

Minutes of a Special Joint Council Meeting of Clearwater County, Province of Alberta, and Town of Rocky Mountain House, Province of Alberta, held May 17, 2016 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 Alexander and Mayor Nash with the following being present:

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|---------------------------------------|-------------------|
| Clearwater County: | |
| Reeve - | Patrick Alexander |
| Councillors - | Curt Maki |
| | Earl Graham |
| | John Vandermeer |
| | Kyle Greenwood |
| | Ron Leaf |
| | Tracy Haight |
| County CAO - | |
| Recording Secretary - | |
| County Staff - | |
| Communications Coordinator | Christine Heggart |
| Manager, Planning | Keith McCrae |
| Town of Rocky Mountain House: | |
| Mayor - | Fred Nash |
| Councillors - | Manfred Ullmann |
| | Tammy Burke |
| | Sheila Mizera |
| | Donald Verhesen |
| | Todd Becker |
| Town CAO - | |
| Town Staff - | |
| Director, Corporate Services | Lynn Webster |
| Director, Planning & | |
| Community Development | Brad Dollevoet |
| Parkland Community Planning Services: | Meghan Jenkins |
| BPS Consulting: | Bill Shaw |
| Public: | James Kult |
| | Dan Burger |
| Media: | Jordan Johnston |

**AGENDA
APPROVAL:**

COUNCILLOR MAKI: That the May 17, 2016 Special Joint Council Meeting Agenda be accepted as presented.

177/16 CARRIED 5/0

COUNCILLOR MIZERA: That the May 17, 2016 Special Joint Council Meeting Agenda be accepted as presented.

CARRIED 5/0

Ron Leaf provided an overview of steps taken since the fall of 2014 leading up to the development of a proposed Joint Development Area Agreement (JDA) between the Town of Rocky Mountain House and Clearwater County and draft amendments to the Intermunicipal Development Plan (IDP).

Councillor Jim Duncan joined the meeting at 9:05 a.m.

Todd Becker stated the Intermunicipal Development Plan Committee used key objectives from the strategic plans of both Clearwater County and Town of Rocky Mountain House Councils in the development of the proposed JDA and amendments to the IDP as well as key principles to guide the process, which were:

- Facilitate economic development in the Rocky-Clearwater region.
- Build on the “Stronger Together” governance framework principles.
- Open up new lands for commercial and industrial development.
- Create a planning framework that expedites the approval process.
- Create an attractive investment area that utilizes the Town’s and County’s shared assets.

The Committee also ensured conformance to existing bylaws and policies and took into account budget plans, regional sustainability and collaboration for economic development.

Councillor Randall Sugden joined the meeting at 9:08 a.m.

Mr. Becker introduced Bill Shaw, Consultant, BPS Consulting and Meghan Jenkins, Planning Manager, Parkland Community Planning Services.

MUNICIPAL:

1. Draft Joint Development Area Agreement and Draft Intermunicipal Development Plan

Meghan Jenkins provided an overview of the proposed JDA and noted the agreement’s intent is to promote sustainable economic development that jointly benefits the Town and County through commercial and industrial development.

Ms. Jenkins outlined the proposed boundaries of the joint development area (approximately 600 hectares) and noted this area minimizes the impact of municipal jurisdictional boundaries and offers the availability of town services for water and wastewater.

Discussion took place on the economic advantages of having an established joint development area to facilitate economic growth, similar to other municipalities in the central Alberta region, and the benefits of having industrial/commercial lots in one area rather than developing in an ad-hoc manner throughout the County.

Ms. Jenkins noted the JDA provides general principles and an overarching consistent policy framework for land development in an area with benefit for both the Town and the County. Development is anticipated to be undertaken by private developers; however the Town and the County may consider undertaking the development of lands in the JDA themselves, either jointly or separately, and any such development shall be addressed in a separate agreement.

Ms. Jenkins explained a separate Joint Service Agreement will address offsite levies, capital cost contributions and utility charges for Town water and wastewater services.

The County will share 50% of the tax revenue collected from the JDA with the Town, with the exception of linear and well drilling equipment tax assessments. Mr. Leaf responded to questions and noted that linear assessment is recommended as exempt as linear and M&E assessments figure into the Town’s and County’s Revenue Sharing Agreement. Additionally, the IDP Committee’s principles reflected that tax sharing would be based on new development, not existing.

Keith McCrae responded to questions and confirmed the joint development area was inspected for linear property. Bill Shaw stated inspection results confirmed little to no linear property in the area.

Ms. Jenkins explained that this agreement has a forty (40) year term. Once the forty (40) years has expired, the agreement may be terminated by either municipality giving written notice of at least twenty-four months. The agreement is to be reviewed on a five year basis in conjunction with the IDP review, or as agreed upon by both municipalities.

Discussion took place on the Town's growth projections over the next 10 – 20 years and that this initiative should encourage growth. It was noted the JDA is a design concept which refines the current IDP principles that previous councils endorsed.

Discussion took place on the JDA's intent to allow for the provision of water and wastewater services by the Town. Servicing will allow for a higher density of development than what is currently available so as to make development projects viable. Town of Blackfalds/Lacombe County and Town of Drayton Valley/Brazeau County were noted as examples of JDAs that facilitated regional growth within those communities.

Concerns were expressed with the Town incurring costs for servicing and the ability to recoup those costs. It was noted that if servicing was fronted by either municipality, these costs would be able to be recouped back by both municipalities when private development occurs through off-site levies and/or Endeavours to Assist. Ms. Jenkins noted Section 1, Clause 1.3 of the JDA provides opportunity for amendments to the area to accommodate development adjacent to the joint development area to be included in the joint development area.

Brad Dollevoet responded to questions and confirmed the JDA represents a partnership between the Town and County to strategically attract development. The Town's two priorities are to encourage both residential and industrial/commercial development. Annexation areas to the north and south of Town meet those priorities and supports all forms for development.

Mr. McCrae responded to questions regarding Section 2, Clause 2.2 and confirmed an Area Structure Plan (ASP) for the JDA will be required. Various engineering studies (e.g. water, wastewater, transportation, wetland assessments) are currently underway as part of the development of the ASP.

Concerns were expressed regarding the return on investment for infrastructure, diminishing motivation for developers to market lots, and "leapfrogging" development. It was noted that the JDA provides the incentive for private investment to occur, and the possible extension of water and wastewater servicing provides additional incentive for development to occur to capitalize on the infrastructure in place.

Ms. Jenkins identified the area on the northeast side of Chicken Creek in the SE ¼ 2-40-7-W5 as unpractical for development due to topographical conditions. Mr. Dollevoet noted that this area is still subject to shared taxation.

Ms. Jenkins reviewed Policy Direction 4.4 of the proposed updates to the Intermunicipal Development Plan and Mr. Dollevoet confirmed that the current IDP states servicing outside the Town's boundary requires a joint development agreement in place.

Ms. Jenkins explained the annexation process and noted the Town would complete an area structure plan for the north and south annexation areas. Mr. Dollevoet explained the Town's area structure plan/outline plan development process.

Ms. Jenkins reviewed amendments to Section 6.0 and noted due to a change in Alberta Transportation’s priorities on not requiring the provision of a Hwy. 11 ring road, Section 6, Clause 6.8 is deleted.

Ms. Jenkins reviewed Section 8.4 Clause 8.4.3 and inquired if reference should be made to a time frame. It was suggested to obtain legal clarification.

Discussion took place on obtaining a general consensus in principle from both Councils, obtaining public opinion, and conducting preliminary studies before moving forward with a joint services agreement.

COUNCILLOR BURKE: That the Town of Rocky Mountain House Council accepts in principle the draft Joint Development Area Agreement and the draft Intermunicipal Development Plan.

CARRIED 6/0

COUNCILLOR VANDERMEER: That Clearwater County Council accepts in principle the draft Joint Development Area Agreement and the draft Intermunicipal Development Plan.

178/16

CARRIED 6/0

Discussion took place on landowner and public engagement and processes, as required by legislation, which will focus on direct and comprehensive communication to ensure that affected landowners and the general public are well informed and public comments are received. Discussion continued on suitable formats that include written communication and face-to-face meetings, and scheduling of the engagement/consultation process to receive public and landowner feedback in a timely manner. Discussion followed on June 15 as the proposed date for a public open house.

COUNCILLOR MIZERA: That the Town of Rocky Mountain House Administration schedules a meeting with landowners within the proposed annexation and joint development areas, and Council; and that a public open house is scheduled as soon as practicable.

CARRIED 6/0

COUNCILLOR DUNCAN: That Clearwater County Administration schedules meeting with landowners within the proposed annexation and joint development areas, and Council; and that a public open house is scheduled as soon as practicable.

179/16

CARRIED 6/0

ADJOURNMENT:
11:12 A.M.

COUNCILLOR NASH:

That the Meeting adjourns.

CARRIED 6/0

COUNCILLOR MAKI:

That the Meeting adjourns.

180/16

CARRIED 6/0



Reeve
Clearwater County



Mayor
Town of Rocky Mountain House



Chief Administrative Office
Clearwater County



Chief Administrative Officer
Town of Rocky Mountain House

Clearwater County, Province of Alberta.

WRITTEN NOTICE OF A SPECIAL MEETING OF COUNCIL CALLED
UNDER AUTHORITY OF SECTION 194 OF THE MUNICIPAL
GOVERNMENT ACT.

TO:

Reeve:
Councillors:

Patrick Alexander
Earl Graham
John Vandermeer
Kyle Greenwood
Curt Maki
Jim Duncan
Theresa Laing

The Reeve has requested that a special meeting of council be held in the Clearwater County council chambers on Tuesday, May 17, 2016, commencing at 9:00 A.M. for the purpose of discussing and acting upon the following item of business.

AGENDA

1. DRAFT Intermunicipal Development Plan and DRAFT Joint Development Area Agreement


CHIEF ADMINISTRATIVE OFFICER
Clearwater County