

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held April 09, 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 |
| Recording Secretary | Tracy Haight |
| Director, Corporate Services | Murray Hagan |
| Director, Planning & Development | Keith McCrae |
| Senior Planner | Jose Reyes |
| Planner | Dustin Bisson |
| Economic Development Officer | Jerry Pratt |
| Director, Agriculture & | |
| Community Services | Matt Martinson |
| Director Emergency & | |
| Legislative Services | Christine Heggart |
| Communications Coordinator | Djurdjica Tutic |
| Administrative Assistant | Amber Williams |
| Admin Assistant | Whitney Wedman |
| Media: | Dianne Spoor |
| | Kassandra Hornsby |
| Bylaw 1059/19 Applicant: | Gerald Ernst |
| | Susan Ernst |
| Public: | Deborah Teske |
| | Alan Soderberg |
| | Marianne Cole |
| | Helge Nome |

**AGENDA
APPROVAL:**

COUNCILLOR LOUGHEED: That the April 09, 2019 Regular Meeting Agenda is adopted as circulated.

128/19

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. March 26, 2019 Regular Meeting of Council Minutes

COUNCILLOR LAIRD: That the Minutes of the March 26, 2019, Regular Meeting are adopted as circulated.

129/19

CARRIED 7/0

2. March 26, 2019 Public Hearing Minutes – Bylaw 1057/19 Land Use Amendment

COUNCILLOR SWANSON: That the Minutes of the March 26, 2019, Public Hearing for Bylaw 1057/19 are adopted as circulated.

130/19

CARRIED 7/0

3. March 26, 2019 Special Meeting of Council Minutes

COUNCILLOR LAING: That the Minutes of the March 26, 2019, Special Meeting are adopted as circulated.

131/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting for Public Hearing regarding Bylaw 1059/19 Land Use Amendment at 9:01 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 9:44 am with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven, and Swanson; R. Emmons, M. Hagan, C. Heggart, D. Tutic, K. Hornsby, D. Spoor, T. Haight, K. McCrae, D. Bisson, J. Reyes, J. Pratt, M. Martinson, A. Williams, W. Wedman, G. Ernst, S. Ernst, D. Teske, A. Soderberg, M. Cole, and H. Nome.

PLANNING AND DEVELOPMENT:

1. Bylaw 1059/19 Land Use Amendment – Consideration of Second and Third Readings

The purpose of Bylaw 1059/19 is to amend the Land Use Bylaw 714/01 to redesignate +/- 5.0 acres from Agriculture District 'A' to Highway Development District 'HD' on land located at NW 09 36 07 W5M.

Council reviewed and considered information presented at the Public Hearing for Bylaw 1059/19.

COUNCILLOR SWANSON: That Council grants second reading of Bylaw 1059/19 to amend the Land Use Bylaw 714/01 to redistrict +/- 5 acres of land from Agricultural District "A" to the Highway Development District "HD" on NW 09 36 07 W5M.

132/19

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council grants third reading of Bylaw 1059/19 to amend the Land Use Bylaw 714/01 to redistrict +/- 5 acres of land from Agricultural District "A" to the Highway Development District "HD" on NW 09 36 07 W5M.

133/19

CARRIED 7/0

G. Ernst and S. Ernst, D. Teske, A. Soderberg left the meeting.

2. Bylaw 1063/19 Land Use Amendment – Consideration of First Reading

The purpose of Bylaw 1063/19 is to amend the Land Use Bylaw 714/01 to redesignate +/- 13.09 acres from Agriculture District 'RA' to Industrial District 'I' on land located at Pt. SW 27 40 07 W5M.

COUNCILLOR VANDERMEER: That Council grants first reading of Bylaw 1063/19 to amend the Land Use Bylaw 714/01 to redistrict +/- 13.09 acres of land from Agriculture District 'A' to Industrial District 'I' on land located at Pt. SW 27 40 07 W5M.

134/19

CARRIED 7/0

3. Bylaw 1060/19 Caroline-Clearwater Intermunicipal Collaboration Framework (ICF) and Bylaw 1061/19 Caroline-Clearwater Intermunicipal Development Plan (IDP)

The purpose of Bylaw 1060/19 is to adopt the 'Clearwater-Caroline Intermunicipal Collaboration Framework' (ICF), developed in accordance with Municipal Government Act legislation, that outlines parameters of how the Village of Caroline and Clearwater County will:

- a) Provide for the integrated and strategic planning, delivery and funding of intermunicipal services;
- b) Steward scarce resources efficiently in providing local services; and,
- c) Ensure that the Village and County contribute funding to services that benefit their residents.

The purpose of Bylaw 1061/19 is to adopt 'Caroline-Clearwater Intermunicipal Development Plan' (IDP), developed in accordance with Municipal Government Act legislation, that guide future land use decisions and development within each of the municipalities.

A public hearing must be advertised and hosted before Council considers second reading of Bylaw No. 1061/19 to adopt the IDP. Both the Village Council and County Council must adopt the same plan. A joint hearing is proposed to enable both Councils to hear the same presentations on the proposed IDP before making a decision on second reading. The joint hearing is proposed for Tuesday, May 14, 2019 at 6:00 pm in the Village of Caroline Community HUB.

Draft documents and associated bylaws were reviewed at the March 26, 2019, Special Council meeting with Village of Caroline.

Any amendments will be addressed after the public hearing.

COUNCILLOR VANDERMEER: That Council grants first reading of Bylaw 1060/19 to adopt the Caroline-Clearwater Intermunicipal Collaboration Framework.

135/19

CARRIED 7/0

COUNCILLOR SWANSON: That Council grants first reading of Bylaw 1061/19 to adopt the Caroline-Clearwater Intermunicipal Development Plan.

136/19

CARRIED 7/0

COUNCILLOR LAING:

That Council schedules the public hearing for Bylaw 1061/19 on May 14, 2019, at 6:00 pm, in the Caroline Community HUB Building.

137/19

CARRIED 7/0

4. Collection of Business Information

J. Pratt presented the 'Collection of Business Information' report that summarizes why and how information is collected, through a business licensing program, from businesses operating within a municipality. The report also identifies challenges and best practices when implementing a program and comparisons between other rural municipalities' programs.

J. Pratt responded to questions and explained other municipalities' process and resources used to develop and maintain their program.

Discussion took place and it was suggested to hold further discussions at a future Strategic Planning Committee meeting.

COUNCILLOR LAIRD:

That Council receives the 'Collection of Business Information' Report for information as presented.

138/19

CARRIED 7/0

RECESS:

Reeve Duncan recessed the meeting at 10:30 am.

CALL TO ORDER:

Reeve Duncan called the meeting to order at 10:45 am with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, and Swanson; R. Emmons, M. Hagan, C. Heggart, D. Spoor, K. Hornsby, H. Nome, J. Demchuk, A. Clarke, D. Tutic, M. Cole, A. Williams, W. Wedman, and T. Haight.

DELEGATION:

1. Bellatrix Exploration Ltd.

Jerry Demchuk, Strategic Regulatory and Government Affairs, and Angie Clarke, Director Surface Land, Bellatrix Exploration Ltd. (BXE), provided an overview of BXE's activities within Clearwater County and reviewed a number of challenges that face small/medium Liquid Natural Gas production companies.

J. Demchuk and A. Clarke responded to questions and discussion followed.

COUNCILLOR LAING:

That Council receives the Bellatrix Exploration Ltd. Delegation's information as presented.

139/19

CARRIED 7/0

J. Demchuk and A. Clarke left the meeting.

**AGRICULTURE
& COMMUNITY
SERVICES:**

**1. Partnership Opportunity with Wild Rose School Division (WRSD)
Corridor School Project**

At the February 26, 2019, Regular Council Meeting, Council passed a motion to match community funding raised to enhance Wild Rose School Division's proposed Leslieville School Capital Project.

Friends of the Corridor Schools (FCS) Committee asks that Council consider matching community funding raised to enhance the proposed Condor School Capital Project as well.

Discussion took place on community fundraising plans, provincial grant funding and Council's commitment to match funds as a show of support for the project.

M. Martinson responded to question and explained the FCS Committee intends to support both Condor and Leslieville projects and will prioritize community suggestions for enhanced projects once a survey is completed.

COUNCILLOR LAIRD: That Council matches community funds raised to enhance Wild Rose School Division's proposed Condor School Capital Project.

140/19

CARRIED 7/0

PUBLIC WORKS: 1. Town of Rocky Mountain House Lagoon Summary Report March 2019

The Town of Rocky Mountain House submitted the 'Lagoon Summary Report – March 2019' for review, as per the agreement between the Town and Clearwater County. The report summarizes lagoon operations, compliance, usage and capacity from December 2018 – February 2019, confirms the reserve fund for capital improvements is \$905,000 as of 2016 year-end and, confirms the Town has not received any non-compliance notices.

COUNCILLOR LAIRD: That Council receives the Town of Rocky Mountain House Lagoon Summary Report March 2019 for information as presented.

141/19

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 11:57 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 12:42 pm with the following people present: Councillors, Laird, Loughed, Laing, and Swanson; R. Emmons, M. Hagan, C. Heggart, D. Spoor, K. Hornsby, H. Nome, E. Hansen, A. Williams, W. Wedman, D. Tutic and T. Haight.

MUNICIPAL: 1. Request from Clearwater County Taxpayers' Association for Councillors' Attendance at Meetings

Clearwater County Taxpayers' Association (CCTA) asks that Council consider authorizing two councillors attendance at CCTA's monthly meetings and that these councillors receive remuneration for attending.

Discussion took place on councillors' current heavy time commitments to attend board/committee meetings, community events and regular council meetings. It was noted that councillor appointment to the Sundre Petroleum Operating Group (SPOG) Board of Directors was discontinued due to time constraints.

Discussion followed and it was noted that although current policy does not allow remuneration for attending community group meetings, councillors can claim for travel expenses.

Discussion continued and the following suggestions were made:

- Reevaluate councillor appointment to the SPOG Board of Directors;
- Review councillors' board/committee meeting attendance over the next months to determine required appointments for the upcoming Organizational Meeting;
- Consider hosting 'open mic' sessions, as an alternative to attending community group meetings, to provide opportunity for the public to discuss citizens' concerns.

R. Emmons left the meeting 1:14 pm.

142/19	COUNCILLOR LAING:	That Council directs Administration to draft framework/terms of reference for 'Open Mic' public engagement sessions.
		CARRIED 7/0

143/19	COUNCILLOR LAIRD:	That Council sends a letter to the Clearwater County Taxpayers' Association declining the request for councillors' attendance at their monthly meetings.
		CARRIED 7/0

R. Emmons joined the meeting at 1:18 pm.

2. Policy Updates - Seminars, Conferences and Training for Councillors Policy, Councillor, Board & Committee Remuneration Policy, and Travel and Subsistence Policy

Revisions to the 'Seminars, Conferences and Training for Councillors' and 'Councillor, Board and Committee Remuneration' and 'Travel and Subsistence' policies were reviewed.

Discussion took place on further amendments to the policies.

144/19	COUNCILLOR VANDERMEER:	That Council adopts the Councillor, Board and Committee Remuneration Policy, Policy #Council-001, as amended effective April 9, 2019.
		CARRIED 7/0

145/19	COUNCILLOR LAIRD:	That Council adopts the Conferences and Training for Councillors Policy, Policy #Council-002, as amended, effective April 9, 2019.
		CARRIED 5/2

COUNCILLOR SWANSON: That Council adopts the Travel and Subsistence Policy, Policy #Council-003, as amended, effective April 9, 2019.

146/19

CARRIED 7/0

INFORMATION:

1. CAO's Report

Discussion took place on the April 09, 2019, CAO Report, as circulated.

2. Public Works Report

Discussion took place on the April 09, 2019, Public Works Report, as circulated.

3. Councillor Verbal Reports

Councillor Swanson reported on the Town of Rocky Mountain House Recreation Board meeting and the Alberta Exponential Manufacturing Summit event.

Councillor Hoven reported on the Clearwater Crime Watch Association meeting.

Councillor Laird reported on the Rocky Mountain House Public Library Board meeting.

Councillor Vandermeer reported on presentations and keynote speakers at the AUMA Municipal Leaders' Caucus and the Economic Developers Association Conference.

Reeve Duncan reported on the Rocky-Clearwater Intermunicipal Development Committee's progress in development of draft intermunicipal collaborative framework and intermunicipal development plan. He also noted invitation to participate in the Coalition of Joint Municipalities for Energy.

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

147/19

CARRIED 7/0

RECESS:

Reeve Duncan recessed the meeting at 2:19 pm.

CALL TO ORDER:

Reeve Duncan called the meeting to order at 2:29 pm. with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, E. Hansen, S. Debiegne, M. Martinson, C. Heggart, A. Williams, W. Wedman, and T. Haight.

CLOSED SESSION:

COUNCILLOR SWANSON: That Council approves meeting as a Committee of the Whole, to discuss Item J1. Condor Public Services Building Project, in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 16 of the Freedom of Information and Protection of Privacy Act at 2:29 pm.

148/19

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. Condor Public Services Building Project.

R. Emmons (Advise) M. Hagan (Advice), E. Hansen (Advice), C. Heggart (Advice), S. Debiene (Advice), M. Martinson (Advice), W. Wedman (Admin Assistant), A. Williams (Admin Assistant) and T. Haight (Clerk).

COUNCILLOR SWANSON: That the meeting reverts to an Open Session 4:05 pm

149/19

CARRIED 7/0

COUNCILLOR LOUGHEED: That the meeting extends past 4:00 pm.

150/19

CARRIED 7/0

RECESS:

Reeve Duncan recessed the meeting at 4:05 pm.

CALL TO ORDER: Reeve Duncan called the meeting to order at 4:08 pm. with the following people present: Councillors Vandermeer, Laird, Lougheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, E. Hansen, S. Debiene, M. Martinson, C. Heggart, A. Williams, W. Wedman, and T. Haight.

COUNCILLOR LOUGHEED: That Council approves the total project costs for Condor Public Services Building in the amount of \$4,750,000; and that Council approves a budget adjustment of \$750,000 to increase the Condor Public Services Building Project and decrease Fire Capital Reserve.

151/19

CARRIED 6/1

ADJOURNMENT:
4:12 pm

COUNCILLOR HOVEN:

That the Meeting adjourns.

152/19

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER