

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held January 23, 2018, in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:00 am by Reeve Vandermeer with the following being present:

Reeve
Councillors

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

Staff:

Interim Chief Administrative Officer
Recording Secretary
Director, Corporate Services
Manager, Legislative Services
Manager, Infrastructure
Manager, Planning
Development Officer
Senior Planner
Sergeant, Community Peace Officer
Regional Fire Chief

Rick Emmons
Tracy Haight
Murray Hagan
Christine Heggart
Erik Hansen
Keith McCrae
Holly Bily
Kim Gilham
Terri Miller
Steve Debiegne

Media:

Shaelyn Poteet
Helge Nome

Public:

Janis Lewis-Hrapstead

**AGENDA
APPROVAL:**

Reeve Vandermeer and Councillors Laing, Hoven, Swanson, Duncan and Laird added verbal reports under Item H4 to the January 23, 2018, Regular Meeting Agenda.

COUNCILLOR SWANSON:

That the January 23, 2018 Regular Meeting Agenda is adopted as amended.

029/18

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. January 09, 2018 Regular Meeting Minutes

COUNCILLOR DUNCAN:

That the Minutes of the January 09, 2018, Regular Meeting are adopted as circulated.

030/18

CARRIED 7/0

PLANNING:

1. Bylaw 1035/18 for Application No. 04/17 to amend the Land Use Bylaw

Bylaw 1035/18, to amend Land Use Bylaw 714/01 to redesignate a portion of NE 29-35-05 W5M containing +/-19.06 acres from Industrial District "I" back to Agriculture District "A".

COUNCILLOR LAIRD: That Council grants first reading to Bylaw 1035/18 and schedules a public hearing for March 13, 2018.

031/18

CARRIED 7/0

K. Gilham, H. Bily and J. Lewis-Hrappstead left the meeting.

MUNICIPAL:

1. Subdivision and Development Appeal Board (SDAB) Bylaw 1036/18

Bylaw 1036/18, to establish a Subdivision and Development Appeal Board as required by Sections 145(b), 627(1) (3) and 628(1) of the Municipal Government Act; and, to rescind Bylaw 996/14.

COUNCILLOR LAIRD: That Council appoints Councillor Swanson as an alternate member to the Subdivision Development Appeal Board for the remainder of a one-year term effective October 24, 2017.

032/18

CARRIED 7/0

COUNCILLOR DUNCAN: That Council grants first reading of 1036/18.

033/18

CARRIED 7/0

COUNCILLOR: LAIRD That Council grants second reading of Bylaw 1036/18.

034/18

CARRIED 7/0

COUNCILLOR LAING: That Council grants permission for third reading of Bylaw 1036/18.

035/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council grants third reading. That 1036/18.

036/18

CARRIED 7/0

2. Designated Officers Bylaws 1037/18 to 1039/18

Bylaw 1037/18 to appoint an Assessor as a designated officer, assign the duties of the position and, to rescind Bylaw 653/00 and 729/02.

- 037/18** COUNCILLOR DUNCAN: That Council grants first reading of Bylaw 1037/18.
CARRIED 7/0
- 038/18** COUNCILLOR LAIRD: That Council grants second reading of Bylaw 1037/18.
CARRIED 7/0
- 039/18** COUNCILLOR LAING: That Council grants permission for third reading of Bylaw 1037/18.
CARRIED 7/0
- 040/18** COUNCILLOR LOUGHEED: That Council grants third reading of Bylaw 1037/18.
Bylaw 1038/18, to appoint an Agricultural Fieldman as a designated officer, assign the duties of the position and, to rescind Bylaw 653/00 and 729/02.
COUNCILLOR SWANSON: That Council grants first reading of Bylaw 1038/18.
CARRIED 7/0
- 041/18** COUNCILLOR DUNCAN: That Council grants second reading of Bylaw 1038/18.
CARRIED 7/0
- 042/18** COUNCILLOR LOUGHEED: That Council grants permission for third reading of Bylaw 1038/18.
CARRIED 7/0
- 043/18** COUNCILLOR LAING: That Council grants third reading of Bylaw 1038/18.
CARRIED 7/0
Bylaw 1039/18 to appoint an Subdivision and Development Appeal Board Clerk as a designated officer and assign duties of the position.
- 044/18** COUNCILLOR LOUGHEED: That Council grants first reading of Bylaw 1039/18.
CARRIED 7/0
- 045/18** COUNCILLOR SWANSON: That Council grants second reading of Bylaw 1039/18.
CARRIED 7/0
- 046/18** COUNCILLOR DUNCAN: That Council grants permission for third reading of Bylaw 1039/18.
CARRIED 7/0

COUNCILLOR LAING: That Council grants third reading of Bylaw 1039/18.

047/18

CARRIED 7/0

3. Agenda and Priorities Committee Recommendations

At the Agenda and Priorities (A&P) Committee meeting on January 15, 2018, the Committee made several recommendations for action on the following projects, requests and/or programs:

- Broadband Policy Framework;
- Community Peace Officer Program;
- Leslieville/Condor Fire Stations;
- Geothermal Letter of Support Request;
- Invitation to Deputy Minister of Environment and Parks; and,
- Growing Rural Tourism Conference.

COUNCILLOR LAING: That Council directs Administration to Prepare a Terms of Reference for the Ad Hoc Internet Committee, as a committee of the whole of Council; That Council's policy framework direction is for the development of a municipally-owned Internet infrastructure that: enhances broadband Internet coverage in Clearwater County; is supported by community members; is an open-access system available for use by all Internet Service Providers (ISPs); protects County investments; provides for quality broadband connections meeting regulatory requirements; and provides for economic and community growth in the region; and outlines regulatory requirements; That Council's Internet infrastructure project incorporates public engagement, including educational articles in local papers and online, as well as community-hall meetings; and, That Council directs Administration to prepare a Request for Proposal (RFP) for the development of an Internet infrastructure business plan and strategic action plan to support the advancement of broadband Internet development in the County.

048/18

CARRIED 7/0

COUNCILLOR DUNCAN: That Council authorizes the Reeve to sign a letter to the Honourable Minister Stephanie McLean, Service Alberta, with regards to Clearwater County's Internet-related activities since November, as well as invite the Minister to meet with members of Council; and, authorizes Councillor(s) to meet with Minister of Service Alberta.

049/18

CARRIED 7/0

Discussion took place on the Community Peace Officer (CPO) program's staff complement and impact of including night-shifts in the CPO staff schedule.

COUNCILLOR HOVEN: That Council authorizes the hire of a fifth Community Peace Office to fill the vacant position.

050/18

DEFEATED 3/4

COUNCILLOR HOVEN: That Council directs Administration to conduct a review on the impacts of a four-position staff complement and scheduled night shifts to the Community Peace Officer program over the next several months and report back to Council in June 2018.

051/18

CARRIED 7/0

Discussion took place on alternatively building fire stations for each of the Condor and Leslieville communities, instead of one that is centrally located, budget impacts of two stations and requirement for public consultation once options have been determined.

COUNCILLOR SWANSON: That Council directs Administration to conduct additional public consultation related to the Leslieville and Condor fire stations and respective construction options (\$2.4M budget in 2018), and that engagement is to include public notification of community-hall meetings to be held in Leslieville and Condor.

052/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council tables Item E3 – Agenda and Priorities Committee Recommendations.

053/18

CARRIED 7/0

Sergeant Jason Penner joined the meeting.

PRESENTATION: 1. Rocky Mountain House RCMP Detachment Update

Sergeant Penner reported on policing priorities and enforcement initiatives to address personal and property crime, traffic violations, and repeat offenders. Stakeholder and community consultation is underway to review priorities as well as statistical analysis by RCMP "K" Division to devise further plans for crime reduction.

COUNCILLOR LAIRD: That Council receives the Rocky Mountain House RCMP Detachment Update presentation for information.

054/18

CARRIED 7/0

Cole Thompson joined the meeting.

2. TransCanada NOVA Gas Transmission Ltd. Project Notification – Clearwater West Project

C. Thompson, TransCanada NOVA Gas Transmission Ltd., Community Relations Area Lead, provided information on NOVA Gas Transmission Ltd.'s proposed projects, commencing in 2018, that include additions to compressor stations located near Nordegg and Burnstick Lake.

COUNCILLOR SWANSON: That Council receives the 'TransCanada NOVA Gas Transmission Ltd. Project Notification – Clearwater West Project' presentation for information.

055/18

CARRIED 7/0

Kurt Magnus and Jessica Reilly joined the meeting.

3. Alberta Environment and Parks North Central Native Trout Recovery Program

J. Reilly, Alberta Environment and Parks, Senior Fisheries Biologist, presented a PowerPoint 'North Central Native Trout Recovery Program' that outlined a recovery action plan to remediate and restore fish habitat at stream crossings within Clearwater County.

Alberta Environment and Parks (AEP) anticipates addressing fragmentation and erosional issues at roadway stream crossings, in partnership with the Government of Canada and Clearwater County, by 2019. Clearwater County's Public Works department is aware of crossings that will require remediation and will review budgetary impacts.

COUNCILLOR HOVEN: That Council receives the 'Alberta Environment and Parks North Central Native Trout Recovery Program' presentation for information.

056/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council lifts Item E3 – Agenda and Priorities Committee Recommendations from the table.

057/18

CARRIED 7/0

COUNCILLOR LAING: That Council authorizes the Reeve to sign a letter of support for the Village of Caroline's activities supporting geothermal development in the region.

058/18

CARRIED 7/0

COUNCILLOR LAIRD: That Council authorizes the Reeve to sign a letter of invitation to Deputy Minister of Environment and Parks, to discuss the Province's plans related to the Bighorn area, which is within the green zone and provincial jurisdiction, and encourage increased communications and consultation with the public within Clearwater County region.

059/18

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council authorizes Councillor Laing and Councillor Swanson's attendance at the Growing Rural Tourism Conference on February 20-22, 2018, in Camrose.

060/18

CARRIED 7/0

CORPORATE SERVICES:

1. 2018 Council, Board and Committee Remuneration Policy

Amendments to the 'Council, Board and Committee Remuneration' policy, which replaces the 'Council and Board Reimbursement' policy were reviewed.

Discussion took place and further amendments were recommended.

COUNCILLOR SWANSON: That Council adopts the Council, Board and Committee Remuneration policy, with recommended amendments, effective January 1, 2018.

061/18

CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 12:04 pm.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 12:30 pm with the following people present: Councillors Duncan, Laird, Lougheed, Laing, Hoven and Swanson; Christine Heggart, Murray Hagan, Rick Emmons and Tracy Haight.

INFORMATION: **1. Interim CAO's Report**

R. Emmons reported the following:

- A professional firm, Bannister Research, is scheduled to begin a three-week telephone survey to assess resident feedback on County programs, services and facilities mid-February.
- Administration communicated Council's interest in meeting with RCMP "K" Division Commanding Officer and Assistant Deputy Minister, Alberta Justice and Solicitor General, during the Alberta Association of Municipal Districts and Counties' (AAMDC) convention.
- AAMDC Executive confirmed scheduling for the AAMDC Member Visit on June 18, 2018.
- Town of Rocky Mountain House is hosting an economic development course for elected officials on February 28, 2018.

Discussion took place on the potential for residents to experience survey overload considering community engagement is planned for public consultations on Condor/Leslieville fire station and broadband infrastructure development.

Discussion took place on also meeting with Lacombe County Council during the convention to discuss the Intermunicipal Collaborative Framework process related to recreation and library services and residents' concern with Gimlet Road.

Discussion took place on also arranging opportunities to meet with the Minister of Municipal Affairs, other provincial ministries related to economic development and, with the Minister of Alberta Infrastructure to discuss funding to address roadway stream crossing fragmentation and erosion issues, identified by AEP, for the fish recovery program during the convention.

Discussion took place on alternative opportunities to meet with the Town of Sundre Council to discuss Clearwater County's proposed plans for broadband initiatives.

COUNCILLOR LAIRD: That Council postpones the Bannister Research Telephone Survey until Fall 2018; and that Council has opportunity to revise survey questions prior to public release.

062/18

CARRIED 7/0

COUNCILLOR DUNCAN: That Council authorizes all councillors' attendance at the Economic Developers of Alberta Elected Officials Course on February 28, 2018.

063/18

CARRIED 7/0

2. Public Works Director's Report

R. Emmons reviewed the January 9, 2018, Public Works Directors' Report as submitted.

3. Councillor's Verbal Report

Councillor Laing reported on the following board/committee meetings she attended:

- Rocky Mountain Regional Solid Waste Authority;
- Community Futures; and,
- Clearwater Heritage Board.

Councillor Hoven reported on the Caroline Community Economic Development meeting he attended.

Councillor Swanson reported on the Red Deer River Municipal Users Group and Rocky Senior Housing Council meetings she attended.

Councillor Laird reported on the following board/committee meetings she attended:

- Rocky Mountain House Library;
- Rocky Airport Commission
- Rocky Senior Housing Council;
- Hospital Committee; and
- Parkland Air Management Zone.

Reeve Vandermeer responded to questions and confirmed a recruitment agency has been selected to begin the hiring process for the Chief Administrative Officer position and anticipates Council will select a candidate by end of Spring 2018.

Councillor Duncan reported on the Provincial Agricultural Service Board Conference he attended on January 17 – 19, 2018.

Reeve Vandermeer reported on discussions that he and Town of Rocky Mountain House and Village of Caroline Mayors had with Minister Hoffman and, their request, on behalf of the Hospital Committee, for Alberta Health Services to provide regional and local hospital and ambulance statistics for the Committee to complete a Community Health Services Assessment.

064/18

CARRIED 7/0

COUNCILLOR LAIRD:

That Council receives the Interim CAO's Report, Public Works Manager's Report, Accounts Payable, and Councillor's Verbal Report, for information as presented.

066/18

CARRIED 7/0

ADJOURNMENT:
1:30 pm

COUNCILLOR SWANSON:

That the Meeting adjourns.

067/18

CARRIED 7/0



REEVE



INTERIM CHIEF ADMINISTRATIVE OFFICER