

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held December 13, 2016, 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
	Jim Duncan
	Kyle Greenwood
	Theresa Laing
	Curt Maki

Staff:	
Chief Administrative Officer	Ron Leaf
Recording Secretary	Tracy Haight
Director Public Works	Marshall Morton

Director Corporate Services	Rodney Boyko
Communications	Christine Heggart
Manager, Operations	Erik Hansen
Manager, Finance	Rhonda Serhan
Community Relations Advisor	Jerry Pratt

Media:	Laura Button
	Helge Nome
	Keanna Nelson

Public:	Marianne Cole
	Michelle Swanson
	Murray Welch

**AGENDA  
APPROVAL:**

COUNCILLOR MAKI:	That the December 13, 2016 Regular Meeting Agenda be adopted as circulated.
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393/16

CARRIED 7/0

**CONFIRMATION  
OF MINUTES:**

1. November 22, 2016 Regular Meeting Minutes

COUNCILLOR GRAHAM:	That the Minutes of the November 22, 2016 Regular Meeting are adopted as circulated.
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394/16

CARRIED 7/0

Christine Heggart joined the meeting.

**PUBLIC  
WORKS:**

**1. Administration Building and Operations Facility Close Out Report**

Erik Hansen presented the 'Design Phase Close-Out Report', as prepared by Pivotal Projects, on the County's new administration building and operations facility. The report includes drawings, forecasted costs and construction timelines for both Phase 1 and 2 of the project. Although the project is tender ready, it is currently on hold pending approval by Council.

Discussion took place on the practicality of reviewing estimated project costs after the area structure plan, joint development and service agreements are completed for the area.

Rick Emmons, Matt Martinson and Ted Hickey joined the meeting.

COUNCILLOR GREENWOOD: That Council receives the 'Design Phase Close-Out Report' for information as presented.

395/16

CARRIED 7/0

**AGRICULTURE  
SERVICES &  
LANDCARE:**

**1. West Country Management**

Rick Emmons stated local stakeholders in and adjacent to the Bighorn Backcountry expressed concerns with special interest groups lobbying the provincial government to designate the area as a 'wildland park' without stakeholder/public consultation and before the finalization of the government's North Saskatchewan Regional Plan.

Discussion followed on the Bighorn Backcountry, currently designated as a Public Land Use Zone (PLUZ), includes areas for recreation and tourism, such as the David Thompson Recreation Nodes and the Hamlet of Nordegg, and forestry and oil/gas industry use. Changes to the area's designation may significantly impact development and growth supported by Clearwater County.

COUNCILLOR VANDERMEER: That Council tables Item F1 West Country Management to accommodate scheduled delegations.

396/16

CARRIED 7/0

Glenn and Joanne Allen and Stephen Kenny joined the meeting.

**DELEGATIONS:**

**1. Cartier Creek Subdivision**

Glenn Allen, Cartier Creek Subdivision property owner, presented a slide show, 'Encroachment on Municipal Reserve – Clearwater County' illustrating the number and type of structures currently located in the Cartier Creek Subdivision municipal reserve.

Steven Kinney, Cartier Creek Subdivision property owner, noted property and municipal reserve boundaries in the subdivision. He noted his concerns with decreased property values, limited scenic views and restricted public access resulting from the placement of structures in the municipal reserve.

Mr. Allen and Mr. Kenney requested that Clearwater County enforce the removal of structures encroaching on the municipal reserve.

COUNCILLOR GREENWOOD: That Council receives the information as presented by the Residents of Cartier Creek Subdivision delegation.

397/16

CARRIED 7/0

**2. Weyerhaeuser**

Bob Winship, Forest Resources Manager, Weyerhaeuser Pembina Timberlands, presented a slide show, 'Weyerhaeuser-Pembina Timberlands Forest Management Plan' outlining Weyerhaeuser's stakeholder engagement process for its forest management agreement areas and provided an overview of forest tenure and management plans in the region.

COUNCILLOR MAKI: That Council receives the information as presented by the Weyerhaeuser delegation.

398/16

CARRIED 7/0

Michelle Swanson and Bob Haagsma joined the meeting.

**3. Clearwater Broadband Foundation**

Michelle Swanson, Chair, Clearwater Broadband Foundation (CBF), presented a slide show, 'The Connected Community – Fibre Optic High Speed Internet' that outlined CBF's proposal for a three-phase project to supply open access high-speed internet service to residents west of Rocky Mountain House along Highway 11A and east of Rocky Mountain House north of Highway 11 to Condor..

M. Swanson stated CBF is a recently incorporated and registered not-for-profit society with a membership consisting of residents and business operators residing in the municipalities of Clearwater County, Town of Rocky Mountain House and the Village of Caroline. M. Swanson noted CBF's objectives are: advocate for an open-access broadband system; participate in the development of a reliable system; leverage and improve local resources for the development and operation of a system; and, promote technology in all three municipalities.

M. Swanson requested that Council consider funding the project and authorizing administrative support from Planning and Public Works departments for project implementation.

COUNCILLOR LAING: That Council receives the information as presented by the Clearwater Broadband Foundation delegation.

399/16

CARRIED 7/0

COUNCILLOR MAKI: That Council raises Item F1 West Country Management from the table.

400/16

CARRIED 7/0

**AGRICULTURE  
SERVICES &  
LANDCARE:**

**1. West Country Management**

Discussion took place on continuing the County's efforts in lobbying the government for the approval of the Province's 'David Thompson Corridor Integrated Resource Plan' and for the support of tourism and recreational development in David Thompson Recreation Nodes.

Discussion continued on whether the Minister of Alberta Environment and Parks is aware of past and continued efforts from the County and other stakeholders for the protection, stewardship, and management of the Bighorn Backcountry area.

Ivan Dijkstra and Jesse Kurtz joined the meeting.

COUNCILLOR GRAHAM:

That Council sends a letter requesting a meeting with the Minister of Alberta Environment and Parks to discuss the following: provincial approval of the David Thompson Corridor Integrated Resource Plan; provincial support for the development of the David Thompson Recreation Nodes; and, the regional economic benefits associated with the Plan and recreation/tourism development in the area.

401/16

CARRIED 7/0

Ron Leaf introduced Jesse Kurtz, Interim Fire Chief, Clearwater Regional Fire Rescue Services.

**COMMUNITY &  
PROTECTIVE  
SERVICES:**

**1. Sundre Fire Services Agreement**

Ivan Dijkstra, Deputy Fire Chief, Clearwater Regional Fire and Rescue Service (CRFRS), stated Administration recommends that first response fire service for the southern portion of the County, currently provided by the Town of Sundre Fire, is transferred to the CRFRS Caroline Station to meet CRFRS Committee's goal of a 0% cost increase for the 2017 budget.

Deputy Fire Chief Dijkstra responded to questions and explained Administration reviewed Sundre Fire's incident response charges from 2014 to date and determined the transfer of services will result in an estimated \$25,000 budget reduction for 2017 without a significant impact on service or response times to the ratepayers of Clearwater County.

COUNCILLOR GRAHAM:

That Council approves transferring first response fire service for the southern portion of the County to the Clearwater Regional Fire and Rescue Service Caroline Station from the Town of Sundre Fire.

402/16

CARRIED 7/0

**RECESS:**

Reeve Alexander recessed the meeting for lunch at 11:56 am.

**CALL TO ORDER:** Reeve Alexander called the meeting to order at 12:38 pm with the following people present: Councillors Graham, Duncan, Maki, Vandermeer, Laing and Greenwood; Ron Leaf, Ted Hickey, Jerry Pratt, Rhonda Serhan, Rodney Boyko, Rick Emmons, Keanna Nelson, Laura Button, Michelle Swanson and Murray Welch.

**PLANNING:**                    **1.      Cartier Creek Subdivision**

Rick Emmons provided a history of Administrative responses over the past 30 years to complaints of encroachment issues on the Cartier Creek Subdivision municipal reserve (MR).

To address the most recent encroachment issues and limit community fracturing, Administration proposed that residents enter into an easement agreement with the County that addresses MR right of access and liability issues while allowing structures to remain on the MR.

Discussion took place on whether to enforce the removal of structures on the MR, as per the Municipal Government Act Section 671(2), or allow the structures to remain with an easement agreement.

COUNCILLOR VANDERMEER:    That Administration enforce Section 671(2) of the Municipal Government Act regulations concerning usage of the Municipal Reserve in the Cartier Creek Subdivision and encroaching developments in the Cartier Creek Subdivision Municipal Reserve be removed by July 31, 2017.

403/16

CARRIED 7/0

Denniece Crout joined the meeting.

**MUNICIPAL:**                    **1.      AAMDC Carbon Levy and Industrial Assessment Survey**

Christine Heggart presented draft responses to the Alberta Association of Municipal Districts and Counties (AAMDC) survey on the impact of the Alberta carbon levy, declining industrial assessment, and the phase-out of coal-fired generation units on rural municipalities.

Discussion took place on amendments and additional comments to be included with the responses.

COUNCILLOR MAKI:                    That Council submits the AAMDC survey as amended.

404/16

CARRIED 7/0

**CORPORATE  
SERVICES:**

**1.      Service Level Feedback Summary Report**

Christine Heggart presented a summary report on results of the Service Level Feedback Survey and noted 247 of the County's population of 12,278 (approximately 2%) responded.

Ms. Heggart noted that cumulatively, there were far fewer responses indicating service reductions are required as compared to requests for service

enhancements. Administration will amend communications strategies to provide education or engage members of the public to provide clarity regarding the County's municipal programs and service offerings and to address misconceptions of what services fall within municipal jurisdiction.

COUNCILLOR VANDERMEER: That Council receives the Service Level Feedback Summary Report for information as presented.

405/16

CARRIED 7/0

## **2. RMH Curling Rink Expenditure of Funds**

Rhonda Serhan requested that Council identify funding sources for the County's portion (50%), as per the Town/County recreation agreement, of an additional \$1.5 million in costs for the construction of the Town's arena project which included upgrades/renovations to the curling rink.

Ms. Serhan explained the additional costs were incurred after Council adopted the 2016 budget. Consequently, Administration recommends the unbudgeted expenditure of \$750,000 is funded from the 2016 budget surplus.

COUNCILLOR DUNCAN: That Council authorizes payment of \$750,000 from the 2016 budgeted surplus to the Town of Rocky Mountain House for the arena construction project.

406/16

CARRIED 6/1

## **COMMUNITY & PROTECTIVE SERVICES:**

### **1. Update: Condor Community Centre Grant Request**

Jerry Pratt provided an update on Condor Community Centre's grant application for hall renovations and noted the Centre withdrew its application.

Mr. Pratt explained the Centre intends to reapply once a review and assessment of priority needs are completed. Therefore, Administration recommends the removal of *Item 087/16 Condor Community Centre Grant Request* from the Postponed Agenda Items List.

COUNCILLOR GRAHAM: That Council receives the information as presented and removes *Item 087/16 Condor Community Centre Grant Request* from the Postponed Agenda Items List.

407/16

CARRIED 7/0

## **2. Federation of Canadian Municipalities Canada 150 Community Leaders Network**

Jerry Pratt presented a request from the Federation of Canadian Municipalities (FCM) for a designated Community Leader(s) to represent Clearwater County on the FCM Canada 150 Community Leaders Network. The individual will act as a spokesperson, promoter and inspiration for Canada 150 events in the community.

Discussion took place on potential candidates, such as Chamber of Commerce representatives, Canada 150 Committee's event coordinator, and

elected officials from the Town of Rocky Mountain House and Village of Caroline. Administration and Councillor Duncan will follow up with recommended individuals.

COUNCILLOR DUNCAN: That Council designates the Canada 150 Committee's Event Coordinator and other community representatives to the FCM Canada 150 Community Leaders Network.

408/16

CARRIED 7/0

**3. \*Tabled Item\* Broadband Request for Proposal – Focused Study Area**

COUNCILLOR GREENWOOD: That Council raises the Broadband Request for Proposal – Focused Study Area from the table.

409/16

CARRIED 7/0

Ted Hickey noted the Request for Proposal (RFP) was tabled on November 22 pending the Clearwater Broadband Foundation delegation's presentation scheduled earlier in this meeting. Mr. Hickey reviewed recommendations of the RFP for the development of a conceptual design, budget and business viability model related to the construction or installation of communication infrastructure to enhance high speed internet access within Clearwater County.

Discussion followed on the request from Clearwater Broadband Foundation (CBF) to develop an agreement with the County to fund CBF's project proposal and provide administrative support for the project. However before the request is considered, issues addressing budget, legalities, financial securities and liabilities need to be identified and discussed.

Discussion took place on whether the County should proceed with the Request For Proposal (RFP) for the development of a conceptual design, budget and business viability model considering the CBF's intentions to engage in the same process.

COUNCILLOR VANDERMEER: That Council directs County Administration to work with Clearwater Broadband Foundation to develop a funding agreement and define and assess the necessary components for a broadband demonstration program in 2017.

410/16

CARRIED 4/3

**INFORMATION:**

**1. CAO's Report**

Ron Leaf provided a summary of amendments to Bill 21: Modernized Municipal Government Act passed in the Legislature on December 6. Administration will present key initiatives related to the amendments to Council in the first two quarters of 2017.

Discussion took place on the meeting request from the Rocky and District Chamber of Commerce. Council indicated January 10, 2017 at 7:00 am as the preferred meeting date.

Discussion took place on the Fort St. John Mayor's letter to BC citizens, published in the Vancouver Sun, in support of the oil and gas industry in Canada.

COUNCILLOR GRAHAM: That Council sends a letter of appreciation to the Mayor of Fort St. John.

411/16

CARRIED 7/0

Ron Leaf responded to questions regarding the WSP water/wastewater study for the Joint Development Area. He explained the study is to be presented to the Intermunicipal Development Committee in January and he anticipates further details to be presented to the Town and County Councils in the first quarter of 2017.

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

412/16

CARRIED 7/0

IN CAMERA:

COUNCILLOR DUNCAN: That Council meets as a Committee of the Whole to discuss two Labour items in camera in accordance with: a) the Municipal Government Act, Section 197(2) and b) the Freedom of Information and Protection of Privacy Act, Section 17(1) and Section 19(1) at 3:04 pm

413/16

CARRIED 7/0

COUNCILLOR MAKI: That the meeting reverts to an Open Meeting at 3:41 pm.

414/16

CARRIED 7/0

ADJOURNMENT:  
3:41 pm

COUNCILLOR MAKI: That the Meeting adjourns.

415/16

CARRIED 7/0



REEVE

  
CHIEF ADMINISTRATIVE OFFICER