

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held December 09, 2014 in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9:38 A.M. by Reeve Alexander with the following being present:

Reeve:	Patrick Alexander
Councillors:	Earl Graham
	Curt Maki
	Jim Duncan
	Theresa Laing
	Kyle Greenwood
	John Vandermeer
CAO:	Ron Leaf
Director Public Works:	Marshall Morton
Director CPS:	Ted Hickey
Recording Secretary:	Tracy Haight
	Christine Heggart
Staff:	Erik Hansen
	Kurt Magnus
Media:	Sarah Maetche
	Dania Gravelle
	Helge Nome
Public:	Kevin Leitch

**AGENDA
APPROVAL:**

Ron Leaf requested the addition of Item I2 – Bylaw 999/14 Second and Third Reading. Councillor Graham requested the addition of Item K3 – Verbal Committee Report.

COUNCILLOR MAKI: That the December 09, 2014 Regular Meeting Agenda be accepted as amended.

455/14 CARRIED 7/0

Katie Lutz joined the meeting.

**CONFIRMATION
OF MINUTES:**

1. November 25, 2014 Regular Meeting Minutes

COUNCILLOR GRAHAM: That the Minutes of the November 25, 2014 Regular Meeting be accepted.

456/14 CARRIED 7/0

**PUBLIC
WORKS:**

1. Tabled Item: Range Road 5-3A Access Road – Kevin Leitch

COUNCILLOR MAKI: That Council takes the “Kevin Leitch - Range Road 5-3A Access Road” November 12, 2014 agenda item from the table.

457/14 CARRIED 7/0

Marshall Morton stated administration has no new information other than information obtained from a previous Councillor who indicated Range Road 5-3A may have been approved for gravelling at one time many years ago.

Kevin Leitch responded to question from Council and noted his primary concern is for snow fence and winter maintenance for the road.

Rhonda Serhan joined the meeting.

Council noted the road is designated as an isolated access road and that there is a policy in place to cost share for upgrades. Erik Hansen noted estimated costs for upgrades is \$150/metre.

COUNCILLOR DUNCAN: That Council endorses the current designation of Range Road 5-3A as an Isolated Access Road on right-of-Way.

458/14

CARRIED 7/0

Marshall Morton and Kevin Leitch left the meeting.

**COMMUNITY &
PROTECTIVE
SERVICES:**

1. Alberta Rural Economic Development Action Plan

Ted Hickey provided a summary of the Alberta Rural Economic Development Action Plan recently released by the provincial government.

Discussion followed on recent funding announcements from the provincial government may lead to possible cut backs on some of the focus areas, such as the 'Final Mile Rural Community Program'.

Administration suggested Council continue moving forward on the current initiatives and the development of a lobby strategy for rural internet access in order to take full advantage of funding when available.

COUNCILLOR GREENWOOD: That Council accepts the information as presented.

459/14

CARRIED 7/0

2. RCMP Service Areas Within Clearwater County

Ted Hickey noted Clearwater County is primarily serviced by RCMP detachments in Rocky Mountain House, Sundre, and Rimbey. Other detachments in Drayton Valley, Breton, Innisfail, Sylvan Lake, Edson, Jasper, and Lake Louise, that lie on Clearwater County's border, will provide services if required.

COUNCILLOR DUNCAN: That Council accepts the information as presented.

460/14

CARRIED 7/0

Erik Hansen and Kurt Magnus left the meeting.

3. Request for Additional Funds: Physician Recruitment & Retention Society

Katie Lutz presented a request for \$2,000 in additional funds from the Physician Recruitment and Retention Society to cover their 2014 budget shortages.

Ms. Lutz explained the Society requested an equal amount from the Town of Rocky Mountain House Council and funds received will be used to cover estimated costs for recruitment and lodging for recruits.

Discussion followed on the Society’s proposed 2015 budget and Councillor Vandermeer provided further details on costs incurred for physician recruitment by the Society.

Rick Emmons and Steve Maki joined the meeting.

Discussion continued on the challenges of physician recruitment, such as lack of rental property in the community, and recruiting methods used to encourage acceptance and retention of doctors in the community.

Reeve Alexander explained the Society’s program for recruitment and retention and noted the program is modest yet effective.

COUNCILLOR VANDERMEER: That Council approves \$2,000 in Additional funds from the Community Services budget for the Physician Recruitment and Retention Society.

461/14 CARRIED 7/0

4. Tabled Item: Arbutus Hall Funding Request

COUNCILLOR GREENWOOD: That Council takes the ‘Arbutus Hall Funding Request’ April 10, 2012 agenda item from the table.

462/14 CARRIED 7/0

Katie Lutz stated Arbutus Community Hall Association used alternative funding to complete bathroom upgrades, consequently their 2012 grant application is redundant. Ms. Lutz noted the Association has indicated if they require funds to complete additional projects, they will submit a new application.

COUNCILLOR MAKI: That Council removes the ‘Arbutus Hall Funding Request’ April 10, 2012 agenda item from consideration.

463/14 CARRIED 7/0

Katie Lutz left the meeting.

MUNICIPAL: 1. 2014 Clearwater County External Safety Audit

Steve Maki stated Clearwater County achieved a grade of 94% on the 2014 External Safety Audit. Rick Emmons and Mr. Maki explained the audit process and provided an overview of the scoring system.

Mr. Maki and Mr. Emmons responded to questions from Council and explained the policy and procedure for reporting incidents and noted approximately 20% of incidents reported are ‘near misses’.

Mr. Maki and Mr. Emmons responded to questions from Council and noted the collection, compilation, and retrieval of information is the responsibility of the Administration.

Mr. Emmons explained Council’s role and responsibilities; Council’s commitment of funds and resources; and the administration process for the health and safety program.

Discussion followed on integrating Rocky Mountain Regional Solid Waste Authority’s health and safety file system with Clearwater County in order to provide a seamless program.

Council noted health and safety programs are essential for any organization and expressed appreciation for work well done by Clearwater County Administration.

COUNCILLOR LAING:

That Council accepts the 2014 External Safety Audit results for information as presented.

464/14

CARRIED 7/0

Dania Gravelle left the meeting.

2. Organizational Health and Safety Statement of Commitment

Steve Maki provided information on Bill C-45, the federal legislation that established legal duties for workplace health and safety and penalties for violations that result in injuries or death.

Mr. Maki noted Clearwater County is in compliance with provincial and federal regulations and presented Clearwater County's "Organization Health and Safety Statement of Commitment", which is an integral part of the health and safety legislation.

Rick Emmons noted Clearwater County, one of the first organizations to instate the program, takes workplace health and safety seriously. Mr. Emmons thanked Council for their commitment to the program that allows Administration to operate a safe organization.

Discussion followed on incident trends and success rate for reduction of incidents. Mr. Emmons explained hazards require elimination and/or mitigation to reduce incidents. Mr. Emmons provided an example, particular to Clearwater County's front parking lot at the administration building, and noted trips and fall hazards due to ice buildup resulting from poor design cannot be eliminated therefore the hazard is mitigated thru engineered controls.

Discussion continued on increased incident reporting; procedure for reporting incidents; and the importance of employee health and safety orientation.

COUNCILLOR GREENWOOD:

That Council accepts the information as presented.

465/14

CARRIED 7/0

Steve Maki and Ted Hickey left the meeting.

3. Proposed Date for Strategic Plan 2015 – 2018 Discussion

Council discussed the proposed date for the 2015 – 2018 Strategic Plan Discussion meeting.

COUNCILLOR MAKI:

That Council schedules the 2015-2018 Strategic Plan Discussion on December 15, 2014 at 9:00 A.M.

466/14

CARRIED 7/0

Ron Leaf requested the addition of item F5 – 2015-2018 Strategic Plan Overview.

BY CONSENSUS: That Council agrees to consider the 2015 – 2018 Strategic Plan Overview.

467/14

CARRIED 7/0

Dania Gravelle joined the meeting.

5. 2015 – 2018 Strategic Plan Overview

Ron Leaf noted previous Council discussions that reflect Council's priorities for the new strategic plan and provided an overview of the proposed discussion points for the 2015-2018 Strategic Plan.

Mr. Leaf outlined administrative recommendations for the plan context and the proposed 'Key Strategic Areas'

Rhonda Serhan left the meeting. Doug Bolin, Daryl Lougheed, and Keith McCrae joined the meeting.

Discussion followed on the importance of reflecting regional collaborative efforts, such as the 'Stronger Together' agreement in the plan. Council noted the importance of simplicity in format so that plan is easily understood.

Reeve Alexander noted Council would return to discussions after the scheduled delegation.

DELEGATIONS:

1. Doug Bolin – Discussion Regarding Municipal Development Plan

Doug Bolin stated he is part owner in a Polaris dealership, located in Eckville, and noted the successful business operation has outgrown its facility. Mr. Bolin provided background information on a previous application for a development permit to expand the business along Highway 11 at the Condor exit and noted the application was denied. Submission of an Area Structure Plan with any future application was recommended.

Mr. Bolin requested clarification from Council as to why an ASP is required and direction on how to proceed, within the Municipal Development Plan, on the application for a development permit to allow for business expansion in the Hamlet of Condor.

Daryl Lougheed stated facilitating future growth in Condor is important to the hamlet's survival.

Mr. Bolin responded to questions from Council and noted the proposed business location would provide visibility and facilitate business growth.

Reeve Alexander noted hamlet growth assessment studies were completed for Condor and Leslieville that identified significant limitations for growth. Reeve Alexander noted concern in spending tax dollars required to facilitate development by the County and to upgrade infrastructure without cost recovery.

Discussion followed on growth and development of hamlets and options to encourage growth.

COUNCILLOR GRAHAM: That Council accepts the information as presented.

468/14

CARRIED 7/0

Tracy Haight left the meeting.

IN CAMERA:

COUNCILLOR GRAHAM: That Council meets as a Committee of the Whole to discuss a Land matter at 11:26 A.M.

469/14

CARRIED 7/0

COUNCILLOR GRAHAM: That the meeting reverts to an Open Meeting at 12:10 P.M.

470/14

CARRIED 7/0

Reeve Alexander recessed the Council meeting for lunch at 12:11 P.M.

Reeve Alexander reconvened the Council meeting at 12:35 P.M. with the same people present as noted at the beginning of the meeting excluding Ted Hickey, Erik Hansen, Kurt Magnus and Kevin Leitch; and including Rudy Huisman and Rhonda Serhan.

MUNICIPAL:

3. Proposed Date for Strategic Plan 2015 – 2018 Discussion

Council resumed the discussion regarding the 2015-2018 Strategic Plan and key strategic areas (KSA). Mr. Leaf provided an overview of the four KSAs and rationale for Council's further discussion at the December 15, 2014 strategic planning meeting.

Mr. Leaf noted that he'd like the strategic plan to reflect the context as well as the supporting plans and service delivery models.

Councillor Maki noted that need to include the 10 year capitals plans' influence on the strategic planning process.

Mr. Leaf responded to questions regarding objectives and areas covering social services.

COUNCILLOR MAKI: That Council accepts the information as presented.

471/14

CARRIED 7/0

4. Brownlee LLP "Emerging Trends" Municipal Law 2015 Educational Session

Ron Leaf stated Brownlee LLP "Emerging Trends" legal sessions are scheduled for February 12 and 19 in Calgary and Edmonton, respectively.

COUNCILLOR DUNCAN: That Council approves any Councillor wishing to attend the Brownlee session, and to RSVP to Tracy by early January.

472/14

CARRIED 7/0

CORPORATE SERVICES:

1. Interim 2015 Budget

Rudy Huisman introduced the 2015 interim budget for Council's consideration.

Rhonda Serhan provided background information and reviewed the recommended actions to meet service levels and pay salaries prior to Council's adoption of the budget in 2015.

473/14

COUNCILLOR VANDERMER: That Council approves an interim operating budget that allows staff to pay salaries and operate normal programming as set out in the current 2014 operating budget.

CARRIED 7/0

COUNCILLOR DUNCAN: That Council approves additional administrative positions (one senior assessor and one administrative support for community and protective services); a 2.5% increase, effective January 2015, for administrative salaries; and, capital equipment purchases as follows:
1) \$970,000.00 Public Works
2) \$406,000.00 Ag Services & Landcare
3) \$179,791.00 Regional Fire Services
4) \$105,000 Community Peace Officers.

474/14

CARRIED 7/0

INFORMATION:

Discussion took place regarding the CAO's report and the CAAMDC District 2 Director's meetings and whether Council should appoint an additional member to attend meetings on a rotational basis.

COUNCILLOR DUNCAN: That Council appoints an additional third member to attend the CAAMDC District 2 Directors' meeting on a rotational basis.

475/14

CARRIED 7/0

Councillor Graham provided an overview of the AAMDC Board of Directors meeting. He noted in his position as District 2 Director, he received 62 meeting dates for 2015 on Standing Committees, including trails committee, water council, endangered species and wildlife management, Provincial ambulance, government joint geo-physical steering committee, land agent committee at Olds College, special data warehouse, TRAVIS MJ committee, forestry, and Foothills Research Institute.

COUNCILLOR VANDERMEER: That Council accepts the CAO Report, Public Works Director's Report, Accounts Payable Listing, and Verbal Committee Report as information.

476/14

CARRIED 7/0

Vic Maxwell, Kim Gilham, Don McPhee, Donna Hagan, and Linda Hemphill joined the meeting.

Reeve Alexander recessed the Council meeting for a Public Hearing at 1:15 P.M.

Reeve Alexander reconvened the Council meeting at 1:23 P.M. with the same people present as noted at the beginning of the meeting excluding Ted Hickey, Marshall Morton, Erik Hansen, Kurt Magnus, Christine Heggart, and Kevin Leitch.

PLANNING:

1. Bylaw 999/14 LUA SW 09 40 06 W5M Second & Third Readings

Council reviewed the information presented at the December 09, 2014 Public Hearing for an application for the redesignation of 13.5 acres from Agriculture District "A" to Intensive Agriculture District "IA" located in the SW 09 40 06 W5M.

COUNCILLOR GRAHAM: That Council grants Second Reading of Bylaw 999/14.

477/14

CARRIED 7/0

COUNCILLOR LAING: That Council grants Third Reading of Bylaw 999/14.

478/14

CARRIED 7/0

Vic Maxwell, Kim Gilham, Don McPhee, Donna Hagan, and Linda Hemphill left the meeting.

Ron Leaf requested direction from Council regarding the discussion with Mr. Bolin.

BY CONSENSUS: That Council directs Administration to prepare options to facilitate growth in the Hamlet of Condor for Council's consideration.

479/14

CARRIED 7/0

**ADJOURNMENT:
1:28 P.M.**

COUNCILLOR DUNCAN: That the Meeting adjourns.

480/14

CARRIED 7/0



REEVE


CHIEF ADMINISTRATIVE OFFICER