

Agenda

- A. Call to Order – Chief Administrative Officer**
- B. Adoption of Agenda**
- C. Elections**
 - i. Election of Reeve and Official Oath**
 - ii. Election of Deputy Reeve and Official Oath**
- D. Signing Authority**
- E. Meeting Dates**
- F. Appointment to Boards and Committees**
 - i. Council/Municipal**

These committees, established by provincial legislation or Clearwater County bylaw, meet to fulfill legislative requirements or serve in an advisory role to Council.
 - ii. Planning Authorities**

These committees, established by municipal bylaws, meet to fulfill provincial legislative requirements related to land development and/or new use of land and serve in an advisory role to Council.
 - iii. Intermunicipal/Regional**

These committees, established by intermunicipal agreements, municipal bylaws and/or provincial legislation, meet to facilitate sharing of information between local municipalities and serve in an advisory role to Council or the governing body.
 - iv. Community**

These committees, established by external stakeholders and/or intermunicipal agreements, meet to facilitate community services and programs and/or specific public functions. Councillor participation supports Council's public participation strategy and Clearwater County's Community and Protective Services department.
 - v. Industry**

These committees, established by external stakeholders, meet to facilitate communication and foster relationships.
 - vi. Stewardship**

These committees, established by external stakeholders, meet to promote and foster environmental stewardship.
- G. Other Appointments**
 - i. Appointment of Central Alberta Rural Municipalities of Alberta (RMA) District 2 Director**
 - ii. Appointment of Reeve/Deputy Reeve to Central Alberta Mayors & Reeves Committee**
 - iii. Appointment of Agriculture Fieldman**
 - iv. Appointment of Development Officer**
 - v. Appointment of Fire Guardians**
- H. Adjournment**

C. Elections

i. Election of Reeve and Official Oath (Reeve will take the Chair)

MGA Section 150 (2) states that the Chief Elected Official (Reeve) of a municipal district is to be appointed by Council from among the Councillors' unless Council passes a bylaw providing that the official is to be elected by a vote of the electors of the municipality. No bylaw has been passed.

The Chief Administrative Office (CAO) will conduct the election of Reeve, using the following process:

- a. The CAO will call for nominations three times for the position of Reeve. Seconders aren't necessary for nominations. If there is more than one nomination, voting will be done by secret ballot upon request by a councillor. The MGA Section 185.1 (2) requires Council to pass a resolution to confirm the vote taken by secret ballot.
- **STAFF RECOMMENDATION: That Council authorizes the use of secret ballot for elections during the 2018 Organizational Meeting.**
- b. A resolution will be required for nominations to cease.
- **RECOMMENDATION: That nominations for the position of Reeve cease.**
- c. The ballots will be counted by the CAO and one other staff member.
 - d. The CAO will announce the person elected as Reeve, but will not disclose the vote count.
 - e. If there is a tie vote, the CAO will place the names in a "hat" and draw one name that shall be declared the winner of the election. Again, the CAO will not disclose there was a tie vote.
 - f. Council provides a resolution to reflect outcome of the secret ballot.
- **RECOMMENDATION: That Council appoints _____ as Clearwater County's Chief Elected Official (Reeve), effective immediately, and ending on the appointment of the next Chief Elected Official.**
- g. After the declaration of the Reeve, the Chair will be turned over to the Reeve.
 - h. At the conclusion of the meeting a resolution will be required to destroy the ballots.

ii. Election of Deputy Reeve and Official Oath

MGA Section 152 (1) states that a council must appoint one or more Councillors' as Deputy Chief Elected Official so that:

- a. Only one Councillor will hold that office at any one time, and
- b. The office will always be filled.

The same procedure as in the previous election will follow except that the newly elected Reeve will call for nominations and the required resolutions.

- **RECOMMENDATION: That nominations for the position of Deputy Reeve cease.**
- **RECOMMENDATION: That Council appoints _____ as Clearwater County's Deputy Chief Elected Official (Deputy Reeve), effective immediately, and ending on the appointment of the next Deputy Chief Elected Official.**

D. SIGNING AUTHORITY

MGA Section 213 specifies requirements for signing or authorizing municipal documents.

- **STAFF RECOMMENDATION: That Council appoints the Reeve, Deputy Reeve, Chief Administrative Officer, Director of Corporate Services, Director of Planning and Manager of Finance as signing authorities for Clearwater County, in accordance with Clearwater County's 'Signing Authorities' policy, effective immediately.**
- **STAFF RECOMMENDATION: That Council authorizes the use of a printed, lithographed or otherwise reproduced signature of the appointed Clearwater County Signing Authorities.**

E. MEETING DATES

MGA Section 193 (1) allows Council to set dates for regular meetings without public notification of each meeting.

Currently, regular meetings are scheduled every second and fourth Tuesday of each month in the County Office, 4340 – 47 Avenue, Rocky Mountain House, Alberta, beginning at 9:00 am.

Regular Meeting dates scheduled for 2018 – 2019 are as follows:

2018	November 13 and 27 December 11
2019	January 8 and 22 February 12 and 26

2019	March 12 and 26 April 9 and 23 May 14 and 28 June 11 and 25 July 9 and 23 August 13 and 27 September 10 and 24 October 8 and 22* *Immediately following the 2019 Organizational Meeting
------	---

The 2019 Organizational Meeting is scheduled for October 22 at 9:00 am.

- **STAFF RECOMMENDATION: That 2018 meetings of County Council be scheduled as follows: November 13 and 27, and December 11; and, 2019 meetings of County Council be scheduled as follows: January 8 and 22, February 12 and 26, March 12 and 26, April 9 and 23, May 14 and 28, June 11 and 25, July 9 and 23, August 13 and 27, September 10 and 24, October 9 and 22; starting at 9:00 am in the Clearwater County Office at 4340-47 Avenue, Rocky Mountain House, Alberta.**

F. APPOINTMENT TO BOARDS AND COMMITTEES

The various board and committee appointments have been categorized by purpose and function. Please note: Citizen at large board/committee applications are not included in this agenda package in accordance with the Freedom of Information and Protection of Privacy Act.

i. Council/Municipal

Historically, these committees have been noted as requiring a heavy time commitment, for most part.

1. Strategic Planning (formerly Agenda and Priorities (A&P)) Committee

Established by Bylaw1042, the Strategic Planning Committee may review, evaluate and make staff recommendations to Council regarding: setting of priorities; bylaw development; policy development; business planning; financial planning and budget; legal services and agreements; land sale or purchase, and negotiations; personnel matters; or economic development and tourism activities. Meetings are scheduled on the third Monday in January, April, June and September.

- **STAFF RECOMMENDATION: Strategic Planning Committee – All of Council Appointment – For a One-Year Term Effective October 23, 2018.**

- **STAFF RECOMMENDATION: Strategic Planning Committee Meeting Dates –January 21, April 15, June 17 and September 16, 2019, starting at 9:00 am in the County Office at 4340-47 Avenue, Rocky Mountain House, Alberta.**

2. Agricultural Service Board (ASB)

Established by Bylaw 1042 and acknowledged within the Agricultural Service Board Act, this Board serves as an advisory body to Council and residents on all matters pertaining to agriculture. Meetings are scheduled on the third Friday, every two months.

- **STAFF RECOMMENDATION: Agricultural Service Board – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

Citizen at Large Appointments (2):

Applications and/or expressions of interest were received from the following:

Jody Bignell
James Taylor
Aaron Terpsma

- **STAFF RECOMMENDATION: Agricultural Service Board – Two Citizen at Large Appointments for a Four-Year Term Effective November 1, 2018.**

3. Chief Administrative Officer (CAO) Performance Evaluation Committee

Council established a CAO Performance Evaluation Working Group to compile documents and template forms for a new CAO Performance Evaluation process. Consequently, the Committee's structure no longer fits with Council's direction and staff recommends Council consider dissolving the Committee.

- **STAFF RECOMMENDATION: That Council dissolves the CAO Performance Evaluation Committee Effective October 23, 2018, and amends Bylaw 1042 accordingly.**

4. Clearwater County Emergency Management Committee

Established by Bylaw 1011 and acknowledged within the Emergency Management Act, the Committee has the power to declare or renew a state of local emergency under the Act. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Clearwater County Emergency Management Committee – Three Council Appointments – Reeve, Deputy Reeve and Councillor – For a One-Year Term Effective October 23, 2018**

5. Clearwater County Heritage Board (CCHB)

On October 9, 2018, Council indicated their intent to dissolve the existing CCHB and develop Terms of Reference for a new Clearwater County Heritage Advisory Committee with mandate to review and approve heritage project /grant applications. At a future regular meeting, Council will be asked to review the draft Terms of Reference for the new advisory committee and recommend the following membership: one member of Council and two citizens at large. As this board is new and citizen-at-large vacancies were not advertised as part of the organizational meeting ads, Administration will advertise for the new Committee and bring back the citizen-at-large appointment agenda item at a future meeting.

- **STAFF RECOMMENDATION: That Council dissolves the Clearwater County Heritage Board Committee Effective October 23, 2018, and amends Bylaw 1042 accordingly.**

6. Council and Board/Committee Citizen Compensation Committee

The Council Compensation Committee is a temporary committee with a mandate to review the remuneration paid to Council and board/committee Citizens-at-Large; and, to make recommendations to Council on remuneration.

Appointments are made in the calendar year following a municipal election, effective from March to June of that year. Next required appointments take effect March 1, 2022.

7. Internet/Broadband Committee

Established by Bylaw 1042, this Committee develops vision statement, public engagement strategy and advises Council on matters related to development and operations of an Open Access Network of broadband infrastructure in Clearwater County. The Committee is intended as a forum for discussion related to broadband infrastructure development project, and as a Committee of Council only has the authority to recommend action to Council.

- **STAFF RECOMMENDATION: Internet/Broadband Committee – All of Council Appointment – For a One-Year Term Effective October 23, 2018.**

8. Pest and Weed Control Appeal Board

Established by Bylaw 1042 and acknowledged within the Agricultural Pest Act and Weed Control Act, this Board provides an appeal mechanism. It is recommended

to appoint five (5) councillors not on the ASB. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Pest and Weed Control Appeal Board – Five Council Appointments – For a One-Year Term Effective October 23, 2018**

ii. **Planning Authorities**

Historically, these committees have been noted as requiring a heavy time commitment, for most part.

9. Municipal Planning Commission (MPC)

Established by Bylaw 997 and acknowledged within the MGA, MPC is an advisory committee to Council and Development Authority for land use development, rezoning, and acts as the decision-making body for subdivisions. Meetings are scheduled on the third Wednesday of every month.

- **STAFF RECOMMENDATION: Municipal Planning Commission – Three Council Appointments – For a One-Year Term Effective October 23, 2018**

Citizen at Large Appointments (2)

Applications and/or expression of interest were received from the following:

Marianne Cole
Thomas Clark
Rick Cuerrier
Cheryl Dezall
Darcy Glasier
Tim Plante
Gordon Sanders
Kelly Spongberg
Murray Welch

- **STAFF RECOMMENDATION: Municipal Planning Commission – Two Citizen at Large Appointments – For a One-Year Term Effective November 1, 2018**

10. Subdivision Development Appeal Board (SDAB)

Established by Bylaw 1036 and acknowledged within the MGA, SDAB provides an appeal mechanism for developments/subdivisions and environmental clean-up orders. Meetings are scheduled as required, averaging five (5) times per year.

- **STAFF RECOMMENDATION: Subdivision Development Appeal Board – One Council Appointment and One Alternate – For a One-Year Term Effective October 23, 2018.**

- **STAFF RECOMMENDATION: Subdivision Development Appeal Board – Chairman and Vice-Chairman Appointments – For a One-year Term Effective October 23, 2018.**

Established by Bylaw 1039 and acknowledged within the MGA, the SDAB Clerk and Alternate are appointed by Council – staff recommendation is to appoint Christine Heggart as SDAB Clerk, and Tracy Haight as Alternate.

- **STAFF RECOMMENDATION: Subdivision Development Appeal Board – Clerk Appointment and One Alternate – For a One-Year Term Effective October 23, 2018.**

Citizen at Large Appointments (4 Citizens and 3 Alternates)

Applications and/or expression of interest were received from the following:

Pat Butler
Marianne Cole
Earl Graham
Murray Welch
Dick Wymenga

- **STAFF RECOMMENDATION: Subdivision Development Appeal Board – Four Citizens at Large Appointments – For a One-Year Term Effective November 1, 2018.**

- **STAFF RECOMMENDATION: Subdivision Development Appeal Board – Three Alternate Citizens at Large Appointments – For a One-year Term Effective – November 1, 2018.**

11. Caroline-Clearwater Intermunicipal Development Plan/Intermunicipal Collaboration Framework (IDP/ICF) Committee

Established by MGA requirements for an ICF/IDP to be in place by April 1, 2020, this Committee oversees and provides feedback on the development of an ICF and IDP between the Village of Caroline and Clearwater County and ensures that all of the land use statutory plans used by the Village and County, as they apply to the area around Caroline, are consistent with one another.

- **STAFF RECOMMENDATION: Caroline-Clearwater Intermunicipal Plan/Intermunicipal Collaboration Framework Committee – Two Council and One Alternate Appointments – and – CAO Appointment – For a One-Year Term Effective October 23, 2018.**

12. Rocky-Clearwater Intermunicipal Development Plan (IDP) Committee

Established by the Rocky-Clearwater 2007 Intermunicipal Development Plan, this Committee monitors and oversees implementation of the Plan, reviews proposed annexation and amendments and serves as an advisory body to respective Councils. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Rocky-Clearwater Intermunicipal Development Plan Committee – Three Council Appointments – For a One-Year Term Effective October 23, 2018.**

iii. Intermunicipal/Regional

Historically, these committees have been noted as requiring a moderate time commitment, for most part.

13. Clearwater Regional Emergency Management Advisory Committee

Established by Bylaw 1011 and acknowledged within the Emergency Management Act, this Committee reviews Municipal Emergency Plans and programs and serves as an advisory body for Council. Reeve and Deputy Reeve are automatically appointed and it is recommended that the councillor appointment is the same as the Clearwater County Emergency Management Committee appointment. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Clearwater Regional Emergency Management Advisory Committee – Three Council Appointments - Reeve, Deputy Reeve and Councillor – For a One-Year Term Effective October 23, 2018.**

14. Clearwater Regional Family and Community Support Services Board

Established by the Family and Community Support Services Act and intermunicipal agreements, this Board assists in formulating plans and priorities for social services programming. Meetings are scheduled on the second Wednesday of every month.

- **STAFF RECOMMENDATION: Clearwater Regional Family and Community Support Services Board – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

15. Intermunicipal Collaboration Committee (ICC)

Established by an intermunicipal collaboration framework, “Stronger Together – Building Opportunities for Our Future Agreement”, this non decision-making Committee strategically identifies opportunities and priorities for intermunicipal actions and serves as an advisory body for respective Councils. Meetings are scheduled a minimum of four (4) times per year.

- **STAFF RECOMMENDATION: ICC – Two Council Appointments and One Alternate Appointment – For a One-Year Term Effective October 23, 2018.**

16. Library Boards

Established by the Libraries Act and bylaws of the applicable municipality and regional agreements, these Boards manage and provide municipal library services.

a. Caroline Municipal Library Board

Meetings are scheduled on the first Monday in November, February, April, June and October.

- **STAFF RECOMMENDATION: Caroline Municipal Library Board – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

b. Rocky Mountain House Public Library Board

Meetings are scheduled on the third Wednesday of each month.

- **STAFF RECOMMENDATION: Rocky Mountain House Municipal Library Board - One Council Appointment – For a One-Year Term Effective October 23, 2018.**

Trustee Appointment (1)

Applications and/or expressions of interest were received from the following:

Michael Day

- **STAFF RECOMMENDATION: Rocky Mountain House Municipal Library – One Trustee Appointment – For a Three-Year Term Effective January 1, 2019.**

c. Parkland Regional Library (PRL) Board

Meetings are scheduled once per month in February, May, September and November.

- **STAFF RECOMMENDATION: Parkland Regional Library Board – One Council Appointment, One Alternate Appointment – for a One-Year Term Effective October 23, 2018.**

17. Recreation Boards

Established by municipal bylaws and intermunicipal agreements, these Boards manage and provide recreational programs.

- a. Caroline and District Recreation and Agricultural Society**
Established by Bylaw 111 and Amending Bylaw 493 with agreement, this Society facilitates the operation of the HUB Complex in Caroline and acts as a review body for recreation grant funding to groups in the Caroline areas. Meetings are scheduled on the second Tuesday of the month, excepting August.
- **STAFF RECOMMENDATION: Caroline and District Recreation and Agricultural Society - One Council Appointment, One Alternate Appointment – for a One-Year Term Effective October 23, 2018.**
- b. David Thompson Recreation Board**
Established by Bylaw 568, this Board acts as an advisory body on all matters affecting the development of recreation services, and maintenance and use of recreational facilities in and around the communities of Alhambra, Aurora, Centerview, Condor, Evergreen/Stauffer, Gimlet, Leslieville, and Withrow; and, the Condor, Leslieville and David Thompson schools. Meetings are scheduled on the first Thursday of the month, excepting July and August.

- **STAFF RECOMMENDATION: David Thompson Recreation Board - One Council Appointment, One Alternate Appointment – for a One-Year Term Effective October 23, 2018.**

c. Rocky and District Recreation, Parks and Community Services

Established by Bylaw 546 with agreement, this Board act as an advisory body affecting the development of policies and guidelines on matters relating to the Christenson Sports & Wellness Centre, Credit Union Co-op Aquatic Centre, Lou Soppit Community Centre, athletic fields and playgrounds and recreational programming. Meetings are scheduled on the first Wednesday of the month, excepting July and August.

- **STAFF RECOMMENDATION: Rocky and District Recreation, Parks and Community Services - One Council Appointment, One Alternate Appointment – for a One-Year Term Effective October 23, 2018.**

Citizen at Large Appointment (1)

Applications and/or expressions of interest were received from the following:

Rick Cuerrier

- **STAFF RECOMMENDATION: Rocky and District Recreation, Parks and Community Services – One Citizen at Large Appointment – For a Three-Year Term Effective January 1, 2019.**

18. Regional Fire Rescue Services Advisory Committee

Established by Bylaw 1028 and acknowledged within the MGA, this Committee serves as a review, advisory and recommending body to respective Councils. Meetings are scheduled on the first Thursday of each month.

(Section 9.3 No citizen shall serve on the Committee for more than three (3) consecutive terms, unless authorized by Council where Council determines that extraordinary conditions warrant such an appointment.)

- **STAFF RECOMMENDATION: Regional Fire Rescue Services Advisory Committee – Two Council Appointments and One Alternate – For a One-Year Term Effective October 23, 2018.**

19. Rocky Mountain House (CYRM) Airport Commission

Established by an Operating/Management Agreement (August 2013) between Town of Rocky Mountain House and Clearwater County, the Commission develops policy, rules and regulations in all aspects of operating and managing the Airport. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Rocky Mountain House (CYRM) Airport Commission – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

20. Rocky Mountain Regional Solid Waste Authority Committee

Established by an Operations Agreement between Clearwater County, Town of Rocky Mountain House and Village of Caroline, this Committee serves as a review, advisory and recommending body only, to respective Councils, for delivery of solid waste services. Meetings are scheduled on the second Thursday of each month.

- **STAFF RECOMMENDATION: Rocky Mountain Regional Solid Waste Authority Committee – Three Council Appointments – For a One-Year Term Effective October 23, 2018.**

21. Rocky Senior Housing Council

Established by Alberta Seniors and Housing Ministerial Order #H:063/2000, this Council, known as a management body, is responsible for the operation and administration of senior housing accommodations in Caroline, Leslieville and Rocky Mountain House. Meetings are scheduled on the third Wednesday of each month.

- **STAFF RECOMMENDATION: Rocky Senior Housing Council – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

Citizen at Large Appointment (1)

Applications and/or expression of interest were received from the following:

Phyllis McNutt
Deborah Nelson
Lynn Webster

- **STAFF RECOMMENDATION: Rocky Senior Housing Council – One Citizen at Large Appointment – For a One-Year Term Effective November 1, 2018.**

iv. Community

Historically, these committees have been noted as requiring a light time commitment, for most part.

22. Central Alberta Economic Partnership (CAEP)

Established within the provincial Regional Economic Development Alliance with 35 community members, this non-profit organization facilitates and supports business development in urban and rural municipalities. In addition to the Councillor appointment, a CAEP Business Representative (citizen at large) is also appointed. Meetings are scheduled every two (2) months.

- **STAFF RECOMMENDATION: Central Alberta Economic Partnership - One Council Appointment - For a One-Year Term Effective October 23, 2018.**

Citizen at Large Appointment (1)

Applications and/or expression of interest were received from the following:

Julie Andrew
 Andrea Garnier-Spongberg
 Robert Haagsma
 Tim Plante

- **STAFF RECOMMENDATION: Central Alberta Economic Partnership - One Citizen at Large Appointment – For a One-Year Term Effective November 1, 2018.**

23. Clearwater Community Police Advisory Committee (CCPAC)

Established as a volunteer-based community organization, this Committee acts as an advisory body to the Rocky Mountain House RCMP Detachment. Meetings are scheduled on the second Wednesday of every month.

- **STAFF RECOMMENDATION: Clearwater Community Police Advisory Committee – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

24. Community Futures – Central Alberta (CFCA)

Established as a non-profit organization and funded by the federal government, this organization supports rural economic diversification and provides small business services, programs and business management tools. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Community Futures Central Alberta – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

25. Nordegg Community Association

Established as a society by residents of Nordegg, this Association focuses on attracting and retaining recreation, education and industry to the Nordegg community. Meetings are scheduled once a month.

- **STAFF RECOMMENDATION: Nordegg Community Association – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

26. North Saskatchewan River Park Advisory Committee

Established as an advisory body by user groups and stakeholders, this committee reviews development plans for the North Saskatchewan River Park. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: North Saskatchewan River Park Advisory Committee – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

27. Physician Recruitment and Retention Committee

Established as a joint municipal effort by the Town of Rocky Mountain House, Village of Caroline and Clearwater County, this multi-stakeholder Committee plans initiatives for recruitment and retention of health professionals to service residents and neighbouring First Nations communities. Meetings are scheduled once a month.

- **STAFF RECOMMENDATION: Physician Recruitment and Retention Committee – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

Citizen at Large Appointments (2)

Applications and/or expression of interest were received from the following:

Rose Wymenga

- **STAFF RECOMMENDATION: Physician Recruitment and Retention Committee – Two Citizen at Large Appointments – For a One-Year Term Effective November 1, 2018.**

28. Rocky Community Learning Council (RCLC) Board of Directors

Established as a non-profit organization, the community-based Board of Directors oversee the governance and operations for the Rocky Learning Centre. Meetings are scheduled on the third Thursday of each month (excepting July/August).

- **STAFF RECOMMENDATION: Rocky Community Learning Council (RCLC) Board of Directors – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

29. Rocky Mountain House Hospital Committee

Established as an advocacy group for a new hospital, this Committee historically has the same citizenship as the Physician Recruitment and Retention Committee. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Rocky Mountain House Hospital Committee – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

30. Rocky Mountain House Museum Operations Board

Established by an agreement between the Rocky Mountain House Reunion Historical Society (RMHRHS), Town of Rocky Mountain House and Clearwater County, this board acts as an advisory body to RMHRHS regarding operations of the museum building and Pioneer Park. Meetings are scheduled quarterly.

- **STAFF RECOMMENDATION: Rocky Mountain House Museum Operations Board – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

31. Rocky Mountain House Visitor Information Centre (VIC) Board

Established by an agreement between Rocky Mountain House and District Chamber of Commerce, Town of Rocky Mountain House and Clearwater County, this board is responsible for the development of policies, objectives, programs and standards for the operation of the Visitor Information Centre. Meetings are scheduled quarterly.

- **STAFF RECOMMENDATION: Rocky Mountain House Visitor Information Centre Board – Two Council Appointments – For a One-Year Term Effective October 23, 2018.**

32. School Resource Officer (SRO) Committee

Established by agreements between Clearwater County, Town of Rocky Mountain House and Wild Rose Public School Division, this Committee reviews the SRO program. Meetings are scheduled once or twice per year.

- **STAFF RECOMMENDATION: School Resource Officer (SRO) Committee – One Council Appointment and One Alternate – For a One-Year Term Effective October 23, 2018.**

33. Rimbey RCMP Community Consultative Group

Established by the Rimbey RCMP Detachment, this multi-stakeholder group acts as an advisory body on local crime prevention. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Rimbey RCMP Community Consultative Group – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

34. Sundre RCMP Community Advisory Committee

Established by the Sundre RCMP Detachment, this multi-stakeholder committee acts as an advisory body on local crime prevention. Meetings are scheduled as required.

- **STAFF RECOMMENDATION: Sundre RCMP Community Advisory Committee – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

35. West Country Drug Coalition

Established by Alberta Health Services, this Coalition share ideas and resources to solve alcohol and drug related community issues. Meetings are scheduled nine (9) times per year.

- **STAFF RECOMMENDATION: West Country Drug Coalition – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

v. Industry

Historically, these committees have been noted as requiring a light time commitment, for most part.

36. CN Railways Community Advisory Panel

Established by CN Railways, this panel discusses concerns raised by Central Alberta municipalities. Meetings are scheduled semi-annually.

- **STAFF RECOMMENDATION: CN Railways Community Advisory Panel – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

37. Sundre Forest Products Public Involvement Round Table (SPIRT)

Established by West Fraser Mills Ltd., this group discusses forest management issues and acts in an advisory capacity to Sundre Forest Products. Meetings are scheduled four (4) to six (6) times per year.

- **STAFF RECOMMENDATION: Sundre Forest Products Public Involvement Round Table (SPIRT) – One Council Appointment and One Alternate – For a One-Year Term Effective October 23, 2018.**

38. Sundre Petroleum Operators Group (SPOG) Board of Directors

The SPOG Board of Directors is made of volunteers from Industry, Community and Government. They are a policy making board that sets the goals and directions for SPOG and the subsequent committees that fall under the SPOG umbrella. Meetings are scheduled quarterly.

- **STAFF RECOMMENDATION: Sundre Petroleum Operators Group (SPOG) Board of Directors – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

39. West Central Stakeholder Group

Established by multi-stakeholders, this synergy group presents and discusses information related to oil and gas industry operations in West Central Alberta. Meetings are scheduled on the first Tuesday of every month.

- **STAFF RECOMMENDATION: West Central Stakeholder Group – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

vi. Stewardship

Historically, these committees have been noted as requiring a light time commitment, for most part.

40. Bighorn Back Country Standing Committee

Established by Alberta Environment and Parks Sustainable Resource Development, this committee assists with on-going planning and managing of access in the Bighorn Backcountry. This appointment also includes participation in the Clearwater Forest Recreational Trail Initiative (CTI). Meetings are scheduled two (2) to four (4) times per year.

- **STAFF RECOMMENDATION: Bighorn Back Country Standing Committee and the Clearwater Forest Recreational Trail Initiative – One Council Appointment and One Alternate – For a One-Year Term Effective October 23, 2018.**

41. North Saskatchewan Watershed Alliance Board of Directors and NSWA Headwaters Partnership Steering Committee

Under the Government of Alberta's Water for Life Strategy, the North Saskatchewan Watershed Alliance (NSWA) became one of eleven Watershed Planning and Advisory Councils (WPACs) in Alberta in 2005. The NSWA provides a discussion forum to address issues affecting the North Saskatchewan River (NSR) watershed. It initiates and encourages activities that result in best practices for watershed management.

The NSWA Headwaters Partnership Steering Committee, established and supported by NSWA, oversees technical work on the state of headwaters in the North Saskatchewan River watershed.

- **STAFF RECOMMENDATION: North Saskatchewan Watershed Alliance Board of Directors and Headwaters Partnership Steering Committee – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

42. Parkland Airshed Management Zone (PAMZ) – Board of Directors

Established as a non-profit organization, this board is responsible for identifying air quality concerns within the zone and implementing management strategies to address those concerns. Meetings are scheduled on the third Wednesday in January, April, June, September and November.

- **STAFF RECOMMENDATION: Parkland Airshed Management Zone – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

43. Red Deer River Municipal Users Group (RDRMUG)

Established as an association by rural and urban municipalities within the Red Deer River Basin and communities who receive water from the Red Deer River, this group focuses on shared goals and long-term sustainability of the Red Deer River. Meetings are every two (2) months.

- **STAFF RECOMMENDATION: Red Deer River Municipal Users Group – One Council Appointment – For a One-Year Term Effective October 23, 2018.**

G. Other Appointments

i. Appointment of Central Rural Municipalities of Alberta Director

CRMA consists of District 2 members of the RMA who meet twice yearly to review resolutions that are to be presented at the RMA conventions. The Director attends two (2) Directors' meetings as well as two (2) District 2 general meetings per year.

- **STAFF RECOMMENDATION: CRMA Director – One Council Appointment and One Alternate – For a One-Year Term Effective October 23, 2018**

ii. Appointment of Reeve/Deputy Reeve to Central Alberta Mayors & Reeves Committee

Established as a committee by Central Alberta urban and rural municipalities, this group meets several times per year to discuss current issues. Appointment authorizes the Reeve and Deputy Reeve's attendance.

- **STAFF RECOMMENDATION: Central Alberta Mayors' & Reeves' Meetings – One Reeve and Deputy Reeve Appointment – For a One-Year Term Effective October 23, 2018**

iii. Appointment of Agriculture Fieldman

Established by Bylaw 1038 and acknowledged within the MGA, Council will appoint a person(s) by resolution to the position of Agricultural Fieldman to carry out the duties and responsibilities of an Ag Fieldman under the Agricultural Service Board Act.

- **STAFF RECOMMENDATION: Council Appointment of Agricultural Fieldman – Matt Martinson, Director of Agricultural and Community Services – for the duration of his employment with Clearwater County.**

iv. Appointment of Development Officer(s)

Established by Bylaw 997 and 998 and acknowledged within the MGA, Council will appoint a person(s) by resolution to the position of Development Officer pursuant to the Land Use Bylaw.

- **STAFF RECOMMENDATION: Council Appointment of Development Officers – Keith McCrae, Director of Planning; Kim Gilham and Jose Reyes, Senior Planners; Dustin Bisson, Planner; Eleanor Pengelly, Holly Bily, Charmin Pashulka, Development Officers – for the duration of their employment with Clearwater County.**

v. Appointment of Fire Guardians

In accordance with the MGA and the Alberta Fire Code, "Fire Guardian" means a person named, appointed or deemed as a Fire Guardian pursuant to the Sec. 4 Forest and Prairie Protection Act (supra). The Reeve, each Councillor and the CAO are by virtue of their offices fire guardians in and for the municipal district. RSA 2000 cF-19 s4;2003 c20 s6.

Each year before March 1, the Council of a municipal district shall appoint, for a term not exceeding one year, a sufficient number of fire guardians to enforce the Forest and Prairie Protections Act within the boundaries.

Historically, Council appoints the Fire Chief and Deputy Chiefs as Fire Guardian(s) to enforce the provisions of the Forest and Prairie Protection Act (supra) within the boundaries of the County.

- **STAFF RECOMMENDATION: Council Appointment of 2017/2018 Fire Guardians – Steven Debienne, Regional Fire Chief; Shawn St. Peter, Regional Deputy Fire Chief - For a One-Year Term Effective October 23, 2018**

H. Adjournment