

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held May 24th, 2011 in the County Office at Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 8:57 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Deputy Reeve:	Earl Graham
Councillors:	Robert Bryant
	Dick Wymenga
	Case Korver
	Jim Duncan
Municipal Manager:	Ron Leaf
Public Works Assistant Manager:	Rick Emmons
Public Works:	Erik Hansen
Public Works:	Marty Bozek
IT:	Darrell Philip
IT:	Brad Welygan
Recording Secretary:	Christine Heggart
Mountaineer:	Jessica Jones

Councillor Bryant added Nordegg Golf Course delegation at 1:30pm to agenda.

Councillor Korver added May long weekend update to the agenda.

Reeve Alexander added that the meeting will go In Camera at 11:00am.

AGENDA

APPROVAL: EARL GRAHAM: That the May 10th, 2011 Regular Meeting Agenda be accepted as amended.

216/11 CARRIED 6/0

**CONFIRMATION
OF MINUTES:**

1. May 10th, 2011 Regular Meeting Minutes

BOB BRYANT: That the Minutes of the May 10th, 2011 Regular Meeting be confirmed as circulated.

217/11 CARRIED 6/0

2. May 10th, 2011 Public Hearing Minutes

JIM DUNCAN: That the Minutes of the May 10th, 2011 Public Hearing be confirmed as circulated.

218/11 CARRIED 6/0

Councillor John Vandermeer joined the meeting.

PUBLIC WORKS: 1. Public Works Manager's Report

Rick Emmons and Erik Hansen presented the May 24th, 2011 Public Works Manager's Report to Council.

Construction

- Prentice Creek Contracting has approximately 80% of Twp. 40-1A (Chicken Ranch Rd.) roughed in and are currently on schedule to complete this road project by the middle of June.
- A Pre-Tender meeting was held on May 19th for the new intersection supplying access to the Nordegg Subdivision. Tenders close on May 26th at 2:00pm.

- Ledcor has commenced work on the Sunchild Road including the required side slope improvements and the installation of french drains where necessary. The paving portion of this project began on May 20, 2011. The contractor anticipates project completion by mid –June.
- A pre- construction meeting was held with Sandstar May 18, 2011 for the 2011 asphalt overlay. They anticipate starting on culverts and miscellaneous improvements as early as this week on the Rainy Creek Road, Beaver Flats Road (598 to 12), and the Buster Creek Road (O'chiese Rd south 9km). The contractor intends on starting the required side slope improvements and paving as soon as the road bans are lifted. Project completion is anticipated to be the end of June.

Surfaced Roads Maintenance

- Crews are currently asphalt patching on the Oras Road, north of Hwy #11.
- Crack-sealing crew has started on the Oras Rd (north of Hwy. 12)
- AMZ crew is spray patching on all asphalted surfaces.
- The frost probes that are located on the Caroline South, Prairie Creek, Hwy 761 and Wallstreet Roads indicate that 1. 8m of the 2.4m of frost has come out. This was as of Friday May 20/11.

Gravel Roads Maintenance

- Graders are concentrating of frost heaves and washboard/pothole areas.
- The beat graders are concurrently working on the sods along the road shoulders.
- The county gravel trucks are patch graveling the areas that were affected by high water during the spring run-off.

Maintenance

- All Clearwater County Fire Ban signs have been installed as of May 18/11.
- Rocky Gas Coop is in the process of relocating the gas line around the perimeter of Martin Pit.
- The gravel crushing contractor is starting operations in Larsgard Pit this week.
- The beaver control program is in full operation.
- All Public Works staff was on standby for fire response through the May long weekend.

Road Bans

Road Bans are unchanged from April 12th, 2011 Council meeting.

Staff responded to questions received from Council regarding road conditions and road bans.

BOB BRYANT:

That the Public Works Manager's Report of May 24th, 2011 be accepted as presented.

219/11

CARRIED 7/0

PUBLIC WORKS: 2. Highway Intersection Lighting

Rick Emmons presented highway intersection lighting information requests and response from Alberta Transportation, in regards to illumination of four high traffic rural road intersections - Hwy. 22 and Prairie Creek Road; Hwy. 11 and Sunchild Road; Hwy. 11 and Arbutus Road; and, Hwy. 54 and Burnstick Lake Road - where they meet Provincial Highways.

The intersections were scored by Alberta Transportation in relation to Central Region's criteria and based on that score the only intersection warranting illumination is the Hwy 11 and Arbutus /Oras Road. Alberta Transportation

has requested funding for this location and has yet to be successful in relation to other provincial priorities.

Staff responded to Council's question of Alberta Transportation's funding criteria, which includes traffic count and sightlines.

Darrell Philip and Brad Welygan left the meeting.
Diane Fingler joined the meeting.

By consensus, Council determined that adding reflective tape or striping to signage on near the intersection would adequately address the intersection needs, until a time that provincial highway lighting funding is available.

CASE KORVER:

That Council directs staff to improve signage with reflective tape for five intersections as noted above and provide a letter to Alberta Transportation with recommendations for intersection lighting priorities.

220/11

CARRIED 7/0

PUBLIC WORKS: 3. Leslieville Lagoon

Rick Emmons presented a temporary solution to accommodate external sewage for the summer months of 2011, noting Alberta Environment approval to open the Leslieville Sewage Lagoon to external haulers.

Mr. Emmons noted staff would not normally recommend the Leslieville site as an alternative; however, as this site was scheduled for dredging in 2011, the dredging would be scheduled in the fall to ensure the lagoon does not enter into a winter condition carrying the effluents from the external haulers. This temporary option will see the Leslieville site used as a temporary holding cell rather than a treatment facility. The Leslieville Lagoon will close in the fall and the Nordegg Lagoon will remain open to the public for winter months.

Leslieville site infrastructure upgrades to fencing and gates are required, along with a summer staff position to monitor the usage. By consensus Council determined the Monday to Friday (8:00am to 5:00pm) schedule is satisfactory, and that long weekends may need to be addressed with users.

The anticipated expenses are \$34,500.00 with an anticipated cost recovery estimate of \$39,000.00 from dumping fee revenue. Staff responded to questions regarding anticipated costs, additional dredging costs and volume estimates.

Council discussed a \$179,000.00 revenue sharing agreement with the Town of Rocky Mountain House and whether that money could be spent on the Leslieville upgrades. Ron Leaf asked Council to table discussion to allow him time to review the agreement.

JOHN VANDERMEER:

That Council table the discussion on the Town of Rocky Mountain House revenue sharing agreement.

221/11

CARRIED 7/0

BOB BRYANT:

That Council approves the temporary opening the Leslieville Lagoon to external haulers once proper fencing, gates, and staff is in place.

222/11

CARRIED 7/0

Erik Hansen left the meeting. Murray Hagan joined the meeting.

PUBLIC WORKS: 4. County Health and Safety Program

Marty Bozek presented a background on the Clearwater County health and safety program, the Annual Statement of Commitment for Management and Council as well as the legislative requirements of Bill C-45.

Staff responded to questions regarding the statement of commitment and specific aspects of the County's program.

Ron Leaf noted the success of the County's health and safety program, with internal audits conducted annually, and external audit every three years. On the previous two year's audit, Clearwater County scored very high, above 95%.

EARL GRAHAM: That Council endorses the Safety Directive as presented and authorizes the Reeve and CAO to sign.

223/11

CARRIED 7/0

CORPORATE SERVICES:

1. Accounts Payable Listing

Council reviewed the Open Payable Report for May 24th, 2011 which was previously sent to Council.

DICK WYMENGA: That Council accepts the Accounts Payable Listing as information.

224/11

CARRIED 7/0

Rick Emmons, Marty Bozek and Murray Hagan left the meeting.

MUNICIPAL: 1. Municipal Manager's Report

Ron Leaf presented the Municipal Manager's Report for May 24th, 2011.

May 30/31 Strategic Planning Session

Mr. Leaf noted that Russ Heppell provided a brief overview of what the May 30/31 Strategic Planning session. The morning of the 30th will be a Council/CAO session that will focus on moving the strategic planning document into a strategic management process. The afternoon will involve both Council and the managers in working through a set planning process. Russ is currently working on a pre-session workbook, which will be circulated mid-week.

June 14 Joint Council meeting with Village & Town

The Town and Village confirmed attendance at the June 14 joint Council meeting. Ron Leaf, Curran Chrunik, Brian Irmien and Todd Becker will finalize an agenda and some preparation material which should be available the week prior to the meeting.

CAO meeting with Battle River Superintendent Zablocki

Ron Leaf will be meeting with Superintendent Curtis Zablocki on June 21 and both have agreed it is beneficial to meet at least annually, to review local issues and concerns. Topics that will be discussed are West Country enforcement, 2012 policing agreement, local policing concerns (e.g. organized crime, speed, etc.).

Invitation Lacombe 50th Anniversary Celebration

Council received an invitation to Lacombe County's 50th Anniversary celebration. Mr. Leaf asked whether Council wishes to attend, and if Council wishes to provide a gift in recognition of the 50th Anniversary, recommending art from a local artist with anticipated costs of \$500.

Tyler McKinnon and Mike Haugen joined the meeting.

EARL GRAHAM: That Council approves the provision of a \$500 gift for Lacombe County's 50th Anniversary.

225/11

CARRIED 7/0

CAAMDC Golf Tournament

Mr. Leaf provided a reminder of the CAAMDC golf tournament in Olds on June 29th (deadline to register June 8) and asked that Council RSVP to Christine by May 31st, providing their typical golf score for 18 holes. There is a BBQ as well for those who don't golf.

AAMDC Satisfaction Survey

The AAMDC has sent out a satisfaction survey, and Mr. Leaf proposed that each Councillor complete the survey individually unless Council wishes to complete on collectively. By consensus, Council decided to complete survey individually as well as collectively.

Upcoming Events

- Strategic Planning Session - May 30 & 31
- FCM – Halifax – June 2-6 (Bob, Dick, Pat)
- June 14 – Joint Council meeting re: waste authority
- June 24 – Council Road Tour
- June 25 – Lacombe 50th Anniversary
- June 29 CAAMDC golf tournament

Council discussed the Municipal Manager's Report.

JIM DUNCAN: That the Municipal Manager's Report of May 24th, 2011 be accepted as presented.

226/11

CARRIED 7/0

MUNICIPAL:

3. County Photo / Video Contests

Tyler McKinnon presented background on the Clearwater County photo contest which is intended to engage both residents and visitors, along with providing an affordable alternative to hiring professionals to take pictures of the municipality. In 2009 approximately 850 photos were received - some which have been used in County promotional materials and on the website - and entries were judged by a panel of three staff members and two Councillors. Cash prizes were awarded to the top three photos in each of eight different categories.

Contest entrants are required to sign an agreement that any photos submitted became the property of Clearwater County and the contest will be open from July 11 to November 14, 2011. As Council included \$7000 for another photo contest in their 2011 budget, staff developed eight potential photography categories and three potential video categories for Council's consideration:

Photography

- | | |
|----------------------------|------------------------------|
| 1. Groups / Special Events | 6. Adrenaline and Adventure |
| 2. Off the Beaten Path | 7. Quiet Moments |
| 3. Farming | 8. Fantastic Flora and Fauna |
| 4. Forces of Nature | |
| 5. Industry | |

Video

1. Living in Clearwater County
2. Working in Clearwater County
3. Special Moments and Memories

CASE KORVER: That Council approves the photo and video contest categories as presented.

227/11

CARRIED 7/0

JOHN VANDERMEER: That Councillor Bryant, Korver and Wymenga represent Council on the photo contest committee.

228/11

CARRIED 7/0

MUNICIPAL: 4. Common Ground Request

Tyler McKinnon provided an update on the Common Ground committee's plan to hold their upcoming Powwow event at the National Historic Park.

In order to accommodate this event, the committee and Park staff would like to expand the on-site camping and parking facilities to include an unused hayfield which is currently covered in a thick layer of tall, dead grass.

A verbal request was made, asking Clearwater County to provide one-time mowing to reduce the fire hazard. The Agricultural Services department has a rotary mower, which may be capable of doing the first cut so (estimated 3-4 hours), and any additional mowing could be done by Parks Canada staff mid-July in preparation for the event.

BOB BRYANT: That Council authorizes a one-time grass mowing of the Rocky Mountain House Historical Site's unused hayfield for the Common Grounds Committee Powwow event.

229/11

CARRIED 7/0

Joe Baker joined the meeting.

MUNICIPAL: 5. South East Recreation Grounds

Mike Haugen presented the updated concept drawing for the South East Recreation Grounds prepared in partnership with the Caroline Athletic and Agricultural Society. The updated drawing contains the same facilities that have been depicted in the past, but makes some alterations to their location and/or size to make better use of the site topography.

Mr. Haugen pointed out the main features of the concept plan drawing and the long-term plan for the site and only a portion of this work will be completed this year. Approximately \$1 million will be spent this summer on engineering costs and work, including construction, of ball diamonds, concession/washroom building and some of the parking spaces, as well as site servicing such as water, sewer and electrical.

This work is being funded through the Major Community Facility Enhancement Program as well as Municipal Reserve funds that are collected from developers at the time of subdivision and legally must be used for public projects of this nature.

Council discussed the Village of Caroline’s sewer line on the property and how it may be re-routed, as well as roadway access options and parking locations.

EARL GRAHAM: That Council approves the South East Recreation Grounds Concept as presented.

230/11 CARRIED 7/0

MUNICIPAL: **2. Nordegg Stage I, Phase I Residential**

Joe Baker presented the recently tendered the contract for the construction of the first phase of residential development in the old Nordegg Townsite. Work will include the grading of the area for 26 lots, construction of the first storm pond, and the servicing of water, wastewater, and storm water.

A tender opening was held on May 12, 2011 at 2:00 p.m. for the Stage I, Phase I Residential Contract. There were a total of 3 tenders received, with Foran Equipment Ltd. of Crossfield, having the low valid tender of \$3,139,204.79.

	<u>Tender Pricing Amount</u>	<u>Budgeted</u>
Phase I Residential Construction	\$3,139,204.79	\$4,717,000.00
Third Party Costs	\$ 50,000.00	
Landscaping	\$ 300,000.00	
Shallow Utilities	\$ 650,000.00	
<u>Engineering</u>	<u>\$ 500,000.00</u>	
Total	\$4,639,204.79	\$4,717,000.00

Council discussed the low valid tender contractor, the ground in Nordegg subdivisions and the anticipated expenditures, including shallow utilities and engineering.

JOHN VANDERMEER: That Council awards the Stage I, Phase I Residential Subdivision Construction contract to Foran Equipment Ltd.

231/11 CARRIED 7/0

IN CAMERA: **6. In Camera**

JIM DUNCAN: That Councils meets as a Committee of the Whole for the purpose of discussing draft service rates and draft service contract.
11:00 A.M.

232/11 CARRIED 7/0

Christine Heggart, Joe Baker and Jessica Jones left the meeting.

DICK WYMENGA: That the meeting reverts to an Open Meeting at 12:15 P.M.

BOB BRYANT: That the meeting recess for lunch at 12:16 P.M.

233/11 CARRIED 7/0

The Meeting reconvened at 1:15 P.M. with the same people present as noted at the beginning of the meeting, excluding Councillor Earl Graham, Darrell Philip, Brad Welygan, Rick Emmons, Erik Hansen, and Marty Bozek

and the inclusion of Keith McCrae, Kimberly Jakowski, Will MacDonald and Danna MacDonald.

PLANNING: 1. Application to Amend Land Use Bylaw – Bylaw 938/11

Kimberly Jakowski presented the May 24, 2011 Public Hearing information regarding Application No. 05/11 to amend the Land Use Bylaw for the redesignation of 11 acres described as Plan 1992NY, Lot B, PT NE 14-39-07-W5 from Industrial District "I" to Agriculture District "A" for the purpose of subdividing off and consolidation with the remainder of NE 14-39-07-W5, which is currently Agriculture Land.

SECOND READING of Bylaw 938/11 was moved by Councillor Bryant.

234/11 **CARRIED 6/0**

THIRD READING of Bylaw 938/11 was moved by Councillor Vandermeer.

235/11 **CARRIED 6/0**

MUNICIPAL: 7. Nordegg Golf Course

Council introduced themselves to Bill Osbourne, President of Nordegg Golf Course. On behalf of the Golf Course Executive Board, Mr. Osbourne requested the need to facilitate the opening of the golf course, even a few holes this season.

Joe Baker joined the meeting.

Mr. Osbourne discussed opens for accessing holes, including culverts, bridges and bridge alternatives, including power poles. Mr. Osbourne answered Council's question regarding the load or intended usage for the bridges as being human and golf cart only.

Joe Baker discussed that engineering approvals could possibly be done in tandem with work currently occurring in Nordegg at a nominal cost and that materials may be available in terms of power poles or concrete alternatives.

Council discussed the lease on the Nordegg golf course clubhouse building, the surrounding land and the future development plans for Nordegg and its impacts on the golf course.

Mr. Baker noted the options for reviewing the golf course design and that logistics would need to be reviewed in order to determine if access would be available for a portion of the course for the 2011 season. Mr. Baker responded to questions of liability and building insurance and has no concerns with golf course proceeding with a development plan.

By consensus, Council accepted the discussion as information.

ADJOURNMENT: DICK WYMENGA: That the Meeting adjourns.
1:55 P.M.

CARRIED 6/0

REEVE

MUNICIPAL MANAGER