

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held February 8th, 2011 in the County Office at Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:01 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Deputy Reeve:	Earl Graham
Councillors:	Robert Bryant
	John Vandermeer
	Case Korver
	Jim Duncan
Municipal Manager:	Ron Leaf
Public Works Assistant Manager:	Rick Emmons
IT:	Darrell Philip
Recording Secretary:	Christine Heggart
Mountaineer:	Jessica Jones

Agenda Additions of E3 – Verbal report – Audit Planning Letter
Jim Duncan Community Report - Big Horn Back Country.

AGENDA

APPROVAL: BOB BRYANT: That the
February 8th, 2011
Regular Meeting Agenda
be accepted as
amended.
060/11 CARRIED 6/0

**CONFIRMATION
OF MINUTES:**

1. January 11th, 2011 Regular Meeting Minutes

Remove Dick Wymenga’s name on motion and replace with Earl Graham.

JIM DUNCAN: That the Minutes of the
January 25th, 2011 Regular
Meeting be confirmed as
amended.
061/11 CARRIED 6/0

PUBLIC WORKS: 1. Public Works Manager’s Report

Rick Emmons presented the February 8th, 2011 Public Works Manager’s Report to Council.

Maintenance

With the recent warm temperatures there has been an increase in ice flow activity, as well as numerous frozen culverts. Crews have been busy addressing the areas that require attention.

Winter Gravel Program

The gravel crew has completed work from the Cooper and Irwin gravel pits and is currently operating out of the Larsguard pit. Approximately 44,562 tonnes of gravel have been applied to 138 miles of road thus far.

Water/Wastewater

Work installing two new pitless type adapters along with a new lift station pump has been installed in Leslieville. The sand/plow trucks have been busy removing snow off surfaced roadways.

Staff have used up an above normal amount of winter sand this season making Rocky yard extremely low on supply and as a result are hauling 500 additional tonnes of sand from the Cooper Pit to the Rocky yard in order to facilitate maintenance requirements.

Grader Beats

All graders have been busy with snow removal and ice control on hills, intersections and main roads that have iced up from the recent freezing rain.

Current Road Bans:

HIGHWAY NO. LOCATION

Chicken Ranch Rd RR 7-3A From Hwy #11 north for 1.5 km TWP RD 40-1A 75%

Rainbow Ford Rd TWP RD 39-3 From Town/County Bndry east to the Taimi Road 50%

Dead End Gravel Road TWP RD 40-4 Gravel - From NE Corner of 20-40-8-W5 west to end of road 50%

Chungo Road Gravel-From 13-42-17-W5M to SE-33-42-17-W5M 50%

Staff responded to questions received from Council regarding winter gravelling.

Council discussed the Public Works Manager's Report.

EARL GRAHAM:	That the Public Works Manager's Report of February 8 th , 2011 be accepted as presented.
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062/11

CARRIED 6/0

PUBLIC WORKS: 2. Field Spreading Septage

Rick Emmons presented proposed amendments from Alberta Environmental Protection (AEP) in regards to the spreading of human septage on fields.

The amendments from AEP are only in effect for the Central Region at this time as this is a pilot program of AEP. The main focus of the amendments is not to permit field spreading when:

- the septage is within 50 km of a wastewater treatment facility or
- if the field is in a water run area that would feed into a lake.

A septage hauler will have to apply to Alberta Environment and obtain a Letter of Authorization (LOA) if he/she is interested in disposing the hauled septage any other way than discharging it to an approved wastewater treatment facility.

Rick Emmons responded to questions from Council on impacts. Dredging lagoon more frequently may be required as sludge build up will increase due to increased hauling of material.

Council discussed whether they need to talk with Alberta Environment about this issue and decided to request AEP staff attend a future meeting.

EARL GRAHAM:	That Council receives the information as provided by Administration.
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063/11

CARRIED 6/0

Darrell Philip and Rick Emmons left the meeting

FINANCE: 1. Accounts Payable Listing

Council reviewed the Open Payable Report for February 8th, 2011 which was previously sent to Council.

Staff answered questions on budget items.

By consensus Council accepted the Accounts Payable Listing as information.

064/11

CARRIED 6/0

FINANCE: 2. Release of Audit Management Letters

Murray Hagan presented an AAMDC questionnaire, as AAMDC has been asked to forward a position regarding the proposed requirement, under the Province’s Municipal Accountability Action Plan, to publicly release details of audit management letters. This suggested requirement was one of the alternatives proposed by Hon. Ray Danyluk, then Minister of Municipal Affairs, to the proposal of provincial legislation required to appointment of a Municipal Auditor General.

Auditors are not required to issue a management letter as part of their responsibilities under Canadian Auditing Standards (CAS). However, should they choose to do so, this letter forms an essential communication vehicle between Council and its appointed auditors, identifying weaknesses in internal control or breakdowns in processes. It is not intended for third party use.

As a member council of AAMDC, Clearwater County has been asked to provide an opinion on this matter to assist AAMDC in drafting its position paper.

BOB BRYANT:	That Council directs staff to submit the questionnaire to the AAMDC as drafted, reflecting the concepts and principles relating to the publication of the municipal auditor’s management letter.
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065/11

CARRIED 6/0

FINANCE: 3. Audit Planning Letter

Murray Hagan presented verbal report to Council regarding Audit Plan and planning letter which better defines the roles of Staff, Auditor and Councillors.

Leanne Murray joined the meeting.
Council discussion on audit process and whether appropriate to develop audit committee. By consensus, Council agreed to discuss development of an audit committee at a later date.

Rhonda Serhan joined the meeting.

JIM DUNCAN:	That Council accepts the presentation as information.
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066/11

CARRIED 6/0

Rhonda Serhan and Murray Hagan left the meeting.

MUNICIPAL: 1. Municipal Manager's Report

Ron Leaf presented the Municipal Manager's Report for 8th, 2011.

1. February 9 Cabinet Tour

Mr. Leaf reminded Council that Ministers Renner, Snelgrove and Goudreau will be at the Walking Eagle on Wednesday afternoon. The informal "meet and greet" meeting will begin at 1:30 p.m. The Ministers need to be back in Sundre by 4:15 p.m., so Council should expect the meeting to conclude around 3:00 p.m.

2. Meeting with RCMP – K Division

S/Sgt. Bill Laidlaw contacted staff last week asking if Council wishes to schedule an appointment with the K Division Deputy Commissioner and his staff during the AAMDC convention (March 21 – 23). Mr. Leaf confirmed that Council does wish to meet with K Division staff to discuss the status of the Highway Patrol relocation. Mr. Laidlaw has advised K Division of Council's desire to meet and he will forward the time/date/location later in February. Are there any other issues that Council wishes to discuss with the RCMP?

3. Council Vision/Mission/Values session

At their January 25 meeting Council discussed holding a vision/mission/values session on February 18 or 25 but asked that staff attempt to contact Dick to see if he has a preference in terms of date. By consensus Council agreed to Feb 25th as the meeting date.

4. Blaine Calkins – March 15th meeting

Blaine Calkins will be in Rocky Mountain House on March 15th meeting with the Town Council in the morning, so staff tentatively scheduled a meeting for County Council with him starting at 1:30 p.m.

Mr. Leaf inquired whether time worked for Council and if there are particular topics Council wishes to discuss. The following topics were discussed:

- Update on Sunchild Road project
- Discuss County's infrastructure deficit and need for a national/provincial partnership program to address this significant issue (Roads, Bridges, Buildings).
- Federal legislation on horse slaughtering- Bill C-544

Council asked if meeting can be rescheduled to the morning of March 15th and also invite Blake Richards to come as well.

Council discussed topics of discussions with MLAs.

Mike Haugen joined the meeting.

5. Pathways 2 Sustainability Conference: February 23 – 25

Staff made Council aware of upcoming conference on sustainability. Council expressed no interest in attending.

Upcoming Events

- Cabinet Tour – Feb 9
- CAAMDC Meeting Feb 11 Calgary
- Joint Town/County Council meeting Feb 23 1:00 @ County office
- AAMDC Spring Convention – Mar 21 – 23
- March 29 Council meeting (rescheduled from March 22)

Tyler McKinnon joined the meeting.

Staff responded to questions received from Council.
Council discussed the Municipal Manager's Report.

BOB BRYANT: That the Municipal Manager's
Report of February 8th, 2011
be accepted as presented.

067/11

CARRIED 6/0

MUNICIPAL: 2. Clearwater County Website – clearwatercounty.ca

Mike Haugen and Christine Heggart presented to Council the new website clearwatercounty.ca and its major components, including:

- A content management system which allows County staff to alter content and add/remove pages as necessary;
- Budget Visualization Component that allows the County's budget (or portions thereof) to be shown clearly and linked to relevant information pages;
- Forms Component which allows users to submit forms and contact County staff;
- County calendar and events information;
- Document, File, Photo and Video Management Components which allow for the easy management of these files on the website; and,
- Dark Site that can be activated by staff and used in emergencies. The dark site becomes the new homepage and provides information about the event. This site can be bypassed by the user to access the County's main site.

Additional components which may be developed moving forward, once appropriate assessments can be made include:

- expandable "Dark Site"
- Advanced Mapping
- Access Management and Portal components

These advanced functions would transition the website from solely a provider of information, to an interactive service tool.

The old site has been removed and visitors to that address are automatically being redirected to the new website www.clearwatercounty.ca and staff email addresses also changed to reflect this change. This was done from a communication/branding perspective, but was seen as appropriate to align with the website redevelopment.

EARL GRAHAM: That Council accepts
this presentation as
information.

068/11

CARRIED 6/0

Keith McCrae, Marilyn Sanders and Bill Minnes joined the meeting.

PLANNING: 1. 11:00am Application to Amend Land Use Bylaw - Bauer

Council introduced themselves to applicant.

Keith McCrae introduced the application - for the purpose of creating a multi-lot subdivision with approximately 54 parcels from 1.25 – 1.7 acres in size. Serviced with communal water system and private engineered wastewater system.

Mike Haugen and Tyler McKinnon left the meeting.

First Reading of Bylaw 935/11

Application No. 02/11 to amend the Land Use Bylaw
For the redesignation of 152.42 acres in the NE 33-38-07-W5
From Agriculture District “A” to Residential Estate District “RE”
For the purpose of creating 54 country residential parcels
Bill Minnes, Bradwill Consultants; on behalf of 490363Alberta Ltd.,
496000 Alberta Ltd. and 1307594 Alberta Ltd.

The subject quarter section is located approximately 2.5 miles south of the Town of Rocky Mountain House. Three numbered companies, 490363Alberta Ltd. represented by Darren Bauer, 496000 Alberta Ltd. and 1307594 Alberta Ltd. presently hold joint title to the balance of the NE 33-38-07-W5 containing ±152.42.

The subject quarter section is bound on the east and partially on the north by the Everdell Road. The subject property is located ½ mile south of the intersection of SH 752 and the Everdell Road. The application before Council today is for the redesignation of the subject lands for the purpose of creating a residential estate subdivision comprised of 54 parcels ranging from 1.2 to 1.7 acres in size. It is proposed that the parcels would be serviced by a communal water system and by private engineered wastewater systems. Bill Minnes of Bradwill Consultants has prepared a couple of preliminary concept plans for the subject property as well as a “draft” terms of reference for Council’s consideration to guide the preparation of an Outline Plan for the proposed development referred to as “Meadow Ponds Estates”.

Mr. McCrae summarized critical points from the municipal development plan.

Mike Haugen and Tyler McKinnon joined the meeting.

Bill Minnes of Bradwill Consultants, representing the property owners, presented the overall intent and design of the application. The intention was to produce a proposal that meets all criteria in the new MDP. Mr. Hinnes reviewed Concept Plans 1 and 2 and benefits to County, Developer and potential owners.

Council as numerous questions to the applicant. Of note were questions around lot clearing, firesmart principles and water on the property. Staff discussed Everdell Road alignment and that the subdivision application took into account the possibility and would not stand in the way.

Murray Hagan joined the meeting.

069/11

BOB BRYANT:

That the meeting recess for lunch at 11:58 A.M.
CARRIED 6/0

The Meeting reconvened at 1:00 P.M. with the same people present as noted at the beginning of the meeting and the inclusion of Keith McCrae and Bill Minnes.

First Reading of Bylaw 935/11 - Continued

Council discussed whether paved roads could be included as a condition to approve.

EARL GRAHAM:

That Council grants first reading of Bylaw No. 935/11.

JIM DUNCAN:

That Council approves the terms of reference for the

preparation of an outline for the subject property as presented.

070/11

CARRIED 6/0

Mike Haugen, Tyler McKinnon joined the meeting. Keith McCrae and Bill Minnes left the meeting.

MUNICIPAL: **3. CAEP Regional Transportation Project**

Tyler McKinnon presented a background of the CAEP Regional Transportation strategy. In 2009, the Central Alberta Economic Partnership (CAEP) established a committee to develop a needs assessment for a regional transportation strategy based on transportation patterns, local resources and current demand.

JOHN VANDERMEER: That Council approves staff submit responses to CAEP questionnaire as recommended.

071/11

CARRIED 6/0

MUNICIPAL: **6. Agricultural Services Council Update**

Matt Martinson presented Agricultural Services Update to Council.

Letter the Provincial Agricultural Minister

Agricultural Services Board (ASB) sent a letter to Agricultural Minister requesting that Clearwater County become a pilot area in administering fines under the Alberta Weed Control Act. ASB propose this compliance tool can only be authorized for use when weed control efforts are community driven, as demonstrated this summer with Priority Area Weed Compliance (P.A.W.C.) model.

Eradicable Weeds

ASB was successful in passing eradicable weeds resolution at the Provincial Agricultural Service Board Conference this past January. The Alberta Association of Agriculture Fieldmen (AAAF) executive will meet with Alberta Agriculture staff this week to discuss the potential for an Eradicable Weed program funded by Alberta Agriculture.

Grant Opportunity

Staff has recently submitted a grant proposal to Environment Canada, Invasive Species Partnership Program, requesting funding to help control Orange and Meadow Hawkweed (\$90 000 over three years into Eradicable Program). ASB received support from Alberta Sustainable Resource Development.

Clearwater Landcare

Clear Water Landcare is excited to host Geoff McFarlane, a pioneer in Australian Landcare this June. Mr. McFarlane will speak at several events, including: Cows, Creeks and Communities, annual general meeting of the North Saskatchewan Watershed Alliance and the annual general meeting of the Medicine River Watershed Society.

Clear Water Landcare met January 24th and received strong support to continue promoting demonstration sites for beneficial management practices, to move ahead with developing its first board of volunteers and to plan for the Cows, Creeks and Communities event.

Stewardship Award

During the Provincial ASB Conference, Clearwater County was presented with its 2010 DowAgrisciences National Stewardship Award. This is awarded to organizations dedicated to excellence and innovation in the field of industrial vegetation management and weed control.

Staff responded to questions received from Council regarding PAWC initiative, the fines model and balancing resources with tools to be able to expand the PAWC program for the future.

Council discussed Red Deer River Watershed Alliance and whether they could have Geoff McFarlane at their AGM.

JIM DUNCAN: That Council accepts this presentation as information.
CARRIED 6/0

072/11

Matt Martinson left the meeting.

MUNICIPAL: 4. Clearwater County Code – Overview

Christine Heggart presented to Council an overview of the *Clearwater County Code* document – which emphasizes mutual respect for all landowners and details differences between city and country life. The Code was developed to clarify service delivery standards provided by the County and provide specific information or requirements concerning:

Property, including: building permits, easements, property line issues, dust, vehicle wear and tear and future of adjacent property;

Access to Property, including: emergency response, legal access, road maintenance, extreme weather driving, personal emergency preparedness, school buses, paving, mail/delivery, construction costs/delays;

Utility Services, including: electric service, power outages, telephone/internet, sewer/septic, water, waste removal;

Mother Nature, including: characteristic of property, steep slopes, soils, topography, wildlife; and,

Agriculture, including: agriculture or livestock business, noxious weeds, animals, and rural aroma.

Joe Baker joined the meeting.

The Code is currently available on website, www.clearwatercounty.ca as well as available in hard copy in the front lobby, and is included in all new development and subdivision application packages.

BOB BRYANT: That Council confirms the Clearwater County Code as presented with no amendments.

073/11

CARRIED 6/0

MUNICIPAL: 5. Nordegg Leisure Residential Purchasing Policy

Joe Baker presented the Nordegg Leisure Residential Purchasing Policy which would impact Phase IV – 22 lots. The lots from Phases I to III have all been sold.

The County is anticipating having a number of Leisure Residential acreages available for sale later this summer. There were a total of sixty-nine acreages created over the past year and are considering placing roughly a third of them on the market in 2011. These lots would be referred to as the Phase IV Cottage Lots. All lots from the previous three phases have been sold although there are two cottage lots and four residential lots that have been taken back and will be re-sold as part of the next draw. A Lot Purchasing Policy has been in place to guide the sale of all three of the previous Leisure Residential land phases, and has been quite effective in providing direction to both staff and potential land purchasers as to how these lots will be sold. Section 13 of the current NLR Lot Purchasing Policy states that this policy, “shall apply to the third phase of leisure residential lots only and shall be reviewed by Council prior to any further lots being sold.”

Staff recommended an amendment to existing policy - Section 13 of the policy should be changed to read fourth phase from the current third phase reference.

JIM DUNCAN:

That the Nordegg Leisure Residential Lot Purchasing Policy be approved with the recommended amendment to provide guidance for the sale of the Phase IV Nordegg Leisure Residential lots.

074/11

CARRIED 6/0

Joe Baker left the meeting.

COMMUNITY REPORT

JIM DUNCAN

BIG HORN BACK COUNTRY – Issue with the number of wildhorses - 700 in Clearwater County and 500 in Sundre area and the association needs to consider cull of approximately 30%. They have had a quiet season in terms of enforcement. And the Guardian Program is in jeopardy of losing funding. Also noted that an ATV group is interested in running campground around Big Horn Dam.

PAT ALEXANDER

Attending a conference February 24, 2011 on how water in the North Saskatchewan is being dealt with. Pat and one Ag Services staff member will attend.

Jessica Jones left the meeting.

Pat Alexander will speak on watershed stewardship at Athabasca Watershed Council (AWC-WPAC) on February 16, 2011 and will also speak at Vermilion River Watershed Municipal Workshop - March 4, 2011.

ADJOURNMENT:
2:31 P.M.

EARL GRAHAM:

That the Meeting adjourns.
CARRIED 6/0

REEVE

MUNICIPAL MANAGER