

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held June 12, 2012 in the County Office at Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:04 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	Earl Graham
	John Vandermeer
	Jim Duncan
	Robert Bryant
	Dick Wymenga
	Case Korver
Municipal Manager:	Ron Leaf
Director, Public Works:	Marshall Morton
Recording Secretary:	Christine Heggart
TIMS:	Darrell Philip
Construction Supervisor:	Erik Hansen
	Trevor Duley
	Sarah Maetche
	Helge Nome
	Diane Fingler

AGENDA Ron Leaf requested the addition of Alberta Forest Producers Association Annual General Meeting as agenda item F12 as well as the Provincial News Release regarding the Local Elections Authority Act Survey as F13.

BOB BRYANT: That the June 12, 2012 Regular Meeting Agenda be accepted as amended.

208/12 CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. May 22, 2012 Regular Meeting Minutes

EARL GRAHAM: That the Minutes of the May 22, 2012 Regular Meeting be confirmed as circulated.

209/12 CARRIED 7/0

PUBLIC WORKS: 1. Management of Utilities Policy

Marshall Morton presented the final amendments to the Management of Utilities Policy, which includes the management of the twinning of power lines as well as how to manage underground power lines.

Mr. Morton spoke to implementation of the policy and referenced recent tree cutting discussions with land owners.

JIM DUNCAN: That Council approves the revised Management of Utilities Policy.

210/12 CARRIED 7/0

PUBLIC WORKS: 2. Impact of Recent Rain

Marshall Morton provided an update on the various roads washed out in the recent rainfall, including the Ya Ha Tinda Road and Hummingbird Creek Road, noting that all roads are repaired, cleared and open for traffic.

Mr. Morton noted that there were not a lot of issues at Cutoff Creek this year and that a resident experienced flooding near the Clearwater River caused by the water rising quickly and cresting over a Clearwater County road (Township Road 37-4).

Mr. Morton noted as this rainfall event is not unusual or a one in fifty year event, so no disaster funding would be available.

Mr. Morton responded to question regarding liability noting that the County cannot be liable for any overland flooding caused by river levels.

Ron Leaf noted that overland flooding is not covered by insurance policies and described the hydrology of the Clearwater River that causes the river to change channels.

Mr. Morton responded to question regarding damage on the Rigg Street Road noting that it is a private road.

EARL GRAHAM: That Council accepts the report on recent rain events as information.

211/12

CARRIED 7/0

Marshall Morton and Erik Hansen left the meeting. Rhonda Serhan, Murray Hagan and Janice Anderson joined the meeting.

Murray Hagan introduced Janice Anderson, the new Manager of Human Resources.

**CORPORATE
SERVICES:**

1. 2012 Revenue Budget Adjustments

Rhonda Serhan presented recommended adjustments to the tax revenue budget and asked Council to direct staff where to place the additional \$1,033,907.00 in revenue.

Murray Hagan noted directing the funds to contingency gives Council the most flexibility as a decision as to where to allocate the funds may be made at a later date. Mr. Hagan noted another option would be to transfer to reserves.

Council discussed transferring funds to contingency pending wastewater report.

DICK WYMENGA: That Council directs the \$1,033,907 in additional revenue be placed in contingency.

212/12

CARRIED 7/0

**CORPORATE
SERVICES:**

2. SuperNet Installation in Nordegg

Darrell Phillip provided background on the cost of installing SuperNet in Nordegg, noting that the \$31,000.00 funding is required to complete the SuperNet installation.

Mr. Phillip noted that the SuperNet is required in order for Nordegg to act as a backup data repository and offsite network for Clearwater County Technology & Information Management Services.

Ron Leaf noted that the addition of SuperNet fulfills a number of functions, including using the Nordegg building as the backup for County computer systems, as a backup Emergency Operations Centre (EOC) for emergency management and could enable the request from the community to use meeting room as a school room in Nordegg, to facilitate long distance learning.

Murray Hagan noted that the County is the process of installing the SuperNet in the main administration buildings as well.

JOHN VANDERMEER: That Council approves a \$31,000 budget transfer from contingency to fund the installation of SuperNet in Nordegg.

213/12

CARRIED 7/0

Darrell Phillip, Janice Anderson, Murray Hagan and Rhonda Serhan left the meeting.

MUNICIPAL: 1. 2011 Census Data Summary

Ron Leaf presented three reports recently released by Statistics Canada concerning census data collected in 2011 relating to Clearwater County and the Town of Rocky Mountain House (RMH).

Mr. Leaf noted that census numbers reflect a 3.9% growth in population in Clearwater County between 2006 and 2011 and provided population comparisons to neighbouring municipalities. He added the rationale for Alberta's greatest population decreases being attributed to annexations; the greatest increases being attributed to urban growth surrounding Calgary and Edmonton; lowest growth rates were in rural municipalities more than a 2 hours' drive from Calgary or Edmonton; and, that both the O'Chiese and Sunchild communities saw significant populations increases of 66.9% and 40.5% respectively.

Mr. Leaf reviewed the 2011 census' demographic breakdown of the County's population by age categories and sex, noting that the 50-54 year olds represent the largest age category while the 20-24 and 25-29 age categories reflect the lowest age groupings. He added that the median age in the County increased from 40.1 to 42.4 and noted comparisons from neighboring rural municipalities.

Mr. Leaf added that RMH's stats show an increase in the 20-24 and 25-29 categories over the 15 -19 age category.

Mr. Leaf responded to question as to the significant increase in populations in O'Chiese and Sunchild Reserves noting that on-reserve job opportunities could be attributed to the increase.

EARL GRAHAM: That Council accepts the 2011 Census Data Summary as information.

214/12

CARRIED 7/0

MUNICIPAL: 2. Fiscal Timeline Visualization

Christine Heggart provided a draft of a fiscal timeline visualization to be included on the website, which depicts the interrelationships between the assessment and taxation process; the legislative requirements for financial statement completion; and the review of Council's Strategic Plan, which leads up to the budget development process that takes place from October through to January adoption.

Ms. Heggart noted that the timeline also provides a picture of the service delivery window – which spans the entire year - along with the timeframe in which Council sets service level standards for the upcoming year.

Ron Leaf responded to questions regarding timeline shift should elections shift to the spring and he noted that the assessment act is also under review.

JIM DUNCAN: That Council approves the fiscal timeline visualization for inclusion within the Council area of the website.

215/12

CARRIED 7/0

MUNICIPAL: 9. Meeting Update – O’Chiese Council

Ron Leaf noted that he and Mayor Fred Nash met with the O’Chiese Council to discuss partnership opportunities and that circumstances precluded the Reeve’s attendance.

Mr. Leaf provided details of their discussion, including a consensus regarding the need for a new hospital in the Rocky Mountain House area. Mr. Leaf noted the Band Council asked what the potential was to pave the O’Chiese Road. Mr. Leaf noted to the Band Council the budget associated with a project of that scale as well as funding mechanisms that made paving the Sunchild Road possible.

Mr. Leaf noted that the O’Chiese Council identified an economic development focus on apprenticeship programs and partnership with oil and gas industry. The Band Council is also planning to develop a new gas station, golf course and hotel, some of which will be operational in 5 years.

Mr. Leaf also noted that the O’Chiese Council advised Mayor Fred Nash of the services they’d like to see in the Town of Rocky Mountain House and Mr. Nash committed to bringing those comments to the Chamber of Commerce.

Mr. Leaf responded to questions from the Band Council regarding the length of road that would need pavement on the O’Chiese Road, stating it is a 12 or 13 km area and noted that the increase in industrial activity on the Reserve continues to cause road maintenance challenges.

JOHN VANDERMEER: That Council accepts the Meeting Update with O’Chiese Council as information.

216/12

CARRIED 7/0

Mike Haugen and Tyler McKinnon joined the meeting.

MUNICIPAL: 3. AAMDC Request for Input Regarding EMS

Mike Haugen presented a request from the Alberta Association of Municipal Districts and Counties (AAMDC) for member input regarding EMS in the Province.

Mr. Haugen noted that Alberta Health Services (AHS) are currently making changes to the provision of EMS and are implementing organizational changes to make service delivery more efficient. He identified concerns regarding the increased dependency on Fire Service response to medical calls as well as long wait times for ambulance service and highlighted Council’s direction that service levels be monitored to ensure services remain as they were in 2009.

Mr. Haugen provided example of historical response of both ambulance and fire crews and noted that basic medical service is a provincial responsibility. He added that there is no mechanism to recuperate from the Province the fire crew response to medical assist costs, such as honourariums and wear and tear on vehicles.

Mr. Haugen provided survey feedback recommendations and asked for additional feedback from Council.

Councillor Graham expressed the need to see the proposed non-emergency transportation vans "on the ground" and referenced an example from the Caroline area where the borderless ambulance system did not work the way it is designed to.

Ron Leaf noted that County and Town staff are scheduling Lyle McKellar from AHS to meet during a joint Council meeting.

Reeve Alexander Pat noted that long weekends put a very large strain on the regular emergency services and that the municipal fire departments are challenged to ramp up staff for non-fire responses, particularly during the long weekends.

Mr. Haugen responded to questions regarding communications between the ambulance drivers and dispatch and common road names.

BOB BRYANT: That Council approves the recommended feedback to AAMDC regarding EMS, as amended.

217/12

CARRIED 7/0

MUNICIPAL: 4. Nordegg Trail Staging Area

Tyler McKinnon presented plans for the Rocky Nordegg Trail, a multi-user trail system that largely follows the abandoned rail bed between the Town of Rocky Mountain House and the hamlet of Nordegg. He noted that given the scope of the project staff anticipates the trail completion will take place in various stages as funding becomes available.

Mr. McKinnon noted that Alberta Tourism, Parks and Recreation has approved \$50,000.00 in grant funding towards the creation of a staging area and connector trail at the Western terminus of the Rocky Nordegg Trail. They have also approved an additional \$100,000.00 in grant funding towards trail development heading east from the Nordegg townsite and that Council budgeted \$90,000.00 to add to the Provincial funding for this project.

Mr. McKinnon added that construction of a staging area has been proposed for the Nordegg Industrial Subdivision vicinity and that two options in the area include building a staging area immediately north of the industrial subdivision or using existing subdivision lots as a staging area.

Mr. McKinnon noted that Public Works staff estimate costs of \$200,000.00 - \$300,000.00 to develop staging area on the Crown land and the additional cost of building an access road and that Alberta Transportation informally stated they would not grant approval for an access into the staging area directly off of the highway.

Mr. McKinnon noted that the industrial lots have been listed for sale for some time at a cost of \$71,500.00 and \$91,410.00 and that the actual carrying costs for the properties are \$62,794.24 each.

Mr. McKinnon responded to questions regarding staging area size requirements and noted that the staging area would be for offloading only.

Mike Haugen responded to question regarding Frontier Lodge trail development.

CASE KORVER: That Council designates the two industrial lots for trail staging area development and reallocates \$125,588.48 from contingency to Economic Development budget as per the recommendation.

218/12

CARRIED 7/0

MUNICIPAL: 5. Reeve's Economic Summit (Tourism) Terms of Reference

Tyler McKinnon provided background information on the Reeve's Economic Summit and presented a Terms of Reference for the Tourism working group.

Mr. McKinnon noted that the working group objectives include the identification of area tourism resources, challenges and opportunities, in order to facilitate future Clearwater County tourism planning. He added that the proposed membership of the Tourism Working Group includes two Councillor representatives and five tourism sector representatives. Other individuals, such as Chamber of Commerce or Town staff, may be invited to observe proceedings where appropriate.

Staff responded to questions regarding number of Councillors, Reeve attendance at working groups and honourarium/out of pocket expenses and budgets.

EARL GRAHAM: That Council adopts the Terms of Reference for the Reeve's Economic Summit (Tourism) Working Group as presented.

219/12

CARRIED 7/0

DICK WYMENGA: That Council appoints Councillor Duncan and Councillor Bryant to the Reeve's Economic Summit (Tourism) Working Group.

220/12

CARRIED 7/0

MUNICIPAL: 6. Reeve's Economic Summit (Forestry) Terms of Reference

Trevor Duley presented the Reeve's Economic Summit Forestry Working Group Terms of Reference and added that the Forestry Working Group takes into account that timber and wood products are renewable resources and that the working group's objectives are further designed to consider new avenues of economic development to grow the industry and enhance the region.

Mr. Duley recommended that two Councillors be appointed to this Group, as well as to provide varying perspectives and facilitate discussions with industry specialists.

BOB BRYANT: That Council approves the Forestry Working Group Terms of Reference as presented.

221/12

CARRIED 7/0

EARL GRAHAM: That Council appoints Councillor Graham and Councillor Korver to the Reeve's Economic Summit (Forestry) Working Group.

222/12

CARRIED 7/0

MUNICIPAL: 7. Cremona Parade Invitation

Tyler McKinnon presented an invitation from the Cremona July 1st Committee to participate in their upcoming parade, which will be held in conjunction their Canada Day celebrations.

Mr. McKinnon referenced the related Councillor remuneration policy noting that the parade in question would be left to Council's discretion and provided the additional costs anticipated with Parade attendance.

JIM DUNCAN: That Council approves two Councillors's attendance at Cremona's 2012 Canada Day Parade.

223/12

CARRIED 7/0

Council discussed their availability for attendance at the Ponoka Parade taking place on Friday June 29 at 10:00a.m.

DICK WYMENGA: That Council approves up to two Councillors at Ponoka's 2012 parade along with the County float and the two staff required.

224/12

CARRIED 7/0

MUNICIPAL: 8. Ferrier Hall Capital Grant Application

Tyler McKinnon presented a capital grant application from the Ferrier Community Association for funding work related to settling under their building noting that the hall itself needs to be mud-jacked, and that floor tiles also need to be replaced with an estimated cost for this project \$13,287.75, with the request for the County to provide \$12,019.00.

Mr. McKinnon referenced the Capital Grants for Community Halls policy, specifically the 50/50 cost share component, that the County is to be a funder of last resort and the historical rationale for Council providing amounts that exceed the 50/50 cost share policy.

Mr. McKinnon noted hall representative's rental fee increase and their intention to put 15% of future rental revenues into a maintenance reserve.

Mr. McKinnon noted that \$10,764.47 remains in the 2012 budget and that the Arbutus Hall previously requested \$11,015.00 funding for bathroom renovations, which was tabled pending a full plan from the hall addressing all required work. Mr. McKinnon noted that Arbutus hall representatives stated that they do not wish to move forward with any requests until they have more information on their end, and will contact County staff at that time to discuss their options.

Mr. McKinnon responded to question regarding the Ferrier Hall usage and Councillor Bryant noted the history of hall repairs and the cause for the needed repairs.

Reeve Alexander noted concerns over variances from policy and the need to review the policy.

BOB BRYANT: That Council approves \$7000.00 for the Ferrier Community Association for the project.

225/12 CARRIED 7/0

BOB BRYANT: That Staff bring the Community Hall Capital Grant Policy for Council's review.

226/12 CARRIED 7/0

MUNICIPAL: 12. Alberta Forest Products Association – AGM invitation

Ron Leaf presented an invitation from Alberta Forest Products association to attend their Annual General Meeting in Jasper, September 26-28.

Christine Heggart provided information on the proposed panel discussions and the Ministers who were invited to attend, including: Minister McQueen (Environment and Sustainable Resource Development), Minister Campbell (Aboriginal Relations), Minister Horner (Finance and President of Treasury Board) and Minister Drysdale (Infrastructure).

Councillors Bryant, Graham, Alexander and Korver noted their interest in attending the conference.

Councillor Vandermeer noted his concern with sending too many people to conferences. Councillor Bryant expressed that there more value in sending Councillors to conferences than parades.

DICK WYMENGA: That Council approves two Councillor's attendance at the Alberta Forest Product Association Annual Meeting.

227/12 CARRIED 7/0

MUNICIPAL: 13. MGA Revisions - Local Authorities Elections Act

Ron Leaf presented a survey invitation for members of the public to complete an online survey regarding changes to the Local Authorities Elections Act.

Mr. Leaf noted that changes to Act could see Council terms extended to four years with elections occurring in the Spring rather than the Fall and that other changes could include: changes to the nominations process and returning officer authority; having municipalities develop a registered voters list; residency requirements amended to include residents and property owner representing a business and changes to ballot procedures.

Mr. Leaf responded to questions regarding how a Council term extension might work, with either An Order in Council to extend existing term to a spring election or with a fall election with Council terms extending to spring 2018.

JIM DUNCAN: That Council directs staff to bring back the survey for Council completion at the June 26 meeting.

228/12 CARRIED 7/0

INFORMATION: 1. Information Items

Council discussed the Paintearth County 50th Anniversary invitation.

CASE KORVER: That Council approves sending a plaque with comments of congratulations for County of Paintearth's 50th Anniversary celebration.

229/12

CARRIED 7/0

JOHN VANDERMEER: That the Accounts Payable listing, the Municipal Manager's Report and the Public Works Manager's Report of June 12, 2012 be accepted as information.

230/12

CARRIED 7/0

BOB BRYANT: That the meeting recess for lunch at 11:50 A.M.

231/12

CARRIED 7/0

The Meeting reconvened at 12:55 A.M. with the same people present as noted at the beginning of the meeting excluding Darrell Philip, Helge Nome, Sarah Maetche and Diane Fingler.

IN CAMERA: 11. In Camera

DICK WYMENGA: That Council meets as a Committee of the Whole for the purpose of discussing enforcement and labour items.
12:59 P.M.

232/12

CARRIED 7/0

Christine Heggart, Helge Nome, Diane Fingler, Trevor Duley and Sarah Maeche left the meeting.

JIM DUNCAN: That the meeting reverts to an Open Meeting at 1:18 P.M.

233/12

CARRIED 7/0

Christine Heggart, Helge Nome, Diane Fingler, Trevor Duley, Holly Sutcliffe, Marilyn Sanders, Kevin Adrian and Sarah Maeche joined the meeting.

PLANNING: 1. Request for 6th Approach – SW 18-39-06-W5

Holly Sutcliffe presented an application from Keith Adrian, on behalf of Garth Bigelow, to construct a new approach to a proposed new subdivision.

The 148.09 acre parcel described as PT. SW 18-39-06-W5M is located 2 mile southeast of the Town of Rocky Mountain House, bordered by Range Road 7-0 to the west and an undeveloped Township Road 39-2 to the south. This request is coming to Council as a result of the subdivision referral process. Based on an inspection, Public Works has advised that there are currently five approaches existing along the half mile. As a new approach would not comply with County policy, Mr. Adrian is asking Council to allow a variance to the policy.

Ms. Sutcliffe referenced the sections of the Municipal Development Plan (MDP) applicable to the approach application and responded to questions regarding the number of approaches permitted and the nature of the future application for fragmented parcel application.

Kevin Adrian spoke to the number of approaches on the quarter and their uses.

BOB BRYANT: That Council approves a variance to the Approach Construction Guidelines Policy allowing a sixth approach on SW 18-39-06 based on the MPC approval of the fragmented parcel.

234/12

CARRIED 7/0

IN CAMERA: 11. In Camera

DICK WYMENGA: That Council meets as a Committee of the Whole for the purpose of discussing enforcement and labour items.
1:29 P.M.

235/12

CARRIED 7/0

Christine Heggart, Helge Nome, Diane Fingler, Trevor Duley, Holly Sutcliffe, Marilyn Sanders, Kevin Adrian and Sarah Maeche left the meeting.

EARL GRAHAM: That the meeting reverts to an Open Meeting at 1:18 P.M.

236/12

CARRIED 7/0

Christine Heggart, Helge Nome, Mike Haugen, Trevor Duley and Rhonda Serhan joined the meeting.

**COMMITTEE
REPORTS:**

Reeve Alexander, Councillor Graham and Councillor Korver provided an update on their attendance at the Federation of Canadian Municipalities (FCM) in Saskatoon.

MLA Joe Anglin joined the meeting.

MUNICIPAL: 10. MLA Joe Anglin

Council introduced themselves to MLA Anglin.

Mr. Anglin noted that one of his major focuses in the Legislature will be law enforcement and lack of manpower in the West Country. He also noted that he spoke with the Premier regarding the need for communications to municipalities about infrastructure priorities, such as hospitals, schools and roads so communities know exactly where they are on the priority list.

Mr. Anglin noted the Conservative Party's shadow MLA process and that the 17 new Wildrose MLAs are all in rural areas and what that may mean to resourcing. He encouraged Council to leverage his position.

Reeve Alexander noted the May Long Weekend Taskforce and that not enough enforcement officers are available to deal with the issues in the West Country.

Ron Leaf noted that Environment and Sustainable Resources Development (ESRD) is land manager in the West Country and that the RCMP are the

police of jurisdiction and that the question of how many resources are needed would be better posed to the ESRD Minister.

Marshall Morton joined the meeting.

Reeve Alexander noted his concern that environmental issues aren't being dealt with as enforcement agencies are too busy enforcing traffic and alcohol-related offences and that fines aren't heavy enough.

Mr. Anglin noted that his constituency office will be located in Sundre.

Council thanked Mr. Anglin for meeting with them.

EARL GRAHAM: That Council accepts MLA Joe Anglin's delegation as information.

237/12

CARRIED 7/0

Discussion took place on the Red Deer River Watershed Alliance Annual General Meeting (AGM) taking place on June 21 at 9:00am. Councillor Bryant encouraged Councilor attendance to the meeting located at the Quality Inn North Hill in Red Deer.

EARL GRAHAM: That Council authorizes all Councillors' attendance at the Red Deer River Watershed Alliance AGM.

238/12

CARRIED 7/0

Reeve Alexander noted he will be attending the North Saskatchewan River Watershed Alliance AGM on June 20 in Nisku and that he will be up for reelection.

**ADJOURNMENT:
2:35 P.M.**

CASE KORVER: That the Meeting adjourns.

CARRIED 7/0

REEVE

MUNICIPAL MANAGER