

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held February 28, 2017, 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 Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	Earl Graham
	John Vandermeer
	Kyle Greenwood
	Theresa Laing
	Jim Duncan
	Curt Maki

Staff:	
Chief Administrative Officer	Ron Leaf
Recording Secretary	Tracy Haight
Director, Public Works	Marshall Morton
Director, Corporate Services	Rodney Boyko
Director, Community & Protective Services	Ted Hickey
Manager, Legislative Services	Christine Heggart
Manager, Operations	Erik Hansen
Project Technologist	Kate Reglin

Town of Rocky Mountain House Staff:	
Chief Administrative Officer	Todd Becker
Director, Engineering & Operations	Rod Fraser

Media:	Laura Button
	Keanna Nelson
	Helge Nome

Public:	Wayne Von Hollen
	Marianne Cole

**AGENDA
APPROVAL:**

Additions to Item I3 – Councillor Verbal Reports were requested as follows:

- 'Red Deer Regional Hospital Centre – Public Meeting' by Councillor Maki;
- 'West Fraser Forestry Tour', 'Canada 150 Committee Update', and 'Telephone Town Hall Meeting hosted by Alberta Environment Minister Phillips' by Councillor Duncan.

COUNCILLOR MAKI:	That the February 28, 2017 Regular Meeting Agenda is adopted as amended.
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CONFIRMATION
OF MINUTES:

1. January 24, 2017 Special Meeting Minutes

COUNCILLOR LAING: That the Minutes of the January 24, 2017 Special Meeting are adopted as circulated.

065/17

CARRIED 7/0

1. February 14, 2017 Regular Meeting Minutes

COUNCILLOR DUNCAN: That the Minutes of the February 14, 2017 Regular Meeting are adopted as circulated.

066/17

CARRIED 7/0

PUBLIC
WORKS:

1. Town of Rocky Mountain House Report: Wastewater Treatment Facility

R. Fraser provided information on Town of Rocky Mountain House's wastewater treatment facility operations and noted although wastewater treatment results are compliant with Alberta Environment regulations, testing identified Total Suspended Solids (TSS) and un-ionized ammonia levels occasionally exceed new federal regulations.

Town Administration is working with a consultant to assess and identify facility and operational requirements and develop strategies to meet Environment Canada's regulations. Upon completion of the assessment, Town Administration will report to Town and County Councils.

COUNCILLOR MAKI: That Council receives the Town of Rocky Mountain House Wastewater Treatment Facility report as presented by Rod Fraser, Director of Engineering and Operations, Town of Rocky Mountain House for information.

067/17

CARRIED 7/0

R. Fraser and T. Becker left the meeting.

2. Policy Review: Final Draft Policies Associated with the Highway Management Bylaw

E. Hansen reviewed the final draft amendments Council accepted on February 14 for the following policies associated with Bylaw 1018/16 Highway Management:

1. Permitting of Road Allowances Policy
 - 'Permit Application' changed to 'License Application'
 - Authorizing the CAO or designate as licensor
 - Addition of liability insurance requirements

- Addition of signage requirements on undeveloped road allowances when grazing livestock
- 2. Isolated Access Roads Policy
 - Addition of definitions
 - Addition of licensing requirements for Isolated Access Roads
 - Authorizing the CAO or designate as licensor
 - Addition of liability insurance requirements
- 3. Road Weights Control Policy; and,
- 4. Road Use Industrial/Commercial Truck Haul Policy
 - 'Road Use Agreements' changed to 'Road Use Permits'.

COUNCILLOR VANDERMEER: That Council adopts the Road Allowance License Agreement and Permitting of Road Allowances, Isolated Access roads, Road Weights Control and Road Use Industrial/Commercial Truck Haul policies as amended.

068/17

CARRIED 7/0

3. FireSmart Ecology Trail Gravel Haul

M. Morton presented Alberta Agriculture and Forestry's request for Clearwater County to truck 250 yards of supplied gravel from Nordegg Quarry to Frontier Lodge for use on FireSmart Ecology trails. Trucking costs are estimated at \$2,500 for staff time and equipment use.

Discussion took place and it was noted that aiding ecology trail development demonstrates collaboration with provincial agencies and supports local initiatives for trail development and FireSmart programs in the West Country.

COUNCILLOR DUNCAN: That Council approves Alberta Agriculture and Forestry's request to haul supplied gravel from Nordegg Quarry to Frontier Lodge for use on FireSmart Ecology trails.

069/17

CARRIED 6/1

4. Winter Maintenance of West Country Roads

M. Morton stated Administration received a public inquiry regarding lack of winter maintenance on Cut Off Creek Road. Historically, Clearwater County only performs summer maintenance on the following limited access roads: Cut Off Creek Road, Humming Bird Road, Chungo Road north of the Blackstone Gap Access, Wapiabi Road, Blackstone Gap Road, Northfork Road west of Thunder Mountain and forestry tower roads that are under County jurisdiction in the West Country. Winter maintenance is not done on these roads as public access is limited to recreational snowmobile activities and accessing privately owned traplines in remote areas.

Administration recommends placement of 'No Winter Maintenance' signs on all the above-mentioned roads to minimize legal liability.

Discussion took place on the level of service to limited access roads and the following points were noted: the trappers' staging area on Cut Off Creek Road would be lost if it was plowed; and, the budget would incur significant increases if winter maintenance was done.

070/17 COUNCILLOR DUNCAN: That Council approves placement of 'No Winter Maintenance' signs on all roads in the West Country presently not maintained by the County in the winter.

CARRIED 6/1

Roger Smolniki joined the meeting. M. Morton, K. Reglin, and E. Hansen left the meeting.

COMMUNITY &
PROTECTIVE
SERVICES:

1. 10:00 am Credit Union Co-op Aquatic Centre Deck Shoring and Replacement

T. Hickey stated Town of Rocky Mountain House completed a Request For Proposal (RFP) on the Aquatic Centre's deck shoring and replacement project. Although the project was initially planned over a two-year period at a cost of \$490,000.00, the successful bidder indicated there is potential for \$227,199.48 in cost savings if the project is completed in one year.

As per Clearwater County and Town of Rocky Mountain House recreation 50/50 cost share agreement, Council budgeted \$70,000 for 2017 and \$175,000 for 2018 for a two-year project. A one year project, with a total cost of \$262,800.52 including 10% contingency, would increase Council 2017 budget to \$131,400.26 therefore requiring Council's approval.

COUNCILLOR DUNCAN: That Council approves an additional \$61,400.26 for the 2017 Recreation budget from the Contingency fund.

071/17 CARRIED 7/0

Rick Emmons, Keith McCrae and Eleanor Pengelly joined the meeting.

PLANNING:

1. Communication Tower Application Fee

R. Emmons stated a resident asks that Council considers reimbursing the \$300 development permit fee paid to install a telecommunications tower, for personal use, on their property. The fee, charged as per Clearwater County's Land Use Bylaw, Section 7.9, is listed under 'Commercial' on Schedule A of the Development Permit Fees policy.

Administration conducted a survey of municipalities to ensure the County's fee is comparable with other municipalities and results determined although the fee is comparable for both commercial and private towers, there are variations with how a municipality classifies a tower as private or commercial. As Clearwater County classifies all telecommunication towers as 'commercial', Administration suggests removing the wording 'Commercial' from Schedule A to eliminate confusion and misinterpretation.

R. Emmons responded to questions and discussion took place with the following points noted:

- permitting telecommunication towers, whether for personal or commercial use, ensures safety compliance and provides opportunity for consultation with affected landowners and/or the public;
- the current Land Use Bylaw reflects previous Council's direction for a 'user pay' system rather than ratepayers subsidizing personal costs; and,

- the permit fee is used to cover costs for required landowner and/or public notification.

COUNCILLOR MAKI: That Council upholds Clearwater County's current Land Use Bylaw and directs Administration to remove the "commercial" wording from the Development Permit Fees policy's Schedule A attachment.

072/17 CARRIED 4/3

3. Joint Council Meeting Request

R. Emmons stated Town of Rocky Mountain House Council requests a joint special council meeting to discuss the Area Structure Plan (ASP) process, review ASP concepts and address any resulting concerns.

Discussion followed on potential dates and councillor availability.

COUNCILLOR VANDERMEER: That Council proposes March 13, 14, or 17 as potential meeting dates for the Special Joint Council Meeting with Town of Rocky Mountain House Council.

073/17 CARRIED 7/0

COUNCILLOR DUNCAN: That the Reeve, Mayor, Chief Administrative Officers and Directors of Planning prepare the Special Joint Council Meeting Agenda.

074/17 CARRIED 7/0

Michelle Swanson, John Reid, and Clayton Berg joined the meeting.

DELEGATION: 1. Clearwater Broadband Foundation

C. Berg presented a Power Point 'A Broadband Solution for Clearwater County' and explained Clearwater Broadband Foundation's (CBF) rationale for implementing a fibre based strategy to supply internet broadband service for Clearwater County residents.

- J. Reid outlined CBF's proposal for six sub-projects in 2017 as follows:
1. Deploy 16km fibre (buried/aerial) with one highway crossing in eastern part of county.
 2. Deploy 22 km fibre (buried) with one highway crossing in another eastern part of county.
 3. Install a small fibre cluster, temporarily served by a radio link, in a moderately populated part of county.

- 4. Install a fibre cluster, temporarily served by a microwave link, in a more densely populated subdivision in the county.
- 5. Supply service to businesses along trunk route.
- 6. Install a combination fibre-cluster/wireless interim solution for Nordegg.

Bob Haagsma joined the meeting.

J. Reid noted the budget for above mentioned projects is estimated is at \$3,480,000.00 which includes costs for public engagement, a survey to determine underserved areas, working capital plus 15% contingency in 2017, and detailed business/design plans for expansion in 2018.

- J. Reid stated CBF asks Council to consider the following:
- Loaning CBF \$3,480,000.00 over 25 years, principle and interest free for the first five years, with a modest interest rate charged for the remaining 20 years.
 - Use of, and cooperation from, County staff resources and departments to facilitate fibre deployment and completing grant applications for projects.
 - Developing a 'dig-once' broadband deployment policy focused on increasing coordination between government agencies and utility companies to decrease the frequency of highway excavation.
 - Responding to CBF's requests in a timely manner so that CBF can begin the projects as soon as possible.

C. Berg and J. Reid responded to questions and explained project details. Discussion took place on CBF's business plan and financial forecast and J. Reid noted that over a six-year roll-out, project costs are estimated at \$30-45 million with anticipated funding from borrowings, grants, capital equity financing and operations revenue.

COUNCILLOR VANDERMEER: That Council receives the Clearwater Broadband Foundation Delegation's information as presented.

075/17

CARRIED 7/0

RECESS: Reeve Alexander recessed the meeting for lunch at 12:00 pm.

CALL TO ORDER: Reeve Alexander called the meeting to order at 12:39 p.m. with the following people present: Councillors Graham, Duncan, Vandermeer, Laing, Maki and Greenwood; Ron Leaf, Rodney Boyko, Christine Heggart, Ted Hickey, and Erik Hansen.

INFORMATION: 1. CAO's Report

R. Leaf reviewed dates for upcoming events and meetings in March. He also noted Clearwater County Crime Watch is sponsoring a Crime Prevention Tradeshow March 11 from 11:00 am to 3:00 pm.

R. Leaf asked which municipality Council wishes to meet with during the AAMDC Convention. Discussion followed and it was determined to extend a meeting invitation to Municipal District of Bighorn Council to discuss provincial designation of protected areas within the municipality.

Keanna Nelson and Laura Button joined the meeting.

3. Councillor's Verbal Report

Councillor Maki requested authorization to attend a public meeting regarding the Red Deer Regional Hospital Centre scheduled for later today.

COUNCILLOR GREENWOOD: That Council authorizes Councillors attendance at the Red Deer Regional Hospital Centre public meeting on February 28.

076/17

CARRIED 7/0

Councillor Duncan reported on Alberta Environment Minister Phillips responses to inquiries made during a telephone town hall meeting on several issues. Councillor Duncan inquired on the province's plan for managing recreation use in public land use zones. The Minister intends to consult and engage Albertans and stakeholders on this issue.

Councillor Duncan reported on the Canada 150 Celebration kick-off event held last weekend and noted the event was well attended and volunteer support was exceptional.

Councillor Duncan reported on the West Fraser Forestry Tour he attended and noted the tour provided insight on logging operations and forest management.

COUNCILLOR GREENWOOD: That Council receives the CAO Report, Public Works Director's Report, Councillor Verbal Report, Accounts Payable Listing and Councillor Remuneration as information.

077/17

CARRIED 7/0

MUNICIPAL:

1. Clearwater Broadband Foundation – Administrative Review

R. Leaf noted as per Council's procedural bylaw, Administration is to provide Council with written recommendations on requests received from delegations. Therefore, should Council wish to consider CBF's proposal, Administration suggests a review that includes the following:

- 1. CBF Business Plan Review
- 2. Legal Entity & Legal Agreements
- 3. Grant Eligibility of County and/or CBF
- 4. Technology Plan Review
- 5. Municipal Support

R. Boyko noted the review will identify financial risks and liabilities to Clearwater County regarding loans to CBF.

R. Leaf responded to question and explained anticipated time challenges with meeting CBF's request for an immediate response includes: identifying other funding sources, including availability and eligibility for grant funding; obtaining legal opinions and evaluations; reviewing requests from local internet service providers for letters of support in their grant applications; and, reviewing technology and programs currently under development. Administration

intends to meet with CBF to establish a timeline for completion of the review and submission of the final report to Council in a timely manner.

COUNCILLOR VANDERMEER: That Administration provides Council with an administrative report and recommendation regarding the Clearwater Broadband Foundation proposal.

078/17

CARRIED 6/1

PLANNING:

2. Joint Development Area Status Update

K. McCrae provided an update on work in progress related to the development of Clearwater County's Area Structure Plan (ASP) for 11 quarter sections north of Rocky Mountain House.

K. McCrae noted the following:

- The ASP provides a framework for economic development within Clearwater County while complementing development within the Town of Rocky Mountain House.
- The ASP intends to guide future commercial, industrial and community service land uses, which are serviced with communal water and wastewater through a joint servicing agreement between the Town and County.
- With an ASP in place, the area is poised to become a future employment hub with corresponding residential development taking place within the Town.

K. McCrae provided a summary of the open house event, held on February 16, to solicit public comment and respond to inquiries regarding the proposed ASP. Administration is compiling written feedback and comments received from the public for the planning team's consideration and intends to share responses with Council and the Intermunicipal Development Planning (IDP) Committee.

K. McCrae noted next steps include: drafting an ASP document that contains planning principles, development concepts, land use policies and land details; drafting new Land Use Districts that coincides with the ASP document; and, engaging public consultation at a second open house.

K. McCrae responded to questions and explained the role of the IDP Committee, consisting of three members from each Town and County councils, acts as a steering committee that reviews, shares information and provides recommendations regarding intermunicipal planning considerations and concerns.

COUNCILLOR GREENWOOD: That Council receives the Joint Development Area Status Update as information.

079/17

CARRIED 7/0

3. FCM 2017 Conference Attendance

Ron Leaf requested direction from Council on attendance at the 2017 Federation of Canadian Municipalities (FCM) conference scheduled for June 1 – 4 in Ottawa.

Reeve Alexander and Councillors Vandermeer and Duncan indicated interest in attending.

COUNCILLOR GRAHAM:

That Council approves Reeve Alexander's and Councillors Vandermeer and Duncan's attendance at the 2017 FCM Conference.

080/17

CARRIED 7/0

Councillor Vandermeer left the meeting at 1:48 pm.
Laura Button and Keanna Nelson left the meeting.

MUNICIPAL:

2. AAMDC Spring 2017 Resolutions – Verbal Report

Ron Leaf provided background information and administrative comments on the AAMDC Spring 22016 Resolutions.

Discussion took place on Resolution 4-17S for the collection of outstanding taxes for education requisitions from the Province of Alberta. There are concerns with the consequences and impact on municipalities if rolling deficits associated with the collection of school taxes are implemented.

Discussion took place on Resolution 9-17S requesting a legal opinion on proposed policies for species at risk. Councillor Graham confirmed if the resolution passes, AAMDC would be responsible for legal costs.

COUNCILLOR MAKI:

That Council receives the AAMDC 2017 Spring Resolutions – Verbal Report as information.

081/17

CARRIED 7/0

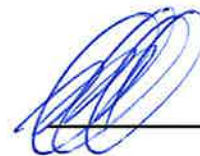
ADJOURNMENT:
2:04 pm

COUNCILLOR MAKI:

That the Meeting adjourns.

082/17

CARRIED 7/0



REEVE


CHIEF ADMINISTRATIVE OFFICER