

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held December 12, 2017, 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:

Council:
Reeve
Councillors

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

Staff:
Interim Chief Administrative Officer
Recording Secretary
Director, Corporate Services
Director, Community and
Protective Services
Manager, Legislative Services
Manager, Infrastructure
Manager, Operations
Manager, Human Resources
Community Relations Coordinator

Rick Emmons
Tracy Haight
Murray Hagan

Ted Hickey
Christine Heggart
Erik Hansen
Kurt Magnus
Janice Anderson
Jerry Pratt

Media:

Shaelyn Poteet
Keanna Nelson
Helge Nome

**AGENDA
APPROVAL:**

The following items were added to the December 12, 2017, Regular Meeting Agenda under J.3:

- Verbal Report on North Saskatchewan Watershed Alliance Headwaters Committee and Central Alberta Association of Municipal Districts and Counties Board of Directors' meetings; and,
- Verbal Report on 'Improving Council Transparency'.

COUNCILLOR LAIRD:

That the December 12, 2017 Regular Meeting Agenda is adopted as amended.

477/17

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. November 28, 2017 Regular Meeting Minutes

COUNCILLOR DUNCAN:

That the Minutes of the November 28, 2017 Regular Meeting are adopted as circulated.

478/17

CARRIED 7/0

**PUBLIC
WORKS:**

1. North Nordegg Subdivision Residents' Dust Suppression Request

Residents of the North Nordegg Subdivision submitted a request for the County to apply SB90 dust suppression, instead of the MG30 dust suppression, on the Shunda Creek Road (approximately 2.2 kilometers) and the east end of Pine Martin Drive (approximately 800 meters).

COUNCILLOR LAING: That Council considers supplying SB90 Dust Suppression to the Shunda Creek Road and east end of Pine Martin Drive in the North Nordegg Subdivision during 2018 budget discussions; and, adjusts the 2018 accordingly.

479/17

CARRIED 7/0

MUNICIPAL:

1. Revised Meeting Procedures Bylaw 1033/17

The new 'Meetings Procedures' Bylaw 1033/17, with final amendments, was presented to Council for consideration of first, second and third readings.

COUNCILLOR DUNCAN: That Council grants first reading of 'Meetings Procedures' Bylaw 1033/17.

480/17

CARRIED 7/0

COUNCILLOR SWANSON: That Council grants second reading of 'Meetings Procedures' Bylaw 1033/17.

481/17

CARRIED 7/0

COUNCILLOR LAIRD: That Council grants permission for third reading of 'Meetings Procedures' Bylaw 1033/17.

482/17

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council grants third reading of 'Meetings Procedures' Bylaw 1033/17.

483/17

CARRIED 7/0

2. Revised Code of Conduct Bylaw 1034/17

The new 'Code of Conduct' Bylaw 1034/17, with final amendments, was presented to Council for consideration of first, second and third readings.

COUNCILLOR LAIRD: That Council grants first reading of 'Code of Conduct' Bylaw 1034/17.

484/17

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council grants second reading of 'Code of Conduct' Bylaw 1034/17.

485/17 CARRIED 7/0

COUNCILLOR DUNCAN: That Council grants permission for third reading of 'Code of Conduct' Bylaw 1034/17.

486/17 CARRIED 7/0

COUNCILLOR SWANSON: That Council grants third reading of 'Code of Conduct' Bylaw 1034/17.

487/17 CARRIED 7/0

COUNCILLOR LAING: That Council lifts 'Council's Additional Municipal Governance Training' from the table.

488/17 CARRIED 7/0

3. TABLED ITEM Council's Additional Municipal Governance Training

Additional Municipal governance training opportunities for elected officials are available through four different workshops as follows:

1. Elected Officials Education Program (EOEP) 'Munis 101';
2. Municipal Affairs;
3. SAGE Analytics 'Governance'; and,
4. Knoll & du Plessix Parliamentarian Services

Discussion took place on costs, course details and benefits of each of the workshops.

COUNCILLOR LAING: That Council directs Administration to: schedule a half-day SAGE Analytics 'Governance' Workshop following a regular council meeting; coordinate Council attendance at an EOEP Munis 101 Workshop; and, review course content and costs, in consideration of attendance by neighbouring municipalities, for parliamentarian training at a later date.

489/17 CARRIED 7/0

4. Invitation – MP Eglinski for Community Crime Awareness Meeting

Council received an invitation to attend a 'Community Crime Awareness' meeting, hosted by Jim Eglinski, Member of Parliament, with the RCMP and public on December 18 to discuss rural crime issues.

COUNCILLOR HOVEN: That Council authorizes Councillors' attendance at the Community Crime Awareness meeting on December 18, 2017.

490/17 CARRIED 7/0

COUNCILLOR SWANSON: That Council lifts 'Tabled Item 227/17 Commenting and/or Recommending Amendments on the Draft Clearwater-North Rocky Major Area Structure Plan' from the table.

491/17

CARRIED 7/0

5. TABLED ITEM 227/17 Commenting and/or Recommending Amendments on the Draft Clearwater-North Rocky Major Area Structure Plan

Removal of Council's June 13, 2017, 'Tabled item 227/17 Commenting and/or Recommending Amendments on the Draft Clearwater-North Rocky Major Area Structure Plan' was recommended considering the amount of time passed and that Council is in a new term with several new members.

COUNCILLOR DUNCAN: That Council removes 'Tabled Item 227/17 Commenting and/or Recommending Amendments on the Draft Clearwater-North Rocky Major Area Structure Plan' from Council's agenda.

492/17

CARRIED 7/0

CORPORATE SERVICES:

2. 2018 Council Compensation

As per Council's direction on September 12, 2017, additional amendments were made to the 'Council and Board Reimbursement' policy that include a committee process for reviewing Council remuneration.

Discussion took place and the following points were made:

- Any increases to remuneration should not exceed the forty-percentile range.
- Committee membership to consist of five members, three from the public and two past councillors, appointed by Council.
- Committee mandate to include a complete review of Council meeting and monthly allowance rates and Board/Committee member-at-large honourarium rates.
- Committee to be established in 2018 and every year after a municipal election, thereafter.
- Board and Committee members-at-large should receive equitable compensation.

Gwen McGregor, Cindy Easton and Jennifer McDougall joined the meeting.

COUNCILLOR DUNCAN: That Council reviews additional amendments, as discussed, to the Council and Board Reimbursement policy in January 2018.

493/17

CARRIED 7/0

**PUBLIC
PRESENTATION:**

1. Mountain Rose Women's Shelter Association (MRWSA) Rural Point-In-Time Final Report on Homelessness

Cindy Easton, MRWSA Executive Director, and G. McGregor, Point-In-Time Coordinator, presented survey results from the September 2017 'Rural Point-In-Time Population Estimation Count for Homelessness' conducted in the Town of Rocky Mountain House and Clearwater County.

Approximately 67% of survey participants were experiencing some form of homelessness as identified by Canadian Homelessness Research Network. The survey results demonstrate a need to focus on housing issues for people in the community that are experiencing emotional/mental health concerns, domestic violence and not earning a 'livable' wage.

MRWSA will conduct a comparative survey in 2018 and it is hoped end results will be used to identify community housing needs that may be addressed through partnerships with local and provincial governments and non-profit social service providers.

COUNCILLOR LAIRD: That Council receives the MRWSA 'Rural Point-In-Time Final Report on Homelessness' for information as presented.

494/17

CARRIED 7/0

2. Clearwater Broadband Foundation

J. McDougall, Project Manager, Clearwater Broadband Foundation (CBF), presented CBF's concept plan for an open access broadband infrastructure construction project within Clearwater County, Town of Rocky Mountain House and Village of Caroline.

Commencing in 2018, CBF proposes to construct 'internet backbone' and service drops over a five-year period for a total estimated cost of \$45 million. CBF expects the project to be financed by loans and/or funded by government grants.

The initial phase requires \$9.5 million for 2018, which includes the facilitation of a 'broadband launch phase' costing \$950,000, by March 30, 2018.

The 'broadband launch phase' intends to engage municipal and community stakeholders in project design planning, business development and operation strategies for a fibre/wireless network system.

COUNCILLOR LAIRD: That Council receives Clearwater Broadband Foundation's public presentation for information as presented.

495/17

CARRIED 7/0

RECESS:

Reeve Vandermeer recessed the meeting at 11:12 am

CALL TO ORDER:

Reeve Vandermeer called the meeting to order at 11:15 am with the following people present: Councillors Duncan, Laird, Loughed, Laing, Hoven and Swanson; Rick Emmons, Tracy Haight, and, Clearwater Broadband Foundation representatives: Jennifer McDougall, Project Manager; Clayton Berg, Director; Bob Haagsma, Treasurer; Mike Maki, Vice Chair; and Terry Hunt, Chair.

IN CAMERA:

COUNCILLOR SWANSON: That Council meets as a Committee of the Whole to discuss: Third Party Interest – Clearwater Broadband Foundation, in camera in accordance with Section 197(2) of the Municipal Government Act and Section 16, Disclosure Harmful to Third Party Interest, of the Freedom of Information and Protection of Privacy Act at 11:15 am.

496/17

CARRIED 7/0

COUNCILLOR HOVEN: That the meeting reverts to an Open Meeting at 12:04 pm.

497/17

CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 12:04 pm.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 12:45 pm with the following people present: Councillors Duncan, Laird, Loughed, Laing, Hoven and Swanson; Helge Nome, Keanna Nelson, Jerry Pratt, and Tracy Haight.

COMMUNITY & PROTECTIVE SERVICES:

1. Request from Chedderville All Hallows Church & Cemetery Society

The Community Historical Society of Caroline (the Society) is interested in acquiring the Chedderville All Hallows Church and relocating it to the Caroline Wheels of Time Museum grounds.

Rick Emmons and Murray Hagan and Shaelyn Poteet joined the meeting.

Clearwater County currently owns the Church and the Society requested Council consider transfer of ownership should the Society secure sufficient funds for relocation and land reclamation costs.

COUNCILLOR HOVEN: That Council agrees in principle transferring ownership of the Chedderville All Hallows Church to the Community Historical Society of Caroline once the Society secures sufficient funds for relocation and land reclamation costs.

498/17

CARRIED 7/0

CORPORATE SERVICES:

1. Clearwater Broadband Foundation's Funding Request

Discussion took place on: CBF's funding requirements to begin the broadband project in 2018; the opportunity for Council to consider funding options during Council's 2018 budget deliberations; and development of policy framework for governing broadband internet development in the County.

COUNCILLOR DUNCAN: That Council considers Clearwater Broadband Foundation's request for \$9.5 million in funding for 2018, as an option for providing internet service in Clearwater County, during budget deliberations.

499/17

CARRIED 7/0

INFORMATION:

1. Interim CAO's Report

R. Emmons reported the following:

- Clearwater County applied for the Community and Regional Economic Support (CARES) provincial grant to support development of a comprehensive broadband business case for the region. Successful applicants will be notified sometime after March 2018.
- Council received invitations to attend the North Saskatchewan Watershed Alliance (NSWA) forum on February 1, 2018 and the Alberta Rural Education Symposium on March 4 – 6.
- Municipal Affairs confirmed Clearwater County's participation in the 'Transitional Hybrid Assessment Approach for Designated Industrial Properties'.
- Central Alberta Association of Municipal Districts and Counties (CAAMDC) Board of Directors elected Bruce Beattie, Mountain View County Reeve as Chair and Jim Wood, Red Deer County Mayor as Vice Chair.

Councillor Duncan confirmed CAAMDC Resolution Committee members are as follows: Angela Aalbers, Mountain View County; Dene Cooper, M.D. Bighorn; Bryce Liddle, Ponoka County; and himself.

COUNCILLOR LAING: That Council authorizes Councillors' attendance at the North Saskatchewan Watershed Alliance forum on February 1, 2018.

500/17

CARRIED 7/0

COUNCILLOR DUNCAN: That Council authorizes Councillors' attendance at the Alberta Rural Education Symposium on March 4-6, 2018.

501/17

CARRIED 7/0

3. Councillor's Verbal Report

Councillor Duncan reported the following:

- Matt Martinson, Clearwater County's Director of Agriculture Services and Landcare was appointed to the NSWA Technical Committee. NSWA may require further administrative assistance from the County's Planning Department to complete projects.
- Red Deer County nominated Councillor Jean Bota for CAAMDC's Federation of Canadian Municipalities standing committees' candidate. CAAMDC's General Spring Meeting is scheduled for February 2, 2018 and deadline for submitting resolutions for review by the membership is January 9.
- The Deputy Minister of Alberta Environment and Parks met with the Reeve and several councillors to discuss recreational management in the West Country and suggested Council send a letter of support for implementing user pay options.

Councillor Hoven reported on progress made to date on developing ideas for improving council transparency. A full report will follow at a future council meeting.

Councillor Hoven requested authorization for Councillors Laird, Swanson, Laing and Lougheed, and himself to attend a public meeting with Wild Rose School Division regarding the David Thompson High School modernization project on December 12.

COUNCILLOR HOVEN: That Council authorizes Councillors Laird, Swanson, Laing, Lougheed, and Hoven's attendance at the Wild Rose School Division public meeting on December 12, 2018.

502/17

CARRIED 7/0

2. Public Works Director's Report

R. Emmons reviewed the December 12, 2017, Public Works Manager's Report as submitted.

COUNCILLOR SWANSON: That Council receives the Interim CAO's Report, Public Works Manager's Report, Councillor's Verbal Report, Notes from the David Thompson Country Regional Tourism Working Group – November 27, 2017 and Councillor Remuneration for information as presented.

503/17

CARRIED 7/0

Reeve Vandermeer presented R. Emmons with an Employee Recognition Award for thirty years of municipal service.

RECESS:

Reeve Vandermeer recessed the meeting at 1:23 pm.

CALL TO ORDER:

Reeve Vandermeer called the meeting to order at 1:29 pm with the following people present: Councillors Duncan, Laird, Lougheed, Laing, Hoven and Swanson; Christine Heggart, Janice Anderson, Murray Hagan, Rick Emmons and Tracy Haight.

IN CAMERA:

COUNCILLOR HOVEN: That Council meets as a Committee of the Whole to discuss: Clearwater Broadband Foundation – Third Party Interest, Legal – Judicial Review Application, and Labour – Interim CAO Contract, in camera in accordance with Section 197(2) of the Municipal Government Act and Sections 16 Disclosure Harmful to Third Party Interest, 27(1) Privileged Information, and 17(1) Disclosure Harmful to Personal Privacy of the Freedom of Information and Protection of Privacy Act at 1:29 pm

504/17

CARRIED 7/0

Murray Hagan, Christine Heggart, Tracy Haight and Rick Emmons left the meeting at 1:49 pm.

Janice Anderson left the meeting at 2:30 pm.

COUNCILLOR DUNCAN: That the meeting reverts to an Open Meeting at 4:28 pm.

505/17

CARRIED 7/0

Tracy Haight and Rick Emmons joined the meeting at 4:28 pm.

COUNCILLOR LOUGHEED: That Council declines the request by Sheila Mizera and Diana Spencer for a delegation before Council given that the two have commenced a lawsuit against Clearwater County and the Town of Rocky Mountain House in relation to the October 16, 2017 General Election.

506/17

CARRIED 7/0

COUNCILLOR SWANSON: That the Reeve and Deputy Reeve secure recruitment agency services to advertise for the Clearwater County Chief Administrative Officer position and provide a shortlist of candidates.

507/17

CARRIED 7/0

COUNCILLOR SWANSON: That Council establishes an ad hoc council committee of the whole, 'The Internet Committee, to draft a vision statement for the development of broadband internet services in Clearwater County; develop a strategy for public engagement and communication; and present the vision statement and strategies to Council at first opportunity.

508/17

CARRIED 7/0

COUNCILLOR SWANSON: That Council approves the Interim Chief Administrative Officer contract as presented and offers the contract to Rick Emmons for his consideration.

509/17

CARRIED 7/0

ADJOURNMENT:
4:51 pm

COUNCILLOR LAING: That the Meeting adjourns.

510/17

CARRIED 7/0



REEVE



INTERIM CHIEF ADMINISTRATIVE OFFICER