

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held August 28, 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 Vandermeer with the following being present:

Reeve  
Councillors

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

Staff:  
Chief Administrative Officer  
Recording Secretary  
Manager, Legislative Services  
Director, Planning & Development  
Senior Planner  
Development Officer  
Manager, Financial Services  
Planner

Rick Emmons  
Tracy Haight  
Christine Heggart  
Keith McCrae  
Kim Gilham  
Holly Bily  
Rhonda Serhan  
Dustin Bisson

Public:

Marianne Cole  
Victoria Conway  
Lyle Conway  
Susan Durand

Media:

Jessie Weisner  
Helge Nome  
Diane Spoor

**AGENDA,  
APPROVAL:**

The following item was added to the August 28, 2018, Regular Meeting Agenda:

- Mountain View County Request for Secorder for the 'Community Peace Officer Access to the Canadian Police Information Centre' Resolution as Item G5.

**COUNCILLOR LAIRD:**

That the August 28, 2018 Regular Meeting Agenda is adopted as amended.

**324/18**

CARRIED 7/0

**COUNCILLOR SWANSON:**

That the August 28, 2018 Regular Meeting recess for a Public Hearing on Bylaw 1053/18 Land Use Amendment.

**325/18**

CARRIED 7/0

**RECESS:**

Reeve Vandermeer recessed the meeting at 9:01 am for a Public Hearing of Bylaw 1053/18.

COUNCILLOR SWANSON: That Council returns to the August 28, 2018 Regular Meeting.

326/18

CARRIED 7/0

COUNCILLOR SWANSON: That the August 28, 2018 Regular Meeting is called to order.

327/18

CARRIED 7/0

**CALL TO ORDER:** Reeve Vandermeer called the meeting to order at 9:13 am with the following people present: Councillors Duncan, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, K. McCrae, K. Gilham, H. Bily, C. Heggart, R. Serhan, D. Bisson, H. Nome, J. Weisner, D. Spoor, M. Cole, S. Durand, V. Conway, L. Conway and T. Haight.

**PLANNING:**

**1. Bylaw 1053/18 for Application 05/18 to amend the Land Use Bylaw - Consideration of Second and Third Reading**

The purpose of Bylaw 1053/18 is to amend the Land Use Bylaw 714/01 to redistrict +/- 27.7 acres located at SW 23 37 04 W5M from Agriculture District 'A' to Intensive Agriculture District 'AI'.

Since first reading, the boundary on the eastern portion of the proposed parcel was amended to accommodate existing facilities located on the balance of the land in title.

COUNCILLOR DUNCAN: That Council grants second reading of Bylaw 1053/18 – to amend the Land Use Bylaw.

328/18

CARRIED 7/0

COUNCILLOR HOVEN: That Council grants third reading of Bylaw 1053/18 – to amend the Land Use Bylaw.

329/18

CARRIED 7/0

**CONFIRMATION OF MINUTES:**

**1. July 24, 2018 Regular Meeting Minutes**

COUNCILLOR DUNCAN: That the Minutes of the July 24, 2018, Regular Meeting are adopted as circulated.

330/18

CARRIED 7/0

**2. July 24, 2018 Public Hearing Minutes**

COUNCILLOR LOUGHEED: That the Minutes of the July 24, 2018, Public Hearing Minutes are adopted as circulated.

331/18

CARRIED 7/0

**2. Bylaw 1044/18 'Cannabis Retail Sales & Cannabis Production Facilities' Consideration of First Reading**

The purpose of Bylaw 1044/18 is to amend the Land Use Bylaw 714/01 to allow for: special land use provision for the retail sale of cannabis within Clearwater County; addition of definitions for 'cannabis lounge', 'cannabis retail sales', 'licensed premises and 'retail shop or store'; addition of 'cannabis retail sales' as a discretionary use in land use districts for Hamlet Commercial, Highway Development and Nordegg Service Commercial; and, amendments to setback requirements for cannabis production facilities.

D. Bisson reviewed corrections to the August 28, 2018, Agenda Item D2, responded to questions, and explained rational for amendments.

COUNCILLOR DUNCAN: That Council grants first reading of Bylaw 1044/18 – to amend the Land Use Bylaw.

332/18

CARRIED 7/0

Steve Debienne and Erik Hansen joined the meeting. D. Bisson, K. McCrae and K. Gilham left the meeting.

**PUBLIC WORKS: 1. Leslieville/Condor Fire Station(s) Project**

The fire station projects in the Hamlets of Condor and Leslieville were reviewed as follows:

**Leslieville:**

- Repurpose the existing Public Works and Agriculture Services shop to a three-bay fire station, at an estimated cost of \$2,157,938.00. Construction to be scheduled for 2020.

**Condor:**

- Construct a new public services facility for a five-bay fire station and Public Works and Agriculture Services shop at an estimated cost of \$4,000,000.00. Site selection, land purchase and preliminary planning to be scheduled for 2018, followed by construction in 2019.

Upon approval of both project proposals, Administration intends to identify suitable land sites for the Condor fire station and present findings, along with purchase costs, to Council.

Discussion took place and the following points were made:

- Total budget costs for the projects are too high and construction schedules are unrealistic considering there are other projects scheduled in the same time.
- Deferring construction of the Leslieville fire station to 2023/2024 may allow opportunity to build on the existing \$3.5 million in reserves.
- The total upset limit for the Condor public services building includes land purchase. The project could be deferred if suitable land, at an affordable price, is not available.
- The Request for Proposal (RFP) process will identify cost-efficient construction design and solicit competitive bidding that may result in a lower budget.
- Local contractors will have opportunity to participate in the RFP.
- Fire stations in each of the Hamlets will promote community development.
- Inquiries on Alberta Health Services interest in establishing an ambulance station in the new Condor fire station should be made.
- It is more efficient and economical to contract out site grading rather than allocate staff resources for the work due to staff capacity challenges.

COUNCILLOR SWANSON:

That Council receives the project overview for Leslieville and Condor fire stations for information as presented; and, approves the project overview for Leslieville and Condor fire stations as presented; and, schedules further discussion on project costs for Leslieville and Condor fire stations during 2019 budget deliberations.

333/18

CARRIED 6/1

Council expressed appreciation and congratulations to Clearwater Regional Fire Rescue Services for assisting the Province of British Columbia (BC) with this year's wildfires and its successful deployment operations.

E. Hansen and S. Debiegne left the meeting. Devon Drozd joined the meeting

**2. Letter to Wild Rose School Division Regarding Condor Wastewater Treatment System**

Wild Rose School Division Board of Trustees (WRSD) approved the modernization of Condor School as a capital project for 2019, pending further confirmation from Clearwater County that the Condor lagoon wastewater treatment system will service a school population of 325 by September 1, 2019.

R. Emmons responded to questions and confirmed that the County is still waiting for approval of provincial funding for Condor's system upgrades. He also confirmed that the County's grant application was updated to show estimated cost for upgrades is \$1.9 million.

COUNCILLOR HOVEN:

That Council authorizes Administration to write a letter to the Wild Rose School Division indicating that the Condor wastewater system will accommodate a staff/student population of 325 at the Condor School by September 1, 2019.

334/18

CARRIED 7/0

**3. Town of Rocky Mountain House Wastewater Lagoon Update**

The Town of Rocky Mountain House submitted the 'Lagoon Summary Report – June 2018' for review, as per the agreement between the Town and Clearwater County for access, usage and operations of the Town's lagoon wastewater treatment system. The report summarizes lagoon operations, compliance, usage and capacity for March to May, confirms the reserve fund for capital improvements is \$600,000.00 as of 2017 year-end and confirms the Town has not received any non-compliance notices.

D. Drozd presented a PowerPoint presentation, "Rocky Mountain House Wastewater Lagoon Acute Lethality Test Update", that explained the Town's test results and pass/fail summaries for acute lethality in the lagoon from 2014 – 2018.

Discussion took place and the following points were made:

- The current agreement expires 2023.
- Future capital improvements/upgrades to the Town's system are expected.
- Town of Rocky Mountain House and Clearwater County Councils need to further discuss lagoon issues and concerns.

COUNCILLOR LAIRD: That Council directs Administration to conduct a preliminary investigation on options and costs for wastewater treatment system project(s) for Clearwater County and report findings to Council.

335/18

CARRIED 7/0

COUNCILLOR DUNCAN: That Council receives The Town of Rocky Mountain House 'Lagoon Summary Report – June 2018' for information, as presented.

336/18

CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 10:24 am.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 10:34 am.

MUNICIPAL:

**1. Draft Resolution – Federal and Provincial Funding of Municipal Broadband Projects**

The draft resolution, 'Federal and Provincial Funding of Municipal Broadband Projects' was reviewed. The resolution advocates for shared provincial and federal funding of municipal broadband network infrastructure. Upon Council's approval, the resolution will be submitted to the Rural Municipalities of Alberta's (RMA) District 2 membership for a vote, and if passed, it will be forwarded for voting by the RMA's general membership at the convention.

Discussion took place on amendments to the resolution, deadline to submit, and potential municipal seconders to support the resolution.

COUNCILLOR DUNCAN: That Council approves the draft resolution, 'Federal and Provincial Funding of Municipal Broadband Projects', as amended; and, directs Administration to seek a seconder municipality from Rural Municipalities of Alberta District 2 zone and submit the resolution to the District 2 zone by the September 12, 2018 deadline.

337/18

CARRIED 7/0

**2. Association of Summer Villages of Alberta 2018 Annual Conference and General Meeting**

The Association of Summer Villages of Alberta (ASVA) invited Council members to attend the 2018 Annual Conference and General Meeting on October 18 – 19.

Discussion followed on the value of attending if members of Summer Village of Burnstick Lake Council also plan to attend, which is uncertain at this time.

COUNCILLOR SWANSON: That Council receives the invitation from the Association of Summer Villages of Alberta to attend the 2018 Annual Conference and General Meeting for information, as presented; and, discusses attending future ASVA conferences, dependent on budget availability and Summer Village of Burnstick Lake Council members attendance, during 2019 budget deliberations.

338/18

CARRIED 7/0

**3. Agenda Items for September 10, 2018, Tri-Council Meeting**

A Tri-Council (Clearwater County, Town of Rocky Mountain House and Village of Caroline Councils) meeting is scheduled on September 10, 2018. The Town is assembling the agenda and asks that agenda items are submitted by August 31.

Discussion took place on items for submission.

COUNCILLOR DUNCAN: That Council submits the following items for discussion at the September 10, 2018 Tri-Council meeting: 1. Future needs of each municipality's wastewater treatment systems; 2. Invitation to join Clearwater County on a tour of Olds Fibre Ltd. (O-NET) Operations Centre; 3. Stronger Together Agreement and development of a shared future vision for the communities.

339/18

CARRIED 7/0

Roger Smolnicky and Matt Martinson joined the meeting.

**AGRICULTURE &  
COMMUNITY  
SERVICES:**

**1. Town of Rocky Mountain House Recreational Report – Spray Park**

R. Smolnicky, Director Recreational and Community Services, Town of Rocky Mountain House, reported that the Rocky Spray Park Association has raised approximately \$320,000 for the development of a spray park. The Town committed an additional \$300,000 for the project to include on-site facilities for a washroom/pump house and change rooms for community sports clubs' use and, outdoor lights. With these additions, the estimated total project cost is \$920,000, plus a \$150,000 sponsored contingency. The Town is asking that Clearwater County Council consider matching the Town's contribution (\$300,000) in the County's 2019 budget.

R. Smolnicky responded to question and confirmed the \$50,000 contributed by the County last year is included in funds raised by the Association. He also confirmed that the park's operational and maintenance costs are included in the Town's annual operating budget.

Discussion took place on the Town's policies for allocating capital recreation reserves and sponsorship funds and it was suggested that Council review the Town's policies.

COUNCILLOR SWANSON:

That Council receives the Town of Rocky Mountain House Recreational Report – Spray Park for information, as presented; and, considers the Town's request for \$300,000 in funding for the Spray Park project during 2019 budget deliberations.

340/18

CARRIED 7/0

Djurdjica Tutic joined the meeting.

**MUNICIPAL:**

**4. Communications Update January 1 – June 30, 2018**

D. Tutic provided statistical analysis and data, from January 1 to June 30, 2018, on the public's use of the County's communication tools (County website, cell phone apps, County Highlights newsletter, Facebook and Twitter) to receive information and messaging on corporate and Council's priorities. The Communications Department will continue to: analyze and monitor demographic trends; create interactive posts; and simplify complex information for sharing on social media.

Discussion followed on the public's preference to use social media for receiving information and messaging.

COUNCILLOR LAING:

That Council receives the 'Communications January 1 to June 30, 2018 Update' for information, as presented.

341/18

CARRIED 7/0

**5. Mountain View County Request for Seconder for 'Community Peace Officer Access to the Canadian Police Information Centre' Resolution**

Mountain View County requested Clearwater County seconds Mountain View County's proposed resolution, 'Community Peace Officer Access to the Canadian Police Information Centre', before submitting the resolution for debate and voting at the RMA District 2 meeting.

COUNCILLOR DUNCAN: That Council seconds Mountain View County's proposed resolution 'Community Peace Officer Access to the Canadian Police Information Centre'.

342/18

CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 11:53 am.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 12:57 pm with the following in attendance: Councillors J. Duncan, T Hoven, M. Swanson, D. Loughheed, C. Laird, T Laing; R. Emmons, R. Serhan, T. Haight, D. Spoor, H. Nome, Kelly McTaggart and Chris Montgomery.

**DELEGATIONS: 1. Rocky Airshow Society**

The Rocky Airshow Society Delegation notified Administration that they were unable to attend today's meeting and would like to reschedule to another meeting.

COUNCILLOR LAIRD: That Council tables the Rocky Airshow Society Delegation.

343/18

CARRIED 7/0

**2. Canadian Association of Petroleum Producers – State of the Industry Update**

K. McTaggart, Community Engagement Advisor, and C. Montgomery, Communications and Outreach Manager, from Canadian Association of Petroleum Producers (CAPP), provided a 'State of the Industry Update' and presented a PowerPoint, "Continuing Challenges for Canada's Oil and Natural Gas Industry".

K. McTaggart and C. Montgomery responded to questions and discussion followed.

COUNCILLOR SWANSON: That Council receives Canadian Association of Petroleum Producers' "State of the Industry Update" for information, as presented.

344/18

CARRIED 7/0

**INFORMATION: 1. CAO's Report**

R. Emmons reviewed the August 28, 2018, CAO Report, as submitted.



**2. Public Works Report**

R. Emmons reviewed the August 28, 2018, Public Works Report, as submitted.

R. Emmons responded to question and explained that although several road construction projects are ahead of schedule due to favourable hot/dry weather conditions, road maintenance projects are experiencing delays due to those same conditions.

Discussion followed on the possibility of advancing some of next year's construction projects to this year to take advantage of weather conditions and competitive prices.

COUNCILLOR VANDERMEER: That Council reviews 2019 road construction projects to determine if there are projects that can be moved forward to the 2018 construction year, pending budget availability and favourable weather conditions.

345/18

CARRIED 7/0

**4. Councillors' Verbal Reports**

M. Swanson reported on recent events she attended and provided an update on Alberta Master Games Committee's activities.

J. Duncan reported on recent events he attended and provided an update on Clearwater Trails Initiative's progress on trail development. He also noted Parks Canada is reviewing capital infrastructure needs for the Rocky Mountain House Historic Site.

Discussion followed on Council's desire to review the June 13, 2017, tabled council agenda item, at first opportunity, to address inquiries received from community hall associations on the availability of County grant funds for operating and capital needs.

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

346/18

CARRIED 7/0

**ADJOURNMENT:**  
1:50 pm

COUNCILLOR LAIRD:

That the Meeting adjourns.

347/18

CARRIED 7/0



REEVE

  
CHIEF ADMINISTRATIVE OFFICER