

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held June 25, 2019, 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 Duncan with the following being present:

- | | |
|--|-------------------|
| Reeve | Jim Duncan |
| Councillors | John Vandermeer |
| | Cammie Laird |
| | Daryl Lougheed |
| | Michelle Swanson |
| | Tim Hoven |
| | Theresa Laing |
| Staff: | |
| Chief Administrative Officer | Rick Emmons |
| Director, Corporate Services | Murray Hagan |
| Recording Secretary | Amber Williams |
| Director, Infrastructure, Public Works | Erik Hansen |
| Director, Operations, Public Works | Kurt Magnus |
| Director, Emergency & Legislative Services | Christine Heggart |
| Regional Fire Chief | Steve Debiegne |
| Assistant Fire Chief | Evan Stewart |
| Deputy Fire Chief | Shawn St. Peter |
| Manager, Regional Waste | Reid Williams |
| Manager, Finance | Rhonda Serhan |
| Senior Planner, Planning & Development | Jose Reyes |
| Economic Development Officer, Planning and Development | Jerry Pratt |
| Heritage Coordinator, Planning & Development | Amanda Rodriguez |
| Systems Admin., Information Technology | Brad Welygan |
| Communications Coordinator | Djurdjica Tutic |
| Media: | Adam Ophus |
| | Dianne Spoor |
| Public: | Helge Nome |
| | Raymond Berry |
| | Kelly Kierluk |
| | John Rimmer |
| | Glenda Farnden |
| | Murray Welch |
| | Heather Thompson |

AGENDA APPROVAL: The addition of 'FOIP s.24(1)(c) – Advice from Officials - Fire Services Agreement' to the closed session agenda as Item J2.

COUNCILLOR VANDERMEER: That the June 25, 2019 Regular Meeting Agenda is adopted as amended.

249/19 CARRIED 7/0

CONFIRMATION OF MINUTES: 1. June 11, 2019 Regular Meeting of Council Minutes

COUNCILLOR LAIRD: That the Minutes of the June 11, 2019, Regular Meeting are adopted as circulated.

250/19 CARRIED 7/0

2. June 17, 2019 Special Meeting of Council Minutes

COUNCILLOR SWANSON: That the Minutes of the June 17, 2019 Special Council Meeting are adopted as circulated.

251/19 CARRIED 7/0

PUBLIC HEARING: Bylaw 1066/19 Land Use Amendment Public Hearing

A record of the Clearwater County public hearing held on proposed Bylaw 1066/19 to amend the Land Use Bylaw 714/01 to redistrict +/- 3.5 acres of land from Country Residential District 'CR' to Recreation Facility District 'RF' on land located at Plan 102 2159 Block 1, Lot 6 (Pt. SE 30-35-08-W5); attached as Appendix 'A' and considered to be a part of the June 25, 2019 minutes. The public hearing commenced at 9:02 am and closed at 9:16 am.

COUNCILLOR LAIRD: That Council move to an open Public Hearing.

252/19 CARRIED 7/0

PLANNING & DEVELOPMENT: 1. Bylaw 1066/19 Land Use Amendment – Consideration of Second Reading

Raymond Berry made application to redesignate Lot 6, Block 1, Plan 102 2159 from the Country Residence District "CR" to the Recreation Facility District "RF". The applicant has entered into a purchase agreement to acquire the land from John and Ilene Bugbee. The subject lands contain approximately 1.41 ha (3.5 acres) and is located at the intersection of Highway 591 and Boundary Blvd, approximately 23 km west of the Village of Caroline.

Discussion took place regarding recommendation received from the Municipal Planning Commission.

COUNCILLOR LAIRD: That Council tables second reading until the recommendations of the Municipal Planning Commission for further information has been submitted to the satisfaction of the Planning and Development Department.

253/19 CARRIED 7/0

2. Economic Development Strategy Survey Results

Economic Development Officer, Jerry Pratt presented survey feedback on the Draft Economic Development Strategy that was available online from April 17, 2019, to May 17, 2019. The survey was promoted on Facebook, in the local newspapers, and at the Rocky Chamber of Commerce Trade Show. A link to the survey was also shared by the Chamber of Commerce for Nordegg and Rocky Mountain House, and the Ignite Rocky and Clearwater County Group. Paper copies were handed out at the Trade Show and were available at the County reception desk.

The survey had 11 anonymous online response submissions and no paper responses were received. The overall feedback supports the direction of the proposed Draft Economic Development Strategy.

J. Pratt responded to questions about re-surveying, sufficient data collection, and affordable housing.

COUNCILLOR VANDERMEER: That Council receives the Economic Development Strategy Survey summary results as information.

254/19

CARRIED 7/0

3. Economic Development Strategy Approval

Administration presented the Draft Economic Development Strategy to Council February 2019.

J. Pratt responded to a question if the Town of Rocky is developing an Economic Development Strategy and how they are working to solve similar identified problems. J. Pratt responded that Clearwater County Council is fostering a culture of growth by beginning with engagement to release this strategy to the public along with further public engagements.

COUNCILLOR SWANSON: That Council approves the 2019 Draft Economic Development Strategy.

255/19

CARRIED 7/0

DELEGATION:

1. Community Futures Alberta

Kelly Kierluk, General Manager from Community Futures Central Alberta (CFCA) provided an overview of the company's operations in Clearwater County.

K. Kierluk described the CFCA office as providing a wide range of business management tools for people wanting to start, expand, franchise or sell a business. CFCA staff provide small business services including business loans and business grant advice, business and financial planning, skills development and training, and strategic marketing and networking – and are available to work one-on-one to connect people with the right programs and services. CFCA is actively working to develop rural diversification strategies in partnership with business and community leaders, local government, educational institutions, other business lenders and not-for-profits.

COUNCILLOR LOUGHEED: That Council receives the Community Futures Central Alberta presentation as information.

256/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 9:47 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 9:56 am with the following people present: Councillors, Laird, Lougheed, Laing, Hoven and Swanson; M. Hagan, A. Ophus, D. Spoor, A. Williams, D. Tutic, J. Rimmer, H. Nome, K. Magnus, R. Williams, R. Serhan.

2. Village of Caroline Waste to Energy

John Rimmer, Mayor of the Village of Caroline presented Council with information regarding interest of a Waste to Energy (W2E) Facility, requesting that Clearwater County Council provide a letter of support for the project.

258/19

CARRIED 7/0

CARRIED 7/0

CRFRS Fire Chief, Steve Debiegne, Assistant Fire Chief, Evan Stewart and Deputy Fire Chief, Shawn St. Peter presented information on the High Level deployment efforts with the most recent deployment taking place June 25. The Paddle Prairie Metis Settlement was also majorly affected by fire and crews assisted there as well.

E. Stewart presented photos of the High Level deployment of crews defending regional and local infrastructure utilizing ground crews and aircraft assistance, and before and after photos. Fire Smart practices were utilized to save multiple structures. He described the preventative measures taken to protect homes and other structures.

S. Debieenne noted that social media blackout is required during deployment; and discussed researching retardant for ground use surrounding structures.

C. Heggart commented that the CRFRS 2019 High Level deployment update will be presented to the regional partners.

S. Debieenne thanked members all that deployed and stayed home and to TOMCO for flying crews in, aiding in the prevention of fatigue.

COUNCILLOR LAIRD: That Council accepts the 2019 High Level Deployment update as information.

259/19

CARRIED 7/0

RECESS:

Reeve Duncan recessed the meeting at 11:28 am.

CALL TO ORDER:

Reeve Duncan called the meeting to order at 11:39 am with the following people present: Councillors, Laird, Loughheed, Laing, Hoven and Swanson; M. Hagan, A. Ophus, D. Spoor, A. Williams, E. Hanson, D. Tutic, J. Rimmer, H. Nome, K. Magnus, R. Williams, R. Serhan.

MUNICIPAL:

1. Subdivision and Development Appeal Board Clerk Appointment

Christine Heggart, Clerk of the Subdivision and Development Appeal Board (SDAB) explained that Council typically appoints SDAB Clerks at their Organizational Meeting in October, but due to a staff transition and a leave of absence, Administration recommends appointing an additional SDAB Clerk for this year and to complete their training.

Further discussion will take place at the next scheduled Organizational Meeting.

COUNCILLOR LAIRD: That Council appoints Allanah McLean as Alternate Clerk to the Subdivision and Development Appeal Board for term effective June 25, 2019 until October 21, 2019.

260/19

CARRIED 7/0

2. DRAFT Municipal District (MD) of Bighorn and Clearwater County Intermunicipal Collaboration Framework (ICF)

C. Heggart presented the Draft MD of Bighorn and Clearwater County ICF for review and discussion.

Council is still awaiting response from Municipal Affairs as to whether the Intermunicipal Development Plan (IDP) exemption request with the MD of Bighorn will be accepted. Due to the nature of the borders between the two municipalities and limited deeded lands, there is a probability that the Province would consider additional Ministerial Order to allow for this type of exemption. Currently, there are no dealings between municipalities under the five service categories outlined in the ICF requirements.

At their June 11, 2019 meeting, the MD of Bighorn Council received the draft ICF as information with no changes proposed to the document. Once both Councils

are comfortable with the draft ICF, Administration will proceed with development of ICF Bylaw.

Discussed the low level of industry along the borders. Should there be any inter-municipal dealings, there is potential for an ICC committee as needed, discussion followed.

COUNCILLOR LAING: That Council accepts in principle the Draft MD of Bighorn and Clearwater County Intermunicipal Collaboration Framework (ICF) and proceed to draft a bylaw.

261/19

CARRIED 7/0

**CORPORATE
SERVICES:**

1. Rescind Bylaw 1017/16

Murray Hagan, Director of Corporate Services recalled that at the June 11, 2019 Regular Council meeting, Administration was directed to draft a bylaw to rescind Bylaw 1017/16.

M. Hagan explained that Bylaw 1017/16 was given third reading by Clearwater County Council July 26, 2016. The purpose of the bylaw was to facilitate a loan of \$1 Million Dollars to the Village of Caroline to provide interim financing for a paving upgrade project on the Village's main street in the event there was a delay in receiving funding from the province.

Provincial funding was received on a timely basis, and there was no need to extend this loan to the Village of Caroline. As a result, this bylaw serves no further purpose to Clearwater County.

COUNCILLOR HOVEN: That Council grants first reading to Bylaw 1068/19 to rescind Bylaw 1017/16.

262/19

CARRIED 7/0

INFORMATION:

1. CAO's Report

Discussion took place on the June 25, 2019 CAO Report, as circulated. Presented the Economic Development Update.

263/19

COUNCILLOR LAIRD: That Council approves the attendance of Councillors for the 2019 Summer Villages of Alberta Annual Conference and Annual General Meeting on October 17 to 18, 2019.

CARRIED 7/0

2. Public Works Report

Discussion took place on the June 11, 2019 Public Works Report, as circulated.

3. Councillor Verbal Reports

Councilor Laird reported on the following meetings:

June 17 - Physician Recruitment and Retention meeting.

June 19 – CAEP (Central Alberta Economic Partnership) Annual General Meeting.

Councillor Laird noted that the Canadian Association of Fire Chiefs conference is in Calgary on September 12-16.

COUNCILLOR SWANSON: That Council approves Councillors to attend the Canadian Association of Fire Chief's Annual General Meeting and Convention in Calgary, September 12 to 16, 2019.

264/19

CARRIED 7/0

Councillor Lougheed reported on the Physician Recruitment and Retention Committee meeting on June 17.

Councillor Vandermeer reported on the CAEP AGM.

Councillor Laing reported on the Waste Authority Meeting.

Councillor Duncan reported on the following meetings:
Bighorn Backcountry, Clearwater Trails, North Saskatchewan Watershed Alliance, Medicine River Watershed Society, and the Rocky-Clearwater Inter-collaborative Framework.

COUNCILLOR LOUGHEED: That Council directs Administration to schedule a delegation for Primary Care Network Executive Director, Tim Cavanagh to present information to Council.

265/19

CARRIED 7/0

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

266/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 12 :19.

CALL TO ORDER: Reeve Duncan called the meeting to order at 12:58 pm with the following people present: Councillors, Laird, Lougheed, Laing, Hoven and Swanson; M. Hagan, A. Ophus, D. Spoor, A. Williams, D. Tutic.

DELEGATION: 2. STARS Foundation

Glenda Farnden, Senior Municipal Relations Liaison from STARS foundation presented an annual update on how funding from Clearwater County Council has supported STARS, the status of their fleet, capital fundraising efforts, as well as some current statistics on STARS activity throughout Clearwater County.

G. Farnden presented Council with a Plaque for their 2019 contribution of \$2.00 per capita annual commitment to the STARS municipal initiative in the amount of \$23,894.00.

G. Farnden responded to questions that critical care for interfacility transfers and scene calls warrants STARS service; STARS staff are no longer volunteer based due to the nature of the emergency personnel training required.

COUNCILLOR LOUGHEED: That Council receives the STARS Delegation information as presented.

267/19

CARRIED 7/0

COUNCILLOR SWANSON: That Council moves to Closed session at 1:32 pm.

268/19

CARRIED 7/0

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion with respect to J1. Advice from Officials – Regional Solid Waste Authority Agreement and J2. Advice from Officials – Fire Services Agreement in accordance with FOIP s. 24(1)(c).

R. Emmons (Advice), M. Hagan (Advice), K. Magnus (Advice), C. Heggart (Advice), R. Serhan (Advice), A. Williams (Clerk).

COUNCILLOR LOUGHEED: That Council moves to Open Session at 3:54 pm

269/19

CARRIED

RECESS: Reeve Duncan recessed the meeting at 3:55.

CALL TO ORDER: Reeve Duncan called the meeting to order at 3:59 pm with the following people present: Councillors, Laird, Loughheed, Laing, Hoven and Swanson; M. Hagan, R. Emmons, C. Heggart, R. Serhan, A. Williams.

COUNCILLOR SWANSON: That the meeting proceeds past 4:00 pm.

270/19

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council moves to Closed Session at 4:03 pm

271/19

CARRIED 7/0

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion with respect to J1. Advice from Officials – Regional Solid Waste Authority Agreement and J2. Advice from Officials – Fire Services Agreement in accordance with FOIP s. 24(1)(c).

R. Emmons (Advice), M. Hagan (Advice), K. Magnus (Advice), C. Heggart (Advice), R. Serhan (Advice), A. Williams (Clerk).

COUNCILLOR SWANSON: That Council moves to an Open Session at 4:50 pm

272/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 4:50 pm.

CALL TO ORDER: Reeve Duncan called the meeting to order at 4:51 pm with the following people present: Councillors, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, C. Heggart, R. Serhan, A. Williams.

COUNCILLOR LOUGHEED: That Council accepts in principle a draft Fire Services Agreement between Clearwater County and the Village of Caroline, as amended, and directs Administration to provide the draft agreement to the Village of Caroline for their Council's consideration.

273/19

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council accepts the Draft framework moving forward on negotiations regarding the operations of the landfill.

274/19

CARRIED 7/0

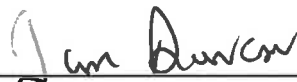
ADJOURNMENT:
4:52 pm

COUNCILLOR SWANSON:

That the Meeting adjourns.

275/19

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER