

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held November 13, 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 Duncan with the following being present:

Reeve  
Councillors

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

Staff:

Chief Administrative Officer  
Recording Secretary  
Director, Agriculture & Community  
Services  
Director, Corporate Services  
Manager, Legislative & Intergovernmental  
Services  
Economic Development Officer

Rick Emmons  
Tracy Haight  
Matt Martinson  
Murray Hagan  
Christine Heggart  
Jerry Pratt

Delegates:

Morgan Dahmer  
Mike Day  
Ben Worth  
Christina McDonald

Media:

Diane Spoor

Public:

Marianne Cole

**AGENDA  
APPROVAL:**

The following items were added to the November 13, 2018, Regular Meeting Agenda:

- H5 Request from Riverview Campground; and,
- J2 Closed Session Verbal Report DRAFT Broadband Infrastructure Master Plan Options; *FOIP s.16 – Disclosure Harmful to Business Interests of a Third Party and s. 24 Advice from Officials.*

**COUNCILLOR VANDERMEER:** That the November 13, 2018 Regular Meeting Agenda is adopted as amended.

**501/18**

CARRIED 7/0

**CONFIRMATION  
OF MINUTES:**

**1. October 23, 2018 Organizational Meeting Minutes**

**COUNCILLOR LOUGHEED:**

That the Minutes of the October 23, 2018, Organizational Meeting are adopted as circulated.

**502/18**

CARRIED 7/0

**2. October 23, 2018 Regular Meeting Minutes**

COUNCILLOR SWANSON: That the Minutes of the October 9, 2018, Public Hearing for Bylaw 1044/18 are adopted as circulated.

503/18

CARRIED 7/0

**DELEGATIONS:**

**1. Medical Equipment Lending Society of West Central Alberta**

M. Dahmer, Executive Director, Medical Equipment Lending (MEL) Society of West Central Alberta, presented a proposal for Town of Rocky Mountain House and Clearwater County to jointly fund the Society's annual operating costs, estimated at \$80,000, for a five-year term. The Society, located in Rocky Mountain House, is a non-profit organization that provides medical equipment rental services to West Central Alberta residents.

COUNCILLOR HOVEN: That Council receives Medical Equipment Lending Society Delegation's Operational Funding Proposal for information as presented.

504/18

CARRIED 7/0

**2. Rocky Mountain House Public Library Board**

M. Day, Chair, Rocky Mountain House Public Library Board, and B. Worth, Manager, Rocky Mountain House Public Library, presented the Library's 2019 proposed budget that includes an approximate 6% increase over the current year's budget. The increase is mainly due to salary market adjustments and anticipated increase in the Library's program usage and attendance.

COUNCILLOR LAIRD: That Council receives Rocky Mountain House Public Library Board's 2019 Budget for information as presented.

505/18

CARRIED 7/0

**3. Rocky Kinsmen/Kinnettes Clubs – Festival of Trees**

C. McDonald, Festival of Trees Co-Chair, Rocky Kinsmen/Kinnettes Clubs, presented a request for \$700 from Clearwater County to sponsor sleigh/wagon rides during the 2018 Festival of Trees event taking place November 18 – 24.

COUNCILLOR VANDERMEER: That Council receives Rocky Kinsmen/Kinettes Clubs – Festival of Trees Delegation’s request for sponsorship as presented.

506/18

CARRIED 7/0

COUNCILLOR LAING: That Council sponsors \$700 for sleigh/wagon rides at the 2018 Festival of Trees event in Rocky Mountain House; and that funding is provided by the Agriculture and Community Services 2018 budget, with a corresponding transfer from Contingency, if required.

507/18

CARRIED 7/0

**AGRICULTURE &  
COMMUNITY  
SERVICES:**

**1. 2018 Agriculture Survey Results**

Agriculture and Community Services conducted a survey to determine how Clearwater County agricultural producers were affected by drought and unseasonable weather conditions in 2018. Results indicate most producers are experiencing increased operating and marketing challenges due to a reduction in crop/livestock feed quality and yields. The results will be posted on the County website and sent to federal/provincial agriculture partners and agencies.

It was noted that since the Minister of Agriculture and Agri-Food Canada updated the list of Prescribed Drought and Flood Regions to include Clearwater County, the federal Livestock Tax Deferral Provision program is available to eligible County livestock producers.

COUNCILLOR SWANSON: That Council receives the ‘2018 Clearwater County Agriculture Survey’ results for information as presented.

508/18

CARRIED 7/0

**2. Clearwater County and Chedderville All Hallows Church and Cemetery Society Agreement Renewal**

Clearwater County’s agreement renewal with Chedderville All Hallows Church and Cemetery Society authorizes the Society to oversee and manage the Chedderville Cemetery for a ten-year term, effective January 1, 2019.

Discussion took place on suggested amendments to Clause 9 in the agreement.

COUNCILLOR VANDERMEER: That Council approves the Clearwater County and Chedderville All Hallows Church and Cemetery Society Agreement with amendments to Clause 9 that specifies type of insurance coverage that the Municipality shall provide and identifies Clearwater County as the payer of the insurance policy premium.

509/18

CARRIED 7/0

**RECESS:** Reeve Duncan recessed the meeting at 10:29 am.

**CALL TO ORDER:** Reeve Duncan called the meeting to order at 10:40 am with the following people present: Councillors Vandermeer, Laird, Loughed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, C. Heggart, J. Pratt, D. Spoor, T. Haight, Rhonda Serhan, and Keith McCrae.

**PLANNING & DEVELOPMENT:** 1. Investment Readiness Assessment

On October 15, 2018, an Investment Readiness Assessment was conducted on Clearwater County by McSweeney and Associates, an economic development consulting firm, through provincial grants received from the Community and Regional Economic Support program. Assessment results recommend that the County create a local economic development strategy to improve investment readiness. The assessment also recommended an Action Plan for the Economic Development Strategy Working Group to follow in the creation of a local economic development strategy.

**COUNCILLOR HOVEN:** That Council receives the Investment Readiness Assessment results; and directs Administration to use the recommended Action Plan for the creation of a local economic development strategy.

**510/18** CARRIED 7/0

**CORPORATE SERVICES:** 1. Council, Board and Committee Remuneration Policy Update

The 'Council, Board and Committee Remuneration' policy amendments reflect changes to council and citizen-at-large rates and the elimination of a Deputy Reeve rate, as recommended by the Council Compensation Committee on June 12, 2018. The amended policy takes effect January 1, 2019.

It was noted that the Federal Government is removing the municipal elected officials' tax exemption, effective January 1, 2019.

**COUNCILLOR LAING:** That Council adopts the 'Council, Board and Committee Remuneration' policy, as amended, effective January 1, 2019.

**511/18** CARRIED 7/0

2. Request for Tax Penalty Waiver

Administration received a ratepayer's written request to waive penalties (\$15.62) for late payment of property taxes on Roll #4005284001.

Discussion took place and the following points were made:

- The number of unpaid tax rolls have steadily increased over the last three years.
- Taxes are due upon receipt of assessment notices which are mailed out in May.
- Penalty charge and date charges are applied comply with Clearwater County's Tax Penalty Bylaw.
- Mail-out of assessment and tax notices, including advertising and notification, met legislative requirements.

- Payment options are available to ratepayers, i.e. monthly tax installment plan, post-dated cheque(s).

COUNCILLOR LAIRD: That penalties for late payment of property taxes on Roll #4005284001 stand as applied.

512/18

CARRIED 7/0

MUNICIPAL:

**1. Canadian Natural Resources Ltd. (CNRL) Letter of Request re: Bill C-69**

Canadian Natural Resources Ltd. (CNRL) requested that Council provide a letter to Prime Minister Justin Trudeau encouraging the government to review Bill C-69 proposed legislation and consider its impact on industry and stakeholders before passing.

COUNCILLOR VANDERMEER: That Council sends a letter to Prime Minister Justin Trudeau encouraging a review of Bill C-69 and consider its impact on industry and stakeholders before passing.

513/18

CARRIED 7/0

**2. 2019-2022 Strategic Plan**

Council's public participation plan for the draft 2019-2022 Strategic Plan commenced October 2018. Council received feedback from five members of the public, prior to the October 31 deadline, with varied responses that mostly indicated support of Council's plans for growth and community/social development.

COUNCILLOR VANDERMEER: That Council adopts the 2019-2022 Strategic Plan as presented.

514/18

CARRIED 7/0

**3. Rural Municipalities of Alberta (RMA) Fall 2018 Resolutions Package**

Discussion took place on administrative recommendations for support/non-support of RMA Fall 2018 Resolutions.

COUNCILLOR LAIRD: That Council receives the Administrative Summary Report on Rural Municipalities of Alberta Fall 2018 Resolutions for information as presented.

515/18

CARRIED 7/0

**4. Council Christmas Greeting Advertising 2018**

Historically, Council submits a Christmas holiday greeting advertisement for publication in the Mountaineer, Western Star and Sundre Round Up.

The three advertisements ran for one week in December and included a full colour photo of Council and a Christmas greeting. Last year, the total cost for the three advertisements was \$1000 and costs were equally divided and paid by councillors.

COUNCILLOR SWANSON: That Council authorizes the publication of Christmas Greeting Advertisements in the Mountaineer, Western Star and Sundre Round Up and on social media, with costs equally divided and paid by Councillors.

516/18

CARRIED 7/0

**5. Request from Riverview Campground**

Riverview Campground is holding a 'Country Christmas' event at the campground from November 27 – December 22, 2018, where parade floats participating in the Rocky Parade of Lights will be on display.

Riverview Campground asks that Council consider parking the County's parade float at the campground during the event at a cost of \$150.00.

COUNCILLOR LAING: That Council authorizes the display of Clearwater County's parade float at Riverview Campground from November 27 – December 22 at a cost of \$150 funded by the Agriculture and Community Services 2018 Budget; and, requests a report from Riverview Campground on the event upon its completion.

517/18

CARRIED 7/0

**INFORMATION:**

**1. CAO's Report**

Discussion took place on the November 13, 2018 CAO's Report as circulated.

COUNCILLOR SWANSON: That Council confirms invited guests and dates/times, as scheduled for meetings with Ministers during the RMA Fall 2018 Conference.

518/18

CARRIED 7/0

**2. Public Works Report**

Discussion took place on the November 13, 2018, Public Works Report, as circulated.

**3. Councillor Verbal Reports**

Councillor Laing reported on Rocky Regional Waste Authority Board's proposed requisition increase.

Councillor Laird reported on the Rocky Mountain House Library Board's proposed 2019 budget; keynote speaker presentations and sessions at the Alberta Recreation and Parks Association conference; and various workshops that she attended.

Councillor Laird requested Council's authorization to sit on the Alberta Critical Incident Advisory Council.

COUNCILLOR SWANSON: That Council authorizes Councillor Laird's participation on the Alberta Critical Incident Advisory Council.

519/18

CARRIED 7/0

Councillor Hoven reported on the Parkland Regional Library Board and Caroline Municipal Library Board meetings.

Reeve Duncan reported on the Economic Developers Association 2018 Ministry Dinner he attended and recommended that in the future, this event is attended by the County's Economic Development Officer and Council representation is limited to one councillor.

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

520/18

CARRIED 7/0

**RECESS:** Reeve Duncan recessed the meeting at 12:10 pm.

**CALL TO ORDER:** Reeve Duncan called the meeting to order at 12:56 pm with the following people present: Councillors Vandermeer, Laird, Lougheed, Laing, Hoven and Swanson; R. Emmons, C. Heggart, Keith McCrae, Erik Hansen, and T. Haight.

**CLOSED SESSION:**

COUNCILLOR SWANSON: That Council approves meeting as a Committee of the Whole, to discuss Item J1. Land Development and Item J2 DRAFT Broadband Infrastructure Master Plan Options, in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Sections 16 and 24 of the Freedom of Information and Protection of Privacy Act at 12:56 pm.

521/18

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 Land Development:

R. Emmons (Advise) E. Hansen (Advice), K. McCrae (Advice), C. Heggart (Advice) and T. Haight (Clerk).

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 the Draft Clearwater Broadband Infrastructure Master Plan Options:

R. Emmons (Advise) E. Hansen (Advice), C. Heggart (Advice) and T. Haight (Clerk).

**522/18** COUNCILLOR SWANSON: That the meeting reverts to an Open Session at 4:25 pm.  
CARRIED 7/0

**523/18** COUNCILLOR LAING That the meeting extends past 4:00 pm.  
CARRIED 7/0

**RECESS:** Reeve Duncan recessed the meeting at 4:25 pm.

**CALL TO ORDER:** Reeve Duncan called the meeting to order at 4:26 pm with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, E. Hansen and T. Haight.

**524/18** COUNCILLOR HOVEN: That Council moves forward with a review of the Intermunicipal Development Plan for the North Development Area and associated agreements.  
CARRIED 7/0

**525/18** COUNCILLOR VANDERMEER: That Council moves forward with preliminary engineering for a Broadband Project in 2019 to meet required federal/provincial grant application criteria.  
CARRIED 5/2



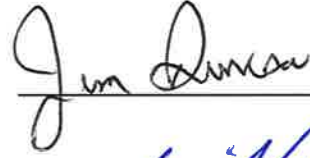
**ADJOURNMENT:**  
**4:27 pm**

**COUNCILLOR LOUGHEED:**

That the Meeting adjourns.

**526/18**

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER