

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held May 26, 2015 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 with the following being present:

Reeve:	Patrick Alexander
Councillors:	Earl Graham
	Curt Maki
	Jim Duncan
	John Vandermeer
	Kyle Greenwood
	Theresa Laing
CAO:	Ron Leaf
Director, Public Works:	Marshall Morton
Recording Secretary:	Tracy Haight
Staff:	Kurt Magnus
	Erik Hansen
	Brad Welygan
	Kate Unwin
	Christine Heggart
	Lisa Novachek
Media:	Laura Button
	Helge Nome

**AGENDA
APPROVAL:**

Councillor Laing requested the addition of a verbal report as Item H5.

COUNCILLOR MAKI: That the May 26, 2015 Regular Meeting Agenda be accepted as amended.

179/15

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. May 12, 2015 Regular Meeting Minutes

COUNCILLOR VANDERMEER: That the Minutes of the May 12, 2015 Regular Meeting be accepted.

180/15

CARRIED 7/0

PUBLIC WORKS:

1. Tender Award: Township Road 34-0A

Erik Hansen stated Clearwater County received four bids for the Township Road 34-0A tender for the build-up and grading of a portion of road located along the James River in the NW 2 34 07 W5M. Provincial funding for the work project received approval thru the Disaster Recovery Program (DRP) due to the 2013 flood.

Mr. Hansen noted Prentice Creek Contracting Ltd. as the low value bidder at \$186,400.00, which is \$13,600.00 below the estimated amount of \$200,000.00.

COUNCILLOR GRAHAM: That Council awards the Township Road 34-0A Tender to Prentice Creek Contracting Ltd.

181/15

CARRIED 7/0

2. Tender Award: BF75325 Bridge Culvert Rehabilitation

Kurt Magnus stated Clearwater County received eight bids for the BF75325 Bridge Culvert Rehabilitation tender for the removal of the existing structure and installation of a new bridge sized culvert on Range Road 7-4, crossing Chicken Creek in the SW 33 40 07 W5M.

Mr. Magnus noted Orintel Landscaping and Construction Ltd. as the low value bidder at \$210,273.00, which is \$156,371.00 below the estimated amount of \$366,644.00.

Mr. Marshall noted that the company agreed to engage engineering services to oversee the project and Clearwater County will also increase engineering costs for this project to 80% to ensure project specifications are met.

COUNCILLOR DUNCAN: That Council awards the BF75325 Bridge Culvert Rehabilitation Tender to Orintel Landscaping and Construction Ltd.

182/15

CARRIED 7/0

3. Tender Award: BF75502 Bridge Culvert Rehabilitation

Kurt Magnus stated Clearwater County received twelve bids for the BF75502 Bridge Culvert Rehabilitation tender for the removal of the existing structure and installation of a new bridge sized culvert on Township Road 39-1, crossing Last Hill Creek in the NE 06 39 04 W5M.

Mr. Magnus noted Kran Construction Ltd. as the low value bidder at \$257,843.16.00, which is \$138,827.84 below the estimated amount of \$396,671.00.

COUNCILLOR MAKI: That Council awards the BF75502 Bridge Culvert Rehabilitation Tender to Kran Construction Ltd.

183/15

CARRIED 7/0

Ted Hickey joined the meeting.

4. Tender Award: BF77533 Bridge Rehabilitation

Kurt Magnus stated Clearwater County received nine bids for the BF77533 Bridge Rehabilitation tender for the removal of the existing structure and installation of a new bridge on Range Road 39-0, crossing Prairie Creek in the

SE 03 39 07 W5M.

Mr. Magnus noted North Star Energy Services Inc. as the low value bidder at \$2,560,907.43, which is \$1,134,644.57 below the estimated amount of \$3,695,552.00.

Council noted that many of the bids received for these projects are significantly below budget. Marshall Morton explained that this may be a result of lack of activity by the provincial government in bridge work and that many of the low value bids are from small companies and/or subcontractors that wish to expand their business.

Mr. Morton explained measures taken by Administration to ensure the projects will meet specifications include meeting with bidders to explain project work, increasing engineering services, and increasing due diligence and administrative processes. He noted that extra costs for these measures are included.

COUNCILLOR GREENWOOD: That Council awards the BF77533 Bridge Rehabilitation Tender to North Star Energy Services Inc.

184/15

CARRIED 7/0

Dennis Ross joined the meeting.

5. Fuel Rate Index

Marshall Morton, as per Council's request, presented information on Clearwater County's fuel indexing practice for service contracts and hourly equipment rates; explained the rationale behind Council's April 11, 2000 decision to index contract grader rates related to fuel pricing; and reviewed the Fuel Rate Index clause as documented in the Grader Contract Agreement.

Mr. Morton stated that fluctuating fuel prices lead to price speculation and inflated bid prices on tendering service contracts. The fuel indexing practice is in place to protect against price increases for both contractors and the County.

Mr. Morton stated that Administration has a meeting scheduled in the near future with contractors to explain the practice and answer any questions they may have.

Discussion followed and Council noted that contractors are responsible for their rate bids; that contractors have the option of cancelling their contract, with 30 days' notice, and rebidding; that profit margins should be unaffected by fuel indexing; and that Council considered the fuel index program to be fair for both the contractor and the County.

Mr. Morton responded to questions and outlined benefits available to contractors such as long-term contracts; supply of grader blades; and significant savings when purchasing tires and equipment.

COUNCILLOR GRAHAM: That Council endorses Clearwater County's fuel indexing practice as specified in the Grader Contract Agreement.

185/15

CARRIED 7/0

COMMUNITY
& PROTECTIVE
SERVICES:

1. Proposed Education Session on Rural High Speed/Broadband Services

Ron Leaf stated that as per Council's goals and budget plans, Administration proposes the scheduling of a full-day education session to assist Council in identifying issues and options related to the development, implementation, and provision of rural high speed/broadband service in Clearwater County.

Mr. Leaf provided information on tentative facilitators and/or consultants and potential dates for the session. Mr. Leaf noted that Town of Rocky Mountain House Council indicated interest in attending all or a portion of the session.

Discussion followed on potential dates and Council determined June 12, dependent on speaker availability, as suitable.

COUNCILLOR VANDERMEER: That Council hosts a Rural High Speed/Broadband Education Session on June 12, subject to facilitator availability, and invite Town of Rocky Mountain House Council to attend.

186/15

CARRIED 7/0

Tracy King and Roger Smolnicky joined the meeting.

MUNICIPAL:

1. Provincial Government Lobby and Key Messages

Ron Leaf presented a list of topics and associated messaging that the Intermunicipal Collaboration Committee (ICC) identified during their May 22 meeting as regionally significant and recommended that Councils discuss with Members of Legislative Assembly (MLA), Provincial Ministers and senior officials. These topics are:

- Construction of a new hospital in Rocky Mountain House
- Policing in the Clearwater community
- Linear Assessment Pooling

Discussion followed on messaging regarding linear pooling. Council suggested that the impact on landowner issues regarding the adverse effects of pipelines on property be included as an issue to be considered in future discussion regarding this topic.

Mr. Leaf also presented topics and associated messaging of significance to Clearwater County as follows:

- Broadband/high speed internet
- Bridge and resource road funding
- West Country Management

Ron responded to questions and noted that he will review the Strategic Transportation Infrastructure (STI) program to determine if it includes urban infrastructure such as light rail transportation.

Mr. Leaf noted that the ICC also recommended that the two Mayors and the Reeve meet with MLA Nixon in the coming weeks to provide an overview of the Town, Village and County issues with the intent that Mr. Nixon meet with the three Councils during the fall Tri-council meeting.

COUNCILLOR DUNCAN: That Council adopts the following topics and associated messaging, as presented, for discussions with Ministers, Provincial MLAs and/or Provincial Officials.

187/15

CARRIED 7/0

COUNCILLOR GREENWOOD: That Council accepts the ICC recommendation that the Mayors and Reeve meet with MLA Nixon and that Council extends an invitation to Mr. Nixon to attend the fall Tri-Council meeting.

188/15

CARRIED 7/0

2. Draft Public Notification Methods Policy

Christine Heggart presented the amended draft *Public Notification Methods Policy* for Council's review.

COUNCILLOR DUNCAN: That Council adopts the *Public Notification Methods Policy*.

189/15

CARRIED 7/0

3. Permission for the Canadian Forces Snowbirds Flight

Ron Leaf stated that the Royal Canadian Air Force Snowbirds Demonstration Team requests permission to operate at less than 1000 feet above ground level during the Rocky Air Show on July 22, 2015.

Mr. Leaf noted that although the regulation of air traffic falls under the jurisdiction of the Federal Government, the Snowbirds require Council's approval to conduct activities such as arrival, practice, performing, media flights, etc.

COUNCILLOR VANDERMEER: That Council grants permission for the Royal Canadian Air Force Snowbirds Demonstration Team and all other participatory military aircraft to fly below 1000 feet over Clearwater County for the purpose of the 2015 Rocky Mountain House Air Show.

190/15

CARRIED 7/0

INFORMATION:

Ron Leaf reported that the North Saskatchewan Watershed Alliance Annual General Meeting is scheduled for June 17. He requested that Council confirm attendance with Administration.

Council discussed completing the AAMDC Survey collectively and Mr. Leaf suggested reviewing responses at the June 9 regular meeting.

Councillor Duncan explained an accounts payable item for the purchase of T-shirts for resale to generate revenue for the Sasquatch program.

5. Verbal Report

Councillor Laing reported on the meeting with the Wildrose School Division (WRSD) and the Nordegg Community Association. Councillor Laing noted the meeting was well attended, productive, and plans are underway by the WRSD

to have a Kindergarten through Grade three education program in place by September.

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

191/15

CARRIED 7/0

**COMMUNITY &
PROTECTIVE
SERVICES:**

2. Clearwater Family and Community Support Services and Town of Rocky Mountain House Recreation & Community Services

Tracy King, Manager, Clearwater Family and Community Support Services (CFCSS) provided an overview of the CFCSS programs, events, and summer activities.

Ms. King noted that the provincial government intends to increase funding for FCSS programs throughout Alberta.

Ms. King responded to questions and explained that it's been more than four years since the last provincial funding increase. Ms. King noted that discussions will take place to determine utilization of provincial funds and potential program changes based on receipt of funds. Council noted municipalities are required to match provincial funding for FCSS.

Roger Smolnick, Director – Town of Rocky Mountain House Recreation and Community Services, provided an overview of recreational programs and events for the summer. Mr. Smolnick noted that ball diamonds/facilities are overextended due to increased participation in softball leagues.

Mr. Smolnick extended an invitation for Council to attend the Recreation Board Committee meeting on June 3 and a Surrounding Area Facilities Tour on June 11.

Mr. Smolnick noted the formation of an affordable housing committee in Rocky Mountain House which will begin work on an updated needs assessment.

Discussion followed on the proposed splash park, skate park renovations, and the arena project.

Mr. Smolnick responded to questions regarding the arena construction progress and vandalism/safety issues within the skate park. Discussion continued on scheduling issues and increased maintenance for ball diamonds and soccer fields due to increased usage.

COUNCILLOR GREENWOOD: That Council receives the information as presented.

192/15

CARRIED 7/0

Ryan Smith, Grade Six students from Leslieville Elementary School, Marianne Cole, Trish Bingham, Bonny Carson, Susan Durand, Helge Nome, and Sharon Rubeling joined the meeting.

3. Grade Six Class from Leslieville School – Leslieville Rink Project

Mr. Ryan Smith, Grade Six Teacher, Leslieville Elementary School, presented a short video clip and Power Point report on the grade six class's Leslieville Community Rink Project. He explained the purpose and goals of the project, costs, funding received to date, and projected completion date.

Mr. Smith identified areas of concern regarding costs for removal of construction waste, ownership of rink, and funding for rink maintenance and operating costs.

Discussion followed on the purpose and role of joint use agreements with recreational boards, the availability of services-in-kind to support the project, and the expectation that grant funding and corporate donations will cover capital costs.

The grade six students introduced themselves, stated their role in the project, and responded to questions from Council.

COUNCILLOR GREENWOOD: That Council refers the Leslieville Community Rink Project to Administration to assist in identifying areas of support.

CARRIED 7/0

193/15

4. Clearwater County Taxpayers Association Delegation

Marianne Cole, representing the Clearwater County Taxpayers Association (CCTA), identified three issues of concern as follows:

1. Draft Strategic Plan
2. Highway Clean-Up Program
3. Financial Matters

Ms. Cole questioned Council on the process of the draft strategic plan and how public comment will be included in the process. She questioned Council on the open house format and advertisements for open house meetings and request for comments/feedback on the draft strategic plan.

Ms. Cole stated that CCTA's application to participate in the Clearwater County Highway Clean-Up Program was denied. She asked Council how this can be rectified in the future.

Ms. Cole stated that CCTA requests information regarding financial matters as follows:

- Disclosure of the audited financial statements of Rocky Regional Waste Authority (RRWA) financial information.
- Itemized accounting of Clearwater County's restricted and unrestricted reserves
- Explanation of liability regarding lot development costs in Nordegg.

Helge Nome requested confirmation of costs incurred, as recorded in Clearwater County's 2014 Consolidated Financial Statement Note 8, for general development in Nordegg.

Ms. Cole responded to question from Council and noted the CCTA believes the County provides adequate services to taxpayers, however there is concern with the efficiency in which the services are delivered.

Council thanked Ms. Cole and Mr. Nome for their attendance on behalf of the CCTA and noted Council will post responses to CCTA's questions and concerns on the Clearwater County website.

RECESS: Reeve Alexander recessed the meeting at 12:00 P.M.

CALL TO ORDER: Reeve Alexander called the meeting to order at 12:45 P.M. with the following people present: Councillors Graham, Maki, Duncan, Vandermeer, Greenwood, and Laing; Ron Leaf, Laura Button, Christine Heggart, and Tracy Haight.

Discussion followed on the strategic plan's development process. Christine Heggart confirmed that advertisements were placed in three newspapers, however due to different publication dates, not all advertisements were released the same day.

Discussion followed on the Highway Clean-Up Program. Council noted that the original intent and purpose of the program is to benefit youth groups. Council noted a review of the program and policy development is required.

Discussion followed on CCTA's requests for financial information. Ron Leaf advised that all audited financial statements for the Rocky Regional Solid Waste Authority were posted on the County's website on May 29.

Mr. Leaf expressed concern that requests by the CCTA are being made to various department or regional agencies and advised his intent to request that in the future, CCTA requests are coordinated through Rudy Huisman, as the County's FOIPP coordinator or through the CAO's office. Mr. Leaf indicated that the County is prepared to provide readily available information, such as audited statements, however requests for detailed information that has not been compiled or researched will be reviewed in accordance with the Freedom of Information and Protection of Privacy Act (FOIP). The FOIP Act provides criteria for evaluating what information is to be released and that which is not to be released as well as identifies application fees and what costs can be recovered. FOIP also provides for third party evaluation which establishes accountability for all parties involved.

COUNCILLOR MAKI: That Council receives the CCTA's presentation as information.

194/15

CARRIED 7/0

Discussion followed on the Leslieville Community Rink Project and Ron Leaf confirmed that the County typically assists with capital upgrades and does not provide funding for maintenance and/or operating costs.

Keith McCrae, Kim Gilham, Chris Cassin, John Haines, and Rick Emmons joined the meeting.

Reeve Alexander recessed the Council meeting for a Public Hearing at 1:30 P.M.

Reeve Alexander reconvened the Council meeting at 2:11 P.M.

PLANNING: **1. Bylaw 1002/15 – Second and Third Readings**

Council reviewed all information presented at the May 26, 2015 Public Hearing for an application to amend the land use bylaw on SE 17 35 05 W5M, containing 152.61 acres to redistrict 18 acres of the 152.61 acre parcel from Agriculture District "A" to Institutional District "P".

Kim Gilham responded to question from Council and explained that a restrictive covenant agreement is between the applicant and neighbor. She noted that, if required, the Municipal Planning Commission is responsible for recommending an agreement between the two parties at the development stage.

COUNCILLOR VANDERMEER: That Council grants Second Reading to the Bylaw 1002/15 to redistrict 18 acres of the 152.61 acre parcel from Agriculture District "A" to Institutional District "P".

195/15

CARRIED 7/0

COUNCILLOR DUNCAN: That Council grants third reading of Bylaw 1002/15.

196/15

CARRIED 7/0

Keith McCrae, Kim Gilham, Chris Cassin, John Haines, Laura Button, Christine Heggart, Tracy Haight, and Rick Emmons left the meeting.

IN CAMERA:

COUNCILLOR GRAHAM: That Council meets as a Committee of the Whole to discuss a Third Party Interest at 2:24 P.M.

197/15

CARRIED 7/0

COUNCILLOR MAKI: That the meeting reverts to an Open Meeting 4:05 P.M.

198/15

CARRIED 7/0

**ADJOURNMENT:
4:05 P.M.**

COUNCILLOR VANDERMEER: That the Meeting adjourns.

199/15

CARRIED 7/0



REEVE



ADMINISTRATIVE OFFICER