

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held February 12, 2019, in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:01 a.m. by Reeve Duncan with the following being present:

- | | |
|------------------------------|--------------------|
| Reeve | Jim Duncan |
| Councillors | John Vandermeer |
| | Cammie Laird |
| | Daryl Lougheed |
| | Tim Hoven |
| | Michelle Swanson |
| | Theresa Laing |
| Staff: | |
| Chief Administrative Officer | Rick Emmons |
| Recording Secretary | Christine Heggart |
| Director, Corporate Services | Murray Hagan |
| Director, Planning | Keith McCrae |
| Senior Planner | Jose Reyes |
| Development Officer | Dustin Bisson |
| Development Officer | Eleanor Pengelly |
| IT | Brad Welygan |
| Media: | |
| | Kassandra Hornsby |
| | Diane Spoor |
| Public: | |
| | Jim Verhesen |
| | Ina Verhesen |
| | Rosemarie Verhesen |

**AGENDA
APPROVAL:**

Councillors Swanson, Hoven, Lougheed and Duncan noted they will provide a Councillor Verbal Report.

COUNCILLOR LAIRD: That the February 12, 2019 Regular Meeting Agenda is adopted as amended.

032/19 CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. January 22, 2019 Regular Meeting Minutes

COUNCILLOR SWANSON: That the Minutes of the January 22, 2019, Regular Meeting are adopted as circulated.

033/19 CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 9:03 a.m.

CALL TO ORDER: Reeve Duncan called the meeting to order at 9:12 a.m. with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, C. Heggart, K. McCrae, J. Reyes, D. Bisson, E. Pengelly, B. Welygan, K. Hornsby, D. Spoor.

**PLANNING &
DEVELOPMENT:**

1. Bylaw 1055/18 Land Use Amendment

Jose Reyes presented public hearing information for Bylaw 1055/18, an application to redistrict 6.08 acres of land from Country Residence Agricultural District "CRA" to the Light Industrial District "LI" on Lot A, Plan 1992 NY (Pt. NE 14-39-07 W5M).

COUNCILLOR HOVEN: That Council grants second reading of Bylaw 1055/18 to amend the Land Use Bylaw 714/01 to redistrict 6.08 acres of land from Country Residence Agricultural District "CRA" to the Light Industrial District "LI" on Lot A, Plan 1992 NY (Pt. NE 14-39-07 W5M).

034/19

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council grants third reading of Bylaw 1055/18 to amend the Land Use Bylaw 714/01 to redistrict 6.08 acres of land from Country Residence Agricultural District "CRA" to the Light Industrial District "LI" on Lot A, Plan 1992 NY (Pt. NE 14-39-07 W5M).

035/19

CARRIED 7/0

Jim Verhesen, Ina Verhesen, Rosemarie Verhesen and Brad Welygan left the meeting.

**CORPORATE
SERVICES:**

1. Fiscal 2018 Audit Planning Letter

Murray Hagan noted that at the September 12, 2017 regular meeting of Council, a motion was passed appointing Hawkings Epp Dumont LLP as municipal auditors for fiscal years ending December 31, 2017 and 2018.

COUNCILLOR LAIRD: That Council receives the audit planning letter as information.

036/19

CARRIED 7/0

Vic Maxwell, Donald McNutt and Beatrice McNutt joined the meeting.

PUBLIC WORKS:

3. Signage Request for Nordegg North Subdivision

COUNCILLOR LAIRD: That Council lifts *TABLED ITEM* 356/18 Signage Request for Nordegg North Subdivision, from Nordegg Community Association, from the table.

037/19

CARRIED 7/0

R. Emmons provided background to Nordegg Community Association request for 'Children Playing Signs' within the Nordegg North Subdivision. He indicated that Administration and Councillor Laing met with the Nordegg Community Association in January and clarified the request for number and location of two signs requested.

038/19

COUNCILLOR VANDERMEER: That Council approves installation of two 'Caution Children Playing' signs at Shunda Creek Drive and Pine Martin Drive, respectively, within the Nordegg North Subdivision.

CARRIED 7/0

COUNCILLOR LAING: That Council approves Clearwater County bearing the installation costs of the two 'Caution Children Playing' sign(s) within the Nordegg North Subdivision.

039/19

CARRIED 7/0

**PLANNING &
DEVELOPMENT:**

3. Bylaw 1057/18 Land Use Amendment First Reading

Dustin Bisson provided background on the application to redesignate +/- 30 acres from Agriculture District "A" to Intensive Agriculture District "IA", on NW 19-36-06-W5M, containing approximately 152.84 acres of land.

D. Bisson described the subject property, access and adjacent land uses, and noted the property contains the landowner's residence, a barn, various outbuildings as well as an outdoor riding arena.

COUNCILLOR SWANSON: That Council grants first reading of Bylaw 1057/18 to amend the Land Use Bylaw 714/01 to redesignate +/- 30 acres from Agriculture District "A" to Intensive Agriculture District "IA", on NW 19-36-06-W5M and move to a public hearing process.

040/19

CARRIED 7/0

Vic Maxwell, Donald McNutt and Beatrice McNutt left the meeting.

RECESS: Reeve Duncan recessed the meeting at 9:33 a.m.

CALL TO ORDER: Reeve Duncan called the meeting to order at 9:40 a.m. with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, C. Heggart, K. McCrae, J. Reyes, D. Bisson, E. Pengelly, K. Hornsby, D. Spoor.

**PLANNING &
DEVELOPMENT:**

2. Bylaw 1056/18 Land Use Amendment

J. Reyes presented public hearing information for Bylaw 1056/18, an application to redesignate +/- 8.0 acres from Agriculture District "A" to Institutional District "P" on Pt. SW 05-39-04-W5M, containing 148.51 acres of land, for the purposes of Clearwater County building a Condor Public Services building.

COUNCILLOR LOUGHEED: That Council grants second reading of Bylaw 1056/18 to amend Land Use Bylaw 714/01 to redesignate +/- 8.0 acres from Agriculture District "A" to Institutional District "P" on Pt. SW 05-39-04-W5M.

041/19 CARRIED 7/0

COUNCILLOR LAIRD: That Council grants third reading of Bylaw 1056/18 to amend the Land Use Bylaw to redesignate +/- 8.0 acres from Agriculture District "A" to Institutional District "P" on Pt. SW 05-39-04-W5M.

042/19 CARRIED 7/0

MUNICIPAL: 3. Clearwater County Heritage Grant Advisory Committee Member Appointments

Councillor Laird indicated that due to the potential for conflict of interest as her daughter is one of the committee applicants, she recused herself and left Council Chambers.

Council reviewed applications received for the Clearwater County Heritage Grant Advisory Committee and voted on Committee members.

COUNCILLOR LAING: That Council appoints Rick Guerrier for two-year term (February 12, 2019 to Nov 1, 2020), John Brandon for one-year term (February 12, 2019 to November 1, 2019) and Gennifer Mehlhaff as alternate for a two-year term (February 12, 2019 to November 1, 2020) to the Clearwater County Heritage Grant Advisory Committee.

043/19 CARRIED 6/0

COUNCILLOR LAING: That Council appoints Councillor Vandermeer as regular member and Reeve Duncan as alternate, for one-year term (February 12, 2019 to November 1, 2019) for the Clearwater County Heritage Grant Advisory Committee.

044/19 CARRIED 6/0

Councillor Laird joined the meeting.

MUNICIPAL: 2. Appointment of Alternate Citizens at Large to the Subdivision and Development Appeal Board

COUNCILLOR LAIRD: That Council lifts *TABLED ITEM* 434/18 Appointment of Alternate Citizens at Large to the Subdivision and Development Appeal Board from the table.

045/19 CARRIED 7/0

Council reviewed the applications received for Alternate Citizens at Large for the Subdivision and Development Appeal Board (SDAB) and voted on SDAB alternate members.

COUNCILLOR LAING: That Council appoints Pat Butler, Marianne Cole and Randy Hill as alternate members on the SDAB, for term February 12, 2019 to November 1, 2019.

046/19 CARRIED 7/0

Jason Penner and Terri Miller joined the meeting.

DELEGATIONS: 1. Rocky Mountain House RCMP Detachment Report

Sgt. Jason Penner provided an update on the Rocky Mountain House detachment's crime reduction initiatives, performance planning and joint force operations. He detailed statistics for persons crimes and property crimes in the Clearwater County area and the detachment's efforts to deal with prolific offenders.

Sgt. Penner detailed new building requirements for the Rocky Mountain House detachment and indicated that the Bighorn Country proposal will not impact RCMP's current operations. He noted there have been a number of water rescues in Clearwater County and responded to questions about new building requirements, property crimes and cannabis legalization.

COUNCILLOR LAIRD: That Council accepts the Rocky Mountain House RCMP Detachment Report as information.

047/19 CARRIED 7/0

Kevin Gagne, Dale Thomas, Pam Melnick, Dean Krause, Roger Smolnick, Rhonda Serhan, Matt Martinson and Carrie Liebig joined the meeting. Jason Penner and Terri Miller left the meeting.

DELEGATIONS: 2. Alberta Agriculture & Forestry Wildfire Management Plan and Mountain Pine Beetle Update

Dale Thomas reviewed presentation on the Rocky Mountain House Wildfire Risk Management Plan (RWRMP), including: objectives, plan area, approach, values, burn probability, outputs and management strategies.

D. Thomas responded to questions regarding values' areas and RWRMP work within residential areas.

Pam Melnick presented Mountain Pine Beetle (MPB) Update for 2018, including: management summary, MPB objectives, zones, trees controlled, mitigation strategies and grant opportunities.

P. Melnick responded to questions regarding MPB lifecycle, cold and mortality and monitoring efforts.

COUNCILLOR LAING: That Council receives the Alberta Agriculture & Forestry Wildfire Management Plan and Mountain Pine Beetle Update for information.

048/19 CARRIED 7/0

Kevin Gagne, Dale Thomas and Pam Melnick left the meeting.

DELEGATIONS: 3. Town of Rocky Mountain House 2019 Recreation Capital Projects

Roger Smolnicky provided an update on the Town of Rocky Mountain House's proposed 2019 Recreation Capital Projects, including: aquatic centre boiler replacement; football and track sports field lighting; North Saskatchewan River Park (NSRP); and, splash pad/activity park.

R. Smolnicky responded to questions on the status of the rodeo association's Community Facility Enhancement Program (CFEP) grant application and other grant applications as part of Alberta Masters' Games.

R. Smolnicky responded to questions regarding the Town's recreation capital planning for arena and swimming pool upgrades and expected road upgrades leading to the NSRP.

COUNCILLOR HOVEN: That Council receives the Town of Rocky Mountain House 2019 Recreation Capital Projects for information.

049/19

CARRIED 7/0

Dean Krause, Roger Smolnicky, Rhonda Serhan, Matt Martinson and Carrie Liebig left the meeting.

PUBLIC WORKS: 1. 2018 Highway Patrol Annual and Level of Service Report

Terri Miller provided an update on the Community Peace Officer (CPO) Program goals, program management, infrastructure protection, public safety, violations, education and training initiatives and community engagement activities.

T. Miller responded to questions regarding cannabis legalization and monitoring tools.

T. Miller presented CPO Program's current Service Levels and responded to questions regarding administrative time, personnel contracts, employment legislation, and road and bridge infrastructure overload protection efforts.

COUNCILLOR LAING: That Council receives the 2018 Highway Patrol Annual as information.

050/19

CARRIED 7/0

COUNCILLOR LAING: That Council approves CPO Service Levels as circulated in the Level of Service Report.

051/19

CARRIED 5/2

RECESS: Reeve Duncan recessed the meeting at 12:42 p.m.

CALL TO ORDER: Reeve Duncan called the meeting to order at 1:25 p.m. with the following people present: Councillors Vandermeer, Laird, Lougheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, C. Heggart, K. Magnus, M. Martinson, K. Hornsby, D. Spoor.

**2. Rocky Mountain Regional Solid Waste Authority Board 2019
Budget Update and Clearwater County 2019 Operating and Capital
Budget Adjustments**

Kurt Magnus provided an update on the Rocky Mountain Regional Solid Waste Authority (RMRSWA) three-year financial plan and five-year capital plans, along with operating and capital budgets for 2019.

K. Magnus noted that the Village of Caroline 2019 RMRSWA requisition will be subsidized by the County in the amount of \$52,886.00 making their requisition total \$69,214.00 and increasing Clearwater County's 2019 requisition amount to \$1,924,497.00.

K. Magnus responded to question regarding Village of Caroline's RMRSWA requisition and maintenance expected on tri-drive truck. M. Hagan responded to questions regarding operating and capital budget impacts.

COUNCILLOR VANDERMEER: That Council approves adjustments to Clearwater County's 2019 Public Works Operating and Capital Waste Budgets, as follows: decrease operating expenses by \$185,976; increase contingency by \$185,976; decrease capital expenditures by \$1,906,939; decrease grant funding by \$1,343,128; and, decrease transfers from reserves by \$563,811.

CARRIED 7/0

Kurt Magnus left the meeting.

**AGRICULTURE &
COMMUNITY
SERVICES:**

1. Rocky Nordegg Rail Trail

Matt Martinson provided background to the Rocky to Nordegg Trail construction plans for 2019, from Harlech to Saunders and possibly further, utilizing the County's budgeted \$500,000. He indicated he anticipated grant funds from Alberta Environment and Parks (AEP) in 2019 and potential for further funding from the Provincial Government for the project.

M. Martinson noted that during the 2018 construction season the trail was advanced from approximately Beaver Dam to Harlech.

M. Martinson responded to questions regarding trail concept planning, user group consultation and grant applications.

COUNCILLOR LAIRD: That Council directs Administration to continue to seek provincial funding partnerships for the Nordegg to Rocky Rail Trail construction.

CARRIED 7/0

COUNCILLOR LAING: That Council approves proceeding with construction of the Rocky Nordegg Trail, as per the approved 2019 Capital Budget.

CARRIED 7/0

Matt Martinson left the meeting.

MUNICIPAL: **1. Letter to Minister Phillips, Alberta Environment and Parks – Bighorn Country Proposal**

Reeve Duncan reviewed Council's draft letter to Minister of Environment and Parks, Shannon Philips, regarding Clearwater County's opposition to the Bighorn Country Proposal and public communications plan for the position.

COUNCILLOR LAIRD: That Council approves sending a Letter of opposition to Minister Phillips, Alberta Environment and Parks regarding the Bighorn Country Proposal, as amended.

055/19

CARRIED 7/0

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

Discussion took place on the February 12, 2019, CAO's Report, as circulated.

Discussion took place on all Councillors attending the Federation of Canadian Municipalities' (FCM).

COUNCILLOR VANDERMEER: That Council authorizes Reeve Duncan, Councillor Hoven and Councillor Laing's attendance at the 2019 FCM convention in Quebec City on May 30, 2019 to June 2, 2019.

056/19

CARRIED 7/0

COUNCILLOR SWANSON: That Council authorizes Councillor Vandermeer attendance at the Alberta Urban Municipalities Association (AUMA) Municipal Leaders' Caucus on March 27-28, 2019.

057/19

CARRIED 7/0

Discussion took place on Wild Rose School Division capital plans to be discussed at a future strategic planning session.

COUNCILLOR SWANSON: That Council authorizes all Councillors' attendance at a meeting with Wild Rose School Division Board on March 26, 2019.

058/19

CARRIED 7/0

2. Public Works Report

Discussion took place on the February 12, 2019, Public Works Report, as circulated.

3. Councillor Verbal Reports

Councillor Hoven provided an update on a meeting in Rimbey with RCMP that focused on industry property crimes and indicated that he is out of province March 11-15, 2019.

Councillor Swanson provided an update on Alberta Masters Games indicating that a volunteer coordinator has been hired, volunteer drive event is upcoming and that concerts will take place at the NRSP during the Games.

Councillor Lougheed provided an update from meeting with Wild Rose School Division noting community support for proposal of consolidation of the schools. He indicated that a steering committee has formed.

Councillor Lougheed indicated he also attended the Ag Fieldman conference in January.

Reeve Duncan noted meeting with CAOs and Mayors from Town of Rocky Mountain House and Village of Caroline regarding regional strategic planning session and future planning dates to be scheduled once a consultant is selected.

Reeve Duncan provided an update of the Intermunicipal Collaboration Framework (ICF) discussions with the Town of Rocky Mountain House indicating that the Committee reviewed services and programs at their last meeting.

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

059/19

CARRIED 7/0

COUNCILLOR SWANSON: That Council authorizes the destruction of voting ballots for the SDAB and Clearwater County Heritage Grant Advisory Committee applications.

060/19

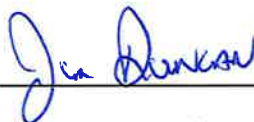

CARRIED 7/0

ADJOURNMENT:
4:03 p.m.

COUNCILLOR VANDERMEER: That the Meeting adjourns.

061/19

CARRIED 7/0


REEVE

CHIEF ADMINISTRATIVE OFFICER