

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held September 24, 2019, in the Clearwater County Council Chambers in Rocky Mountain House.

1. CALL TO ORDER:

The Meeting was called to order at 9:00 am by Reeve Duncan with the following in attendance:

Reeve  
Councillors

Jim Duncan  
John Vandermeer  
Cammie Laird  
Daryl Lougheed  
Michelle Swanson  
Tim Hoven  
Theresa Laing

Staff:  
CAO  
Recording Secretary  
Director, Agriculture &  
Community Services  
Director, Corporate Services  
Director, Public Works Infrastructure  
Director, Public Works Operations  
Systems Administrator  
Communications Coordinator  
Administrative Assistant  
Director, Emergency &  
Legislative Services  
Manager, Finance  
Regional Fire Chief

Rick Emmons  
Tracy Haight

Matt Martinson  
Murray Hagan  
Erik Hansen  
Kurt Magnus  
Mike Bell  
Djurdjica Tutic  
Allanah McLean

Christine Heggart  
Rhonda Serhan  
Steve Debieenne

Media:

Adam Ophus  
Dianne Spoor

2. AGENDA ADOPTION:

“Clearwater Trails Initiative – Additional Named Insured’ was added to the agenda as Item 5.2.

COUNCILLOR LAIRD:

That the September 24, 2019 Regular Meeting Agenda is adopted as amended.

364/19

CARRIED 7/0

3. ADOPTION OF MINUTES:

3.1 September 10, 2019 Regular Meeting of Council Minutes

COUNCILLOR SWANSON:

That the Minutes of the September 10, 2019, Regular Meeting are adopted as presented.

365/19

CARRIED 7/0

**3.2 September 10, 2019 Public Hearing Minutes – Bylaw 1070/19**

366/19

COUNCILLOR LAING: That the Minutes of the September 10, 2019, Public Hearing regarding Bylaw 1070/19 are adopted as presented.

CARRIED 7/0

**4. AGRICULTURE &  
COMMUNITY  
SERVICES:**

**4.1 Post Secondary Scholarship Policy**

M. Martinson presented draft revisions to the 'Clearwater County Post-Secondary Scholarship Program' policy.

Discussion followed on and it was noted to further amend the policy to show a total award value of \$5000 and include a \$1000 scholarship for a home school graduate.

Discussion took place on councillors' availability to attend this year's scheduled high school awards ceremonies.

367/19

COUNCILLOR HOVEN: That Council directs Administration to further revise the 'Clearwater County Post-Secondary Scholarship Program' policy to increase the award value to \$5000 and include a \$1000 scholarship for a home-schooled graduate.

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council appoints Councillors to attend 2019 high school awards ceremonies as follows: Councillor Vandermeer at Caroline School on September 20; Councillor Loughheed at David Thompson High School on October 11; Councillor Laing at St. Dominic High School on October 11; and Councillor Duncan at West Central High School on October 11.

368/18

CARRIED 7/0

**5. CORPORATE  
SERVICES:**

**5.1 2019 Tax Collection Statistics for Council Information**

R. Serhan provided an update on collection of property taxes to date for 2019 and reviewed total amounts outstanding, including penalties, as of September 17, and total amounts to be collected through the Tax Installment Payment Plan by end of December 2019.

M. Hagan responded to question and explained the TIPP program and how it affects the budgeting process.

COUNCILLOR SWANSON: That Council receives the '2019 Tax Collection Statistics' for information as presented.

369/19

CARRIED 7/0

**5.2 Clearwater Trails Initiative – Additional Named Insured**

R. Serhan asked that Council consider approving Clearwater Trails Initiative (CTI) Society as an Additional Named Insured on the County's liability policy.

CTI received grant funding from Forest Resource Improvement Association of Alberta (FRIAA) for a trail project and the agency requires proof of insurance prior to disbursing funds.

COUNCILLOR VANDERMEER: That Council approves Clearwater Trails Initiative Society as an Additional Named Insured on Clearwater County's liability insurance policy and; directs Administration to draft amendments to Clearwater County's Community Hall and Community Group Insurance policy for Council's approval.

370/19

CARRIED 7/0

**6. PUBLIC WORKS:**

**6.1 Town of Rocky Mountain House Lagoon Summary Report, September 2019**

The Town of Rocky Mountain House submitted the 'Lagoon Summary Report – September 2019' for review, as per the agreement between the Town and Clearwater County. The report summarizes lagoon operations, compliance, usage and capacity from June – August 2019, confirms the water and wastewater infrastructure reserve fund for capital improvements is \$1,968,995.00 as of 2018 year-end and, confirms the Town has not received any non-compliance notices. The report also notes that 'Lagoon Reserve Fund specifically will be provided once available.'

K. Magnus reported on volumes for 'Septage Receiving Station' usage and provided additional information on the Lagoon Desludging program.

COUNCILLOR HOVEN: That Council receives the Town of Rocky Mountain House 'Lagoon Summary Report – September 2019' for information as presented.

371/19

CARRIED 7/0

**6.2 Township Road 39-0 (Speight Road) Base Pave Project**

E. Hansen summarized the Strategic Planning Council Committee of the Whole’s recommendations to reallocate \$60,000 from the Range Road 7-3 (River Road) project to the Township Road 39-0 (Speight Road) project for design and tender development in preparation for potential paving in 2021.

Discussion took place on residents’ concerns with the condition of River Road and issues to consider when determining project timelines and budget for paving the road, as follows:

- costs for road alignment dependent on required intersectional treatment determined by Alberta Transportation;
- purchase cost for road allowances are currently unknown;
- cost of additional work required for base pavement readiness;

Discussion followed on possible short-term solutions to improve River Road conditions while waiting for provincial requirements for an intersectional treatment.

Discussion took place on the impact each project would have on current and future years budget based on projected timelines for project completion. It was noted that there is opportunity to review estimated project costs during 2020 Budget Discussions scheduled for December 2019.

<b>372/19</b>	<b>COUNCILLOR LAING:</b>	That Council reallocates \$60,000 from the 2019 Capital Budget for the Range Road 7-3 (River Road) Project to the North Saskatchewan River Park Reserve.
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CARRIED 7/0

<b>373/19</b>	<b>COUNCILLOR LOUGHEED:</b>	That Council reallocates \$60,000 to the 2019 Capital Budget for the Township Road 39-0 (Speight Road) Project from Contingency.
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CARRIED 7/0

**RECESS:** Reeve Duncan recessed the meeting at 9:55 am.

**CALL TO ORDER:** Reeve Duncan called the meeting to order at 10:06 am.

**7. EMERGENCY &  
LEGISLATIVE  
SERVICES:**

**7.1 Clearwater Regional Fire Rescue Services (CRFRS) Obsolete Policy Clean-Up**

C. Heggart presented a list of Clearwater Regional Fire Rescue Service’s policies, adopted by the three regional partners (Town of Rocky Mountain House, Village of Caroline and Clearwater County) that are rendered obsolete as they are actually administrative in nature and should be considered as procedure or ‘standard operating guidelines’.

Discussion took place on the following:

- which policies are to be considered governance policies versus administrative procedures;
- timing of the policy review considering that the partners are entering mediation; and,

- benefits of a comprehensive review of the proposed obsolete policies at a Council Workshop.

COUNCILLOR LAIRD: That Council tables review of the proposed obsolete Clearwater Regional Fire Rescue Service policies pending the completion of a Council Workshop and results of Town of Rocky Mountain House/Village of Caroline/Clearwater County Mediation.

374/19

CARRIED 6/1

**7.2 DRAFT Fire Rescue Services and Fire Control Bylaw #1069/19**

C. Heggart reviewed revisions to the draft Clearwater Regional Fire Rescue Services and Fire Control Bylaw 1069/19, as previously discussed at Council’s July 23, 2019 Regular Meeting.

Discussion followed and further revisions were recommended.

COUNCILLOR LAIRD: That Council directs Administration to amend the draft Fire Rescue Services and Fire Control Bylaw 1069/19 and present to Council for consideration of First Reading.

375/19

CARRIED 7/0

**7.3 Request for Secorder on Central Rural Municipalities of Alberta Resolutions**

C. Heggart reviewed proposed resolutions from Mountain View County, ‘GST Audit Review’ and Wheatland County, ‘Opportunity for Improvement in FCM Represenation of Rural Issues and Western Perspectives’.

Both counties asks that Clearwater County endorses their resolutions before submitting for debate and voting at the Central District 2 RMA meeting on October 4.

COUNCILLOR SWANSON: That Council seconds Mountain View County’s, ‘GST Audit Review’ proposed resolution and Wheatland County’s, ‘Opportunity for Improvement in FCM Represenation of Rural Issues and Western Perspectives’ proposed resolution.

376/19

CARRIED 7/0

8. OFFICE OF  
THE CAO:

8.1 Village of Caroline's Request

R. Emmons presented a letter from the Village of Caroline's Chief Administrative Officer informing Clearwater County of a motion passed by Village of Caroline Council ' to request Clearwater County retract its Notice of Termination of the Regional Fire Agreement and to enter into reasonable negotiations with the Partners to resolve the dispute in good faith as per the Regional Fire Agreement and the Stronger Together Agreement.'

Discussion followed and it was noted that since Council committed to mediation with municipal partners at the request of Town of Rocky Mountain House, it is Council's desire to enter into negotiations to restructure the Regional Fire Agreement during the mediation process.

COUNCILLOR VANDERMEER: That Council directs Administration to send a letter to Village of Caroline in response to the request.

377/19

CARRIED 7/0

9. REPORTS:

9.1 CAO's Report

Discussion took place on the September 24, 2019, CAO's Report as submitted.

Discussion took place on councillor appointments to boards and committees.

COUNCILLOR SWANSON: That Council reviews councillor appointments to boards and committees at the October 8, 2019 Regular Meeting.

378/19

CARRIED 7/0

9.2. Public Works Report

Discussion took place on the September 24, 2019 Public Works Report, as submitted.

9.3 Councillor Reports

Councillors Laird, Lougheed, Vandermeer and Swanson reported on meetings and events they attended on behalf of Clearwater County from September 10 to September 23, 2019.

R. Emmons responded to questions and noted the Nordegg Open House on Bylaw 1070/19 is planned to take place mid to end of November.

9.4 Councillor Remuneration

COUNCILLOR LOUGHEED: That Council receives the CAO's Report, Public Works Report, Councillor Reports and Councillor Remuneration for information as presented.

379/19

CARRIED 7/0

**RECESS:** Reeve Duncan recessed the meeting at 12:18 pm.

**CALL TO ORDER:** Reeve Duncan called the meeting to order at 1:00 pm

**CLOSED SESSION:** COUNCILLOR VANDERMEER: That Council approves meeting as a Committee of the Whole in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 197 of the Freedom of Information and Protection of Privacy Act (FOIP), to discuss the following items:  
10.1 Connect to innovate Funding - Third Party Interest; FOIP s.16 - Disclosure Harmful to Business Interests of a Third Party; 10.2 DRAFT Broadband Request for Qualifications; FOIP s.16 - Disclosure Harmful to Business Interests of a Third Party; and, 10.3 Land; FOIP s.24 - Advice from Officials at 1:00 pm.

**380/19** CARRIED 7/0

Pursuant to Section 197(6) of the Municipal Government Act, the following representatives were in attendance in the closed session discussion on 10.1 Connect to innovate Funding - Third Party Interest; FOIP s.16 - Disclosure Harmful to Business Interests of a Third Party; and, 10.2 DRAFT Broadband Request for Qualifications; FOIP s.16 - Disclosure Harmful to Business Interests of a Third Party:

Jennifer Massig, Principal, MAGNA Engineering Services Inc. and, Chris Fields, Principal, Rynic Organization.

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion on 10.1 Connect to innovate Funding - Third Party Interest; FOIP s.16 - Disclosure Harmful to Business Interests of a Third Party and, 10.2 DRAFT Broadband Request for Qualifications; FOIP s.16 - Disclosure Harmful to Business Interests of a Third Party:

R. Emmons (Advice), M. Hagan (Advice), E. Hansen, (Advice) and T. Haight (Clerk).

Pursuant to Section 197(6) of the Municipal Government Act, the following Members of Administration were in attendance in the closed session discussion on 10.3 Land; FOIP s.24 - Advice from Officials:

R. Emmons (Advice), M. Hagan (Advice), E. Hansen, (Advice), C. Heggart, S. Debienne, and T. Haight (Clerk).

COUNCILLOR SWANSON: That Council reverts the meeting to an open session at 4:35 pm.

**381/19** CARRIED 7/0

COUNCILLOR LOUGHEED: That Council extends the September 24 meeting past 4:00 pm.

**382/19** CARRIED 7/0

**RECESS:** Reeve Duncan recessed the meeting at 4:35 pm.

**CALL TO ORDER:** Reeve Duncan called the meeting to order 4:40 pm.

**COUNCILLOR SWANSON:** That Council directs Administration to move forward on land purchase negotiations.

**383/19** CARRIED 7/0


**COUNCILLOR VANDERMEER:** That Council directs Administration to proceed with the acquisition of Connect To Innovate Grant funding.

**384/19** CARRIED 6/1

**ADJOURNMENT:**

**COUNCILLOR LAIRD:** That the Meeting adjourns at 4:43 pm.

**385/19** CARRIED 7/0

  
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REEVE

  
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CHIEF ADMINISTRATIVE OFFICER