and District Chamber of Commerce Association for the provision of 200 yards of $\frac{3}{4}$ " gravel for the roads and campsites at Burnstick Lake Campground.

Mr. Morton detailed Clearwater County's Gravel Policy, which allows for the provision of gravel to rural community halls and cemeteries with up to 60 cubic yards of gravel per year and provided history of a 2009 request for gravel purchase at the County's rate. He noted that the Caroline and District Chamber of Commerce does not qualify for gravel based on the existing policy.

Councillor Graham noted that the Chamber had the money set aside for gravel maintenance, and it was spent on paving the parking lot at the trail head in coordination with the Clearwater Trails Initiative. Discussion took place on the campground revenues, as revenues flow back into the Chamber's general revenue and also help fund the medical clinic in Caroline.

Additional discussion took place on the number of camping stalls, the future expansion plans for the campground, the historical gravel donation in 2009, and best course of action to supply gravel.

COUNCILLOR VANDERMEER: That Council donates the requested 200 yards of gravel along with loading services, and that the associated trucking costs are incurred by the Caroline and District Chamber of Commerce.

065/16

CARRIED 7/0

Sylvana Crosby joined the meeting. Brad Welygan and Cam MacDonald left the meeting.

**AGRICULTURAL
SERVICES AND
LANDCARE:**

1. Committee Nominations for Bill 6

Matt Martinson presented the Government of Alberta's Bill 6 Farm safety legislation call for nominations to serve on consultation committees. He noted the timelines for application, committee commitments and that the issue has been a very important to Clearwater County producers and residents and that the legislation could be a positive new direction for the agriculture industry or it could be large regulatory and economic burden.

Mr. Martinson noted he received several phone calls to inquire whether the County would nominate a member to sit on the committee. Mr. Martinson responded to questions regarding technical committee groups.

Discussion took place on the consultation process and concerns regarding timing of meetings, and potential candidates to nominate including Councillors, staff and Agricultural Services Board (ASB) members.

066/16

COUNCILLOR MAKI:

That Council nominates Councillor Kyle Greenwood to the Bill 6 Enhanced Protection for Farm and Ranch Workers Act Consultation Technical Working Groups.

CARRIED 7/0

067/16

COUNCILLOR GRAHAM:

That Council nominates Agricultural Services and Landcare Matt Martinson to the Bill 6 Enhanced Protection for Farm and Ranch Workers Act Consultation Technical Working Groups.

CARRIED 7/0

068/16

COUNCILLOR DUNCAN:

That Council nominates ASB Chair Jody Bignell to the Bill 6 Enhanced Protection for Farm and Ranch Workers Act Consultation Technical Working Groups.

CARRIED 7/0

068/16

Marianne Cole and Denniece Crout joined the meeting.

**AGRICULTURAL
SERVICES AND
LANDCARE:**

2. Letter of Support request for Prairie Creek Fish Passage Enhancement Project

Matt Martinson presented a request for letter of support from Husky Energy and Trout Unlimited to support their fish passage enhancement project. He noted this formal letter of support may be useful to the partnership for securing future grant funding and for recognition of the project.

Mr. Martinson described the project and noted the outcomes are increased fish passage potential as well as improved the surrounding aquatic habitat. He added that the project raised water levels in the pool and culvert, and now ensures that fish of various size and species, living in Prairie Creek, can travel both ways through the culvert to reach a wider variety of habitat.

069/16

COUNCILLOR GREENWOOD:

That Council sends a letter of support in principle to Husky Energy and Trout Unlimited Prairie Creek Fish Enhancement Project.

CARRIED 7/0

069/16

Matt Martinson left the meeting.

**CORPORATE
SERVICES:**

1. 2016 Operating and Capital Budget

Rudy Huisman provided an overview of Councils February 2-3, 2016 budget deliberations, a summary of the budget open house meeting on February 18 and requirements under Section 242(1) and 245 of the Municipal Government Act that requires each municipality to adopt an operating budget and a capital budget for each calendar year.

He noted that the 2016 budget adoption was delayed due to the potentially significant impact on taxation and other revenue precipitated by the downturn in the Alberta economy, and updated Council on the forecast for linear assessment.

Mr. Huisman reminded Council of the written input they received from the Clearwater County Taxpayers Association (CCTA) and the CCTA's comments regarding increased expenditures in previous calendar years. He added that the factors not considered with the CCTA's feedback included: increased industrial activity; provincial downloading; increased regulatory constraints; and/or, increasing transfer payments to the Town of Rocky Mountain House and the Village of Caroline.

Mr. Huisman summarized the additional input received at the budget open house, noting that eighteen members of the public attended. He added that two members of the public brought in articles predicting some municipalities will have difficulty collecting taxes from oil companies in the future and that each member of Council received a written summary of a survey conducted by the CCTA, in which the CCTA's President calls for freezing of tax rates and not proceed with plans for new facilities.

Mr. Huisman recommended that Council discuss whether to implement a tax rate increase in 2016, noting that no tax rate increase is required to balance the budget. He added that Council's previous strategy of increasing taxes nominally each year, even in good years, and allocating funds to restricted reserves is a good practice to mitigate the need to make substantial increases in years when expenses increase or tax revenues decline significantly.

Councillor Duncan noted that he received one concern regarding the ability to collect taxes from bankrupt parties and that the County should lobby the provincial government to remove the municipal responsibility of collecting provincial education taxes.

Councillor Laing noted that the CCTA put out a good survey, and that feedback summary echoes what she has heard from the community.

Councillor Graham, Maki, Duncan and Greenwood noted they did not receive one call, nor received one negative comment on the budget or budget process.

Councillor Maki noted that discussions he had regarding budget included questions regarding the tax rate. Councillor Maki addressed the newspaper articles received at the open house and noted that they are not a concern for 2016, but should be watched for future years' revenue.

Councillor Duncan noted the value in these slower economic times to get good pricing on projects and that he is in favour of staying the course in terms of facilities projects.

Reeve Alexander noted that the County's revenues are based on assessment values and differ from that of industry. He added that the budget review process was productive and that the 2016 budget is good as is, and didn't see any need to make any further changes.

Councillor Vandermeer noted the uncertainty in economy and the need to defer the building of the public works facility. He noted his concern with drawing down

reserves and that he would like to retain a high balance of reserves and complete a review of leasing opportunities in the area and suggests waiting to see what provincial budget will bring.

Councillor Laing noted her concern with linear tax uncertainty, effects of abandoned wells and that she is not in favour of moving ahead with new facilities. She suggested the potential to amalgamate a building with the Town and the need to embrace technology, working from home, contracted services and that municipalities are lagging behind the trend to use more remote work. She also added that she is concerned with using MSI grant to fund facility and that the County should investigate lease options in the area.

Councillor Vandermeer noted now is the time to be reserved and evaluate and hold spending.

Councillor Maki noted that the 2016 operating is good budget and a service budget.

Councillor Laing noted that we haven't reached the bottom of the economic woes, could have serious repercussion in future years. Salt-sand storage required.

Reeve Alexander noted that revenues are based on assessment, the 2016 budget is good.

Marshall Morton responded to questions regarding the capital facilities projects noting that the capital costs include the development of both the Caroline and north of the Town of Rocky Mountain House salt-sand storage facilities, and associated lot grading and roads, as well as the operations building.

COUNCILLOR GRAHAM: That Council reviews the summary of public input to the budget process and accepts as information.

070/16

CARRIED 5/2

Rhonda Serhan responded to question regarding amendments to the capital budget that flowed from the Feb 2-3, 2016 budget meetings.

COUNCILLOR DUNCAN: That Council approves the 2016 Capital Budget, with capital expenditures of \$31,515,422, to be funded as follows, Federal Gas Tax Revenue \$643,649, MSI grants \$5,452,453, Withdrawals from Capital Reserves \$17,494,078 and use of 2016 net operating funds \$7,925,242.

071/16

CARRIED 4/3

COUNCILLOR MAKI: That Council approves the 2016 Operating Budget with operating revenues of \$46,760,775, operating expenses of \$34,859,270, for a net budgeted operating surplus of \$11,901,505 to be applied as follows: transfers to restricted funds for designated future use \$4,928,281, transfers from restricted funds for operations of \$952,018 and use of current operating funds for capital \$7,925,242.

072/16

CARRIED 5/2

Marshall Morton, Kurt Magnus, Erik Hansen, Denniece Crout and Rhonda Serhan left the meeting.

**COMMUNITY &
PROTECTIVE
SERVICES:**

2. Clearwater County Rural Communications Committee Recommendations

Councillor Vandermeer presented the Clearwater County Rural Communications Committee (RCC) final report and noted that the RCC completed its objectives as outlined within the Council approved Committee Terms of Reference.

Councillor Vandermeer summarized the RCC’s recommendations to roll out an enhanced service, in partnership with the Town of Rocky Mountain House and Village of Caroline, within 5 years. He added that the County could take the lead on a community owned internet service with a fibre optic highway deployment along with towers, and emphasized the need to work with stakeholders and other local utility providers and as well to investigate and lobby for provincial and federal infrastructure grants.

Councillor Vandermeer thanked the RCC for their hard work and enthusiasm for the project.

Councillor Duncan noted that other municipalities are also looking at similar ventures in order to remain competitive. Discussion took place on the need to lobby for infrastructure funding and the models other municipalities are using, including hired lobbyists.

COUNCILLOR GREENWOOD: That Council accepts the RCC’s final report as information.

073/16

CARRIED 7/0

3. Clearwater County Rural Communications Committee Dissolution

Rudy Huisman noted that the RCC’s Terms of Reference and associated objectives have been met, and that with Council’s receipt of the Committee’s report and Council’s direction to Administration to continue investigating the options and implications towards future opportunities for enhancing high speed internet within Clearwater County, that the RCC may officially be dissolved.

Discussion took place on the outcomes and information researched by the RCC and it was noted that RCC members would likely be available to answer questions as needed.

COUNCILLOR DUNCAN: That Council recognizes the RCC’s completion of work and directs staff to send a letter of thank you from County along with a small token of appreciation.

074/16

CARRIED 7/0

Cassandra Crause and Angela Charles joined the meeting.

1. 10:45 A.M. Delegation: Caroline School Enhancement Committee

Cassandra Crause and Angela Charles introduced themselves to Council and noted the intent to share the progress they have made the Caroline Community School Grounds Redevelopment. Rudy Huisman noted that at the same time the Committee would like to request a formal letter of support from Clearwater

County and to discuss if there are any other ways that the County could be of assistance with the completion of this project.

Ms. Charles reviewed the plan for the Caroline School Enhancement including: re-design of playground: replacement of old structure: re-vitalize athletic field and bleachers; re-vive outdoor court and gathering areas; create community discovery garden and gazebo; and, naturalization of the grounds.

She noted that the Committee has raised \$80,000.00 cash to date as well as applying for the community facility enhancement program (CFEP) grant and participating in the Alberta Gaming and Liquor Commission (AGLC) casino program. Phase 1 with total cost of \$173,816 is intended to move ahead in July 2016.

Ms. Charles provided details in terms of the Phase 1 changes and additions, including playground, benching, trees, community garden and landscaping. She noted any volunteer time or gifts in kind in terms of equipment or materials would be appreciated. Ms. Charles responded to questions regarding the playschool, HUB kids after school program and the partnership with the Wild Rose School Division who would take ownership and maintain playground equipment on their property.

Discussion took place on the types of equipment that would be of use to the project and Ms. Charles will send a list to administration. Ms. Charles responded to questions regarding joint use agreements that ensure access and the liability coverage.

COUNCILLOR GREENWOOD: That Council accepts the Caroline Community School Grounds Redevelopment presentation as information.

075/16 CARRIED 7/0

Denniece Crout, Darren Pohl, Marshall Morton, Kevin Koe and John McGougan joined the meeting.

MUNICIPAL: 1. 11:30 A.M. Delegation: Repsol Oil & Gas Canada Inc.

Repsol Canada’s business representatives; John McGougan, Team Lead – Acquisitions, Community & Aboriginal Relations; and Kevin Koe, Surface Landman Duvernay, External Relations Communications & Core Services introduced themselves to Council.

IN CAMERA:

COUNCILLOR VANDERMEER: That Council meets as a Committee of the Whole to discuss an item of Third Party Interest and labour item at 11:28 A.M.

076/16 CARRIED 7/0

Michelle Meatheringham, Laura Button, Logan Schenk, Sylvana Crosby, Cassandra Crause and Angela Charles left the meeting.

COUNCILLOR LAING: That the meeting reverts to an Open Meeting at 12:25 P.M.

077/16 CARRIED 7/0

COUNCILLOR GRAHAM: That Council accepts Repsol Oil & Gas Canada Inc.'s presentation as information.

078/16

CARRIED 7/0

Denniece Crout, Darren Pohl, Marshall Morton, Kevin Koe and John McGougan left the meeting.

RECESS: Reeve Alexander recessed the meeting for lunch at 12:26 P.M.

CALL TO ORDER: Reeve Alexander called the meeting to order at 12:55 P.M. with the following people present: Councillors Maki, Duncan, Vandermeer, Greenwood, Graham and Laing; Rudy Huisman and Christine Heggart.

INFORMATION:

1. CAO's Report

Rudy Huisman noted upcoming dates for events and programs.

COUNCILLOR MAKI: That Council receives the Acting CAO's Report, Public Works Director's Report and Accounts Payable Listing as information.

079/16

CARRIED 7/0

COUNCILLOR DUNCAN: That Council directs staff to complete the submission requirements to nominate Chief Administrative Officer Ron Leaf for the R.W. Hay Award.

080/16

CARRIED 7/0


Discussion took place on the Rocky Mountain Regional Solid Waste Authority service level review process. Reeve Alexander noted the committee's desire to see increased public education and information related communications.

ADJOURNMENT:
1:34 P.M.

COUNCILLOR MAKI: That the Meeting adjourns.

081/16

CARRIED 7/0



REEVE

ACTING CHIEF ADMINISTRATIVE OFFICER