

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held September 27, 2016, 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: Pat Alexander
Councillors: Earl Graham
John Vandermeer
Jim Duncan
Kyle Greenwood
Theresa Laing
Curt Maki

Staff:
Chief Administrative Officer Ron Leaf
Recording Secretary Tracy Haight
Director, Public Works Marshall Morton
Director, Corporate Services Rodney Boyko
Manager, Infrastructure Erik Hansen
Manager, TIMS Brad Welygan
Manager, Operations Kurt Magnus
Manager, Finance Rhonda Serhan

Media: Helge Nome
Laura Button

**AGENDA
APPROVAL:**

COUNCILLOR MAKI: That the September 27, 2016 Regular Meeting Agenda be adopted as presented.

310/16

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. September 13, 2016 Regular Meeting Minutes

COUNCILLOR DUNCAN: That the Minutes of the September 13, 2016 Regular Meeting are adopted as circulated.

311/16

CARRIED 7/0

PUBLIC WORKS:

1. Bylaw 1018/16 Highway Maintenance – Second and Third Readings

Marshall Morton presented the Highway Management Bylaw 1018/16 which was amended to include the definition, as per the Traffic Safety Act, for “highway”.

Mr. Morton responded to question and explained fees and specified penalties as outlined in Schedule “A” and “B” are based on recommendations from Alberta Transportation.

COUNCILLOR MAKI: That Council approves the amendment as presented and grants second reading to Bylaw 1018/16 Highway Maintenance.

312/16

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council grants third reading to Bylaw 1018/16 Highway Maintenance.

313/16

CARRIED 7/0

Keanna Nelson and Christine Heggart joined the meeting.

CORPORATE SERVICES:

1. Budget Public Consultation Process

Rodney Boyko explained the rationale for enhancing public participation in the County's three-year budget planning process and proposed that public participation begin prior to Council's budget deliberations by way of a request for public feedback on service levels and capital priorities. The intent is to provide Council with knowledge of the public's service level expectations before the development of the 2017-2018 operational and capital budgets.

The public will be asked to provide contact information, division of residence, and what they would like to see in enhanced services, service reductions, and additional capital priorities over the next three years. In order to assist public responses, a draft "Service Level Summary" that outlines Council's priorities for capital asset management, work plans for service levels and delivery, and includes annual budget approximations over the next three years, will be posted on the County's website, social media, and available in printed copy.

Discussion followed on additional steps to ensure public participation. Christine Heggart responded to questions and confirmed the draft document and questionnaire will be included in the October/November issue of the County newsletter.

Discussion took place on including additional information in the draft "Service Level Summary" to provide clarity on how reserves and Municipal Sustainability Initiative funding is used and on costs incurred for issuing development permit approvals.

Administration will continue working on details for the public consultation process, including the timing, compilation, summary, and release of results as the public participation program evolves.

COUNCILLOR LAING: That Council approves the proposed public participation process in the development of the 2017-2018 operational and capital budgets.

314/16

CARRIED 7/0

Ted Hickey and Whitney Wedman joined the meeting.

2. Budget Timelines

Rodney Boyko reviewed the proposed schedule for the 2017 – 2019 operating and capital budget review process as follows:

- November 4, 2016 – deadline for public feedback on service levels and capital priorities
- December 7, 2016 – budget delivery to Council for review
- December 14 to 16, 2016 – Council budget deliberations open to the public
- December 19, 2016 – formal budget ratification by Council

Discussion took place on extending the deadline for public feedback to November 18.

Councillor Graham noted he is unavailable on December 15 due to prior commitments.

Rodney Boyko confirmed the December 19 meeting is considered as a special meeting of council and will be advertised as per legislation.

COUNCILLOR GRAHAM: That Council schedules December 14, 16 and 19th as the budget review dates.

315/16

CARRIED 7/0

**COMMUNITY
AND PROTECTIVE
SERVICES:**

1. Fall High School Awards Ceremonies

Whitney Wedman provided an overview of the "Post-Secondary Scholarship Program" Policy, and its annual contribution of \$1000 scholarships to one student from each of the four high schools located in the County.

Ms. Wedman noted the four ceremonies scheduled, Caroline School: October 14; David Thompson High School: October 7 at 7:00 pm; St. Dominic's High School: October 7 at 2:00 pm; and, West Central High School: October 7 at 6:30pm.

COUNCILLOR VANDERMEER: That Council authorizes councillor attendance at high school awards ceremonies as follows: Councillor Vandermeer or Councillor Laing to attend Caroline School; Councillor Maki to attend David Thompson; Councillor Laing to attend St. Dominic; and Reeve Alexander or Councillor Duncan to attend West Central.

316/16

CARRIED 7/0

MUNICIPAL:

1. Delivery of Council Agenda Packages

Rodney Boyko reviewed Council's September 13 discussion on changing the agenda's delivery date. He outlined applicable sections of the Procedures Bylaw 954/12 that establishes the current distribution deadline of Friday afternoon prior to a council meeting unless the Friday falls on a holiday in which case the agenda is to be distributed on the Thursday prior.

Mr. Boyko responded to questions and noted applicable sections of the bylaw regarding late submissions and communication to Council that require revisions should the agenda delivery date change.

Discussion took place on advantages of receiving the agenda earlier when a statutory holiday falls on the Friday or Monday prior to a council meeting.

COUNCILLOR LAING: That Council reviews Procedural Bylaw 954/12 and amends the bylaw to establish the agenda delivery as the Thursday afternoon prior to a council meeting if there is a statutory holiday on the Friday or Monday prior to a council meeting.

317/16

CARRIED 6/1

2. CAAMDC Fall Resolutions

Ron Leaf provided a summary for each of the nine resolutions submitted for consideration at the October 14 Central Alberta Association of Municipal Districts and Counties (CAAMDC) District 2 General Meeting.

Discussion followed on the effectiveness of each resolution on advocacy efforts and the level of debate anticipated for some of the resolutions.

Cindy Easton joined the meeting.

COUNCILLOR DUNCAN: That Council receives the information as presented.

318/16

CARRIED 7/0

DELEGATIONS: 1. Mountain Rose Women's Shelter Association

Ted Hickey introduced Cindy Easton, Executive Director for the Mountain Rose Women's Shelter Association (MRWSA) which is a non-profit, charitable organization that provides resources and support to individuals and families impacted by domestic violence in the Town of Rocky Mountain House and Clearwater County.

Cindy Easton reviewed MRWSA's founding history, services and programs, and shelter statistics. Ms. Easton responded to questions and explained the process for providing and/or procuring safe accommodations for families in need. The current shelter location is an eight-bed facility. MRWSA's goal is to move to a new location that will accommodate twenty-one beds.

Ms. Easton also provided information on MRWSA's program that assists employers in providing support to employees who are victims of domestic violence. Ms. Easton also noted that MRWSA is involved in housing support services which provides assistance to low-income and/or marginalized families in accessing affordable housing.

Russ Litun, Cyril Jenkins, and Andy Cepuch joined the meeting.

Discussion took place on the lack of housing for seniors in Rocky Mountain House.

COUNCILLOR MAKI: That Council receives the information as presented.

319/16

CARRIED 7/0

2. ConocoPhillips

Conoco Phillips Canada representatives Russ Litun, Senior Vice President, Western Canada Business Unit; Cyril Jenkins, Director External Relations, Environment and Sustainable Development; and Andy Cepuch, Operations Manager, Rocky Mountain House introduced themselves to Council.

Mr. Litun provided an overview of ConocoPhillips Canada organization and noted the company's role in the Canadian energy industry and involvement in local community efforts.

Mr. Litun responded to questions and noted the energy industry is currently facing many challenges.

Discussion took place on factors contributing to these challenges that includes proposed changes to provincial and federal legislation and taxation and lack of market access for product.

COUNCILLOR GREENWOOD: That Council receives the information as presented.

320/16

CARRIED 7/0

IN CAMERA:

1. In Camera

COUNCILLOR DUNCAN: That Council meets as a Committee of the Whole to discuss a Third Party Interest item at 11:45 a.m.

321/16

CARRIED 7/0

COUNCILLOR VANDERMEER: That the meeting reverts to an Open Meeting at 12:41 pm

322/16

CARRIED 7/0

RECESS:

Reeve Alexander recessed the meeting for lunch at 12:41 p.m.

CALL TO ORDER:

Reeve Alexander called the meeting to order at 1:20 p.m. with the following people present: Councillors Graham, Duncan, Maki, Vandermeer, Laing, and Greenwood; Ron Leaf and Tracy Haight.

INFORMATION:

1. CAO's Report

Ron Leaf noted upcoming dates for events and programs.

Discussion took place on the invitation from Mountain View County to attend a workshop on rural broadband internet. Councillor Vandermeer indicated interest in attending.

COUNCILLOR MAKI: That Council authorizes Councillor Vandermeer's attendance at the Mountain View County workshop.

323/16

CARRIED 7/0

Discussion took place on meeting with the Minister of Environment and Parks during the AAMDC Fall 2016 Convention to discuss recent lobby efforts by a

conservation organization for the designation of park status to areas in the West Country.

3. Councillor's Verbal Report

Councillor Duncan reported on the recent Clearwater Trails Initiative tour of Rig Street with a representative from Alberta Environment and Parks to view trail development in the area.

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

324/16

CARRIED 7/0

ADJOURNMENT:
1:40 pm

COUNCILLOR MAKI:

That the Meeting adjourns.

325/16

CARRIED 7/0



REEVE


CHIEF ADMINISTRATIVE OFFICER