

Minutes of a Special Council Meeting of Clearwater County, Province of Alberta, held July 27, 2016, in the Clearwater County Council Chambers in Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 9:03 A.M. by Reeve Alexander with the following being present:

Reeve	Pat Alexander
Councillors	Earl Graham
	John Vandermeer
	Jim Duncan
	Theresa Laing
	Curt Maki
	Ron Leaf
Chief Administrative Officer	Michelle Meatheringham
Recording Secretary	Christine Heggart
Communications Coordinator	
Director, Community and Protective Services	Ted Hickey
Manager, Financial Services	Rhonda Serhan
Director, Agriculture and Landcare	Matt Martinson
Manager, Planning and Development	Keith McCrae
Manager, Infrastructure	Erik Hansen
Media	Helge Nome
	Sylvana Crosby
Public	Dan Warkentin
	Pat Warkentin
	Marianne Cole
	Dennis Ross

**AGENDA  
APPROVAL:**

COUNCILLOR GRAHAM: That the July 27, 2016 Special Meeting Agenda be accepted as presented.

265/16

CARRIED 6/0

**MUNICIPAL:**

**1. June 20 A&P Follow up – Project Priority Setting**

Ron Leaf provided an overview of the purpose of the meeting and anticipated outcomes. Mr. Leaf explained that the listed projects were identified during Council’s June 20 Agenda & Priority meeting at which time Council identified that they wished to formally review the identified projects in relation to current work programs and the 2017 – 2019 budget work.

Mr. Leaf identified that a number of the projects are interrelated and the accompanying “project table” set various recommendations by Administration in relation to time frames for “moving forward”.

Councillor Greenwood joined the meeting

Joint Development Area & Joint Services Agreement

Discussion began with an update on the status of the Joint Development Area (JDA) and North Development Area Structure Plan. Erik Hansen advised that WSP Engineering is conducting a comprehensive study of the Town's water and waste water capacities. The engineering study will consider the proposed land area in relation to potential densities within the JDA for residential, commercial and highway commercial and the proposed north area structure plan. The engineering study will consider potential impacts on the Town's water and waste water systems and potential phasing of infrastructure in relation to the proposed area. The engineering report is anticipated in August for staff review which will then be presented to the Intermunicipal Development Planning (IDP) Committee.

Keith McCrae outlined that a Joint Services Agreement (JSA) is also being created which will provide the legal and administrative framework for the JDA. The JSA will set out roles and responsibilities regarding capital and operational costs of water, waste water and transportation infrastructure, as well as maintenance and management duties for utility systems and roadways. The JSA is required not only for the proposed Joint Development Area plan, the North Area Structure Plan but will also support the Town's annexation application, demonstrating the Town's ability to service the proposed annexed lands.

Discussion followed regarding the interrelationship between the Joint Development Area, the North Area Structure Plan and the proposed admin building. Staff recommended that in relation to Council's commitment to host another open house regarding the proposed admin building that the meeting not be held until after the Town and County Councils have confirmed to move forward with the IDP amendments and the Town's annexation application.

Admin Building – Phase 1 & 2

Erik Hansen provided an overview of the building design and tender process and of proposed admin building. Mr. Hanson advised that the tender and design documents and qualified bidders list should be complete by end of August.

Mr. Hansen also identified that engineering reports relating to the servicing of the JDA and the Area Structure Plan area are anticipated in early August. Following review by Town and County staff the engineering reports will be presented to the IDP Committee for their review and consideration.

Administration anticipates having the admin building design and tender documents complete and available for Council's review prior to the completion of the JDA and IDP process.

Mr. Hansen also advised that site grading is currently underway and that work for the salt/sand storage will begin shortly, subject to weather.

Leslieville/Condor Fire Hall

Ron Leaf presented information regarding Leslieville/Condor station location site selection. Mr. Leaf advised that the recent offer of land for the Condor/Leslieville fire hall is located outside the site location area recommended by the ERMCL Fall Location study. Administration

recommended that should Council wish to consider the donated parcel that another community meeting should be held to inform the community as to the change in site.

Ted Hickey advised he and Chief Laird are looking at potential sites and that a land agent will be contracted to assist in establishing land values and negotiate the land purchase.

#### Nordegg – South Development

Mr. Leaf requested confirmation or amendments to the phased development plan of commercial and residential areas in the south side of Nordegg. Council's current direction is to wait to see if or when the proposed commercial development occurs. Given this direction Administration has not anticipated including any infrastructure expansion in the 2017 – 2019 budget.

Discussion occurred on potential developers not purchasing due to lack of serviced lots. Mr. McCrae agreed that the highest interest is around commercial core.

Council discussed the need to review the Nordegg Development Plan. Council requested that details and costs be discussed as part of the 2017 budget deliberations.

#### Ag Rec Facility

Ron Leaf requested direction from Council if it wishes to proceed with further investigation relating to the construction of an Ag Rec Facility.

Discussion occurred on determining if there is still interest by local groups in supporting the facility. Council requested that Ag and Landcare staff organize a meeting with the Rocky & District Ag. Society and the Ag Rec Facility committee to discuss communities' interest in moving forward with the facility and associated amenities.

#### Broadband

Ron Leaf requested Council's direction on how Council wishes to proceed regarding Council's role in enhancing broadband service in the County. Mr. Leaf summarized that Council's current direction in the 2015 – 2018 Strategic Plan is that Council will *"continue to research opportunities to further advocate and support high speed infrastructure development in Clearwater County"*. To date Council has received the Vitell Report, outlining strategies for improving wireless and mobility service through the construction of Tier 1, 2 & 3 towers. Council has also received a report from the Rural Communication Committee that recommended the County take a more active role in encouraging or providing broadband services through towers or fibre optic cable. Presentations from the various Wireless Internet Service Providers (WISPs) operating in Clearwater County have been provided to Council on the vision and plans of the various WISPs. Xplornet also spoke to Council regarding planned advances in satellite and broadband technology and service.

Discussion followed regarding Council's role as advocating and/or future development of service. Options available include; aerial vs buried lines, fibre to homes vs. to towers, County to contract service or manage within and pilot project to determine level of service and affordability.

Discussion continued on communication system built for the future needed, critical for our business community to grow and compete globally. Discussion focused on how an enhanced broadband service would benefit business community by allowing them to grow and compete globally as well as attract future development in the area. Concern was also expressed regarding cost, anticipated “uptake” of a fibre service by residents and businesses, and the potential to “strand” capital investment due to new or lower priced services.

Discussion concluded with agreement that Administration should develop a Terms of Reference or a Request for Proposal for Council’s consideration which would have a third party consultant develop a conceptual design and preliminary budget for Council’s consideration.

Summary

Ron Leaf summarized Council’s discussion and direction relating to the various priority projects.

Mr. Leaf then provided the following recommendations for Council’s consideration or amendment:

- 1. That the date for the next Admin Building Open house be set after the design and tender documents are finalized and the qualified bidders list compiled.
- 2. That the date for the next Admin Building Open House be set after the Town and County Councils have confirmed the IDP amendments associated with the Joint Development Area and associated Servicing Agreement, and the Town’s annexation application.
- 3. That the Leslieville/Condor fire station land study include consideration of the recent land donation offer and that additional community engagement be planned if the donated land is recommended for purchase.
- 4. That completion of the municipal infrastructure to support development in the south side of Nordegg be included in the 2017-2019 budget deliberation.
- 5. That Ag & Landcare staff meet with the Rocky Ag Society and the Ag Recreation Facility committee and report back to Council on whether community interest in the development of an Ag Rec Facility remains.
- 6. That Administration proceed with the development of a Request for Proposal for the development a conceptual design, budget and business viability model relating to the construction or installation of communication towers and fibre optic cable to enhance high speed internet access within Clearwater County.

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COUNCILLOR GREENWOOD: That Council approves Administration’s recommendations as provided.

CARRIED 7/0

COUNCILLOR DUNCAN: That Council meets as a Committee of the Whole to discuss a Legal item at 11:44.

267/16

CARRIED 7/0

COUNCILLOR LAING:

That the meeting reverts to an open meeting at 12:05.

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CARRIED 7/0


**ADJOURNMENT:**  
**12:05 p.m.**

COUNCILLOR MAKI:

That the Meeting adjourns.

269/16

CARRIED 7/0

  
REEVE  
CHIEF ADMINISTRATIVE OFFICER