

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held July 24, 2018, 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:

Reeve
Councillors

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

Staff:

Acting Chief Administrative Officer
Recording Secretary
Manager, Legislative Services
Director, Planning & Development
Senior Planner
Economic Development Officer
Director, Public Works Operations
Director, Public Works Infrastructure
Regional Fire Chief
Manager, Financial Services
Manager, Human Resources
Planner
GIS Coordinator

Murray Hagan
Djurdjica Tusic
Christine Heggart
Keith McCrae
Kim Gilham
Jerry Pratt
Kurt Magnus
Erik Hansen
Steve Debiegne
Rhonda Serhan
Janice Anderson
Dustin Bisson
Cheryl Verhaeghe

Media:

Laura Button
Diane Spoor
Amanda Richter
Jessie Weisner
Helge Nome

**AGENDA,
APPROVAL:**

COUNCILLOR SWANSON:

That the July 24, 2018 Regular Meeting Agenda is adopted as circulated.

324/18

CARRIED 6/0

**CONFIRMATION
OF MINUTES:**

1. July 10, 2018 Regular Meeting Minutes

COUNCILLOR DUNCAN:

That the Minutes of the July 10, 2018, Regular Meeting are adopted as circulated.

325/18

CARRIED 6/0

RECESS: Reeve Vandermeer recessed the meeting at 9:01 am for a Public Hearing of Bylaw 1052/18.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 12:35 pm with the following people present: Councillors Duncan, Laird, Loughheed, Hoven and Swanson; K. McCrae, K. Gilham, M. Hagan, C. Heggart, J. Anderson, R. Serhan, D. Bisson, C. Verhaeghe, M. Bell, C. Heggart and Djurdjica Tutic.

RECESS: Reeve Vandermeer recessed the meeting at 12:35 pm

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 1:11 pm

PLANNING: 1. Bylaw 1052/18 for Application 04/18 to amend the Land Use Bylaw - Consideration of Second and Third Reading

The purpose of Bylaw 1052/18 is to amend the Land Use Bylaw 714/01 to redesignate +/- 40.0 acres located at NE 29 34 05 W5M from Agriculture District 'A' to Light Industrial District 'LI'.

K. McCrae provided a summary of the policy enabling the land use amendment that permits rezoning and the process for amending the land use rezoning to Light Industrial, if desired by Council.

K. McCrae noted that Clearwater County's Land Use Bylaw gives authority to Council to revoke the decision to amend the land zoning and return the land to its original Agriculture status if the development does not proceed within one year.

Diane Spoor joined the meeting.

COUNCILLOR SWANSON: That Council grants second reading of Bylaw 1052/18 – to amend the Land Use Bylaw.

326/18

CARRIED 6/0

COUNCILLOR DUNCAN: That Council grants third reading of Bylaw 1052/18 – to amend the Land Use Bylaw.

327/18

CARRIED 6/0

2. Economic Development Strategy

J. Pratt presented a summary of the Economic Development Online Survey results and Open House dialogue. The common theme highlights four focus areas that would build the Economic Development Strategy (prepare to have growth of business, prepare to have growth of people, promote opportunities and foster a culture of growth).

K. McCrae answered questions regarding the requirements and process to have development ready land for new and existing business operations.

M. Martinson and S. Debiegne joined the meeting.

J. Pratt indicated the Economic Development Strategy Report and Plan will be ready for Council review in late fall.

Helge Nome joined the meeting.

COUNCILLOR HOVEN: That Council receives the following summaries: Economic Development Online Survey for Business Owners or Managers; Economic Development Online Survey for County Residents; Discussions with Realtors and Land Appraiser; and, Economic Development Open House for information as presented.

328/18

CARRIED 6/0

COUNCILLOR LOUGHEED: That Council approves four focus areas for Clearwater County's Economic Development Strategy as follows: Prepare for Business Growth; Prepare for Population Growth; Promote Opportunities; and Foster a Culture of Growth.

329/18

CARRIED 6/0

**CLEARWATER
REGIONAL FIRE
RESCUE
SERVICES:**

1. Quality Management Plan (QMP) Fire Discipline

S. Debiene presented a summary of each municipality having a separate QMP and the benefits of one harmonized QMP to increase operational efficiencies.

S. Debiene responded to questions from Council about promoting education of safe living within the community by incorporating inspections to keep businesses safe so that they remain vibrant in the community.

COUNCILLOR LAIRD: That Council adopts the Clearwater Regional Fire Rescue Services Quality Management Plan for administering the Safety Codes Act

330/18

CARRIED 6/0

**AGRICULTURE &
COMMUNITY
SERVICES:**

1. Alberta Master Games Use of Sasquatch Branding

M. Martinson presented a request from the 2019 Alberta Master Games Society requesting to use the Sasquatch logo during the promotional component of the Games. The event is not about environmental stewardship; however, there is the potential risk for diluting the brand.

M. Martinson answered questions regarding the Sasquatch mascot, specific images of use and how it will be published. When the Sasquatch was developed, the concept was to have him remain unseen, quiet and treat the land with respect.

E. Hansen joined the meeting.

COUNCILLOR LAIRD: That Council directs Councillor Duncan and Councillor Swanson along with members from The 2019 Alberta Masters Games Society to form a working committee to create specific guidelines on the permitted use of the Sasquatch Branding as a mascot for the 2019 Alberta Master Games.

331/18

CARRIED 6/0

RECESS: Reeve Vandermeer recessed the meeting at 2:15 pm

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 2:25 pm

**CORPORATE
SERVICES:**

1. Second Quarter Financial Report

R. Serhan presented a summary of the second quarterly operating and capital financial reports with noted variances explained as presented.

COUNCILLOR SWANSON: That Council receives Clearwater County's Second Quarter Financial Report as of June 30, 2018, for information as presented.

332/18

CARRIED 6/0

MUNICIPAL:

1. Intermunicipal Collaboration Framework (ICF) and Yellowhead County ICF Exemption Request

C. Heggart presented a request from Yellowhead County to apply to be exempt from the ICF and IDP requirements considering that boundaries shared with Clearwater County represent Crown Land with no shared services.

COUNCILLOR DUNCAN: That Council directs Administration to draft a support letter for Yellowhead County's request to seek a Ministerial Order to exempt Clearwater County and Yellowhead County from the need to complete an Intermunicipal Collaboration Framework and Intermunicipal Development Plan.

333/18

CARRIED 6/0

COUNCILLOR LOUGHEED: That Council requests support from MD of Bighorn, Brazeau County, ID No.12 and ID No.9 to seek a Ministerial Order to exempt Clearwater County and the respective municipalities from the need to complete Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans.

334/18

CARRIED 6/0

COUNCILLOR DUNCAN: That Council requests support from the Summer Village of Burnstick Lake to seek a Ministerial Order to exempt Clearwater County and the respective municipality from the need to complete an Intermunicipal Development Plans.

335/18

CARRIED 6/0

2. Second Draft Letter – Clearwater County Broadband Initiative and Provincial Broadband Strategy

Council reviewed the second draft letter to the Minister of Service Alberta.

COUNCILLOR SWANSON: That Council directs Administration to submit the letter as amended to the Minister of Service Alberta.

336/18

CARRIED 6/0

3. Local Authorities Election Act Amendments

Council reviewed the letter to Minister Shaye Anderson, Municipal Affairs, regarding Local Authorities Election Act amendments.

COUNCILLOR HOVEN: That Council directs Administration to submit the letter to the Minister of Municipal Affairs.

337/18

CARRIED 6/0

4 Bylaw 1054/18 '2018 Obsolete Bylaws' Consideration of Third Readings

Council reviewed the list of bylaws that are obsolete, inoperative, expired or otherwise ineffective.

COUNCILLOR DUNCAN: That Council grants third reading of Bylaw 1054/18 '2018 Obsolete Bylaws' to repeal bylaws that are obsolete, inoperative, expired or otherwise ineffective.

338/18

CARRIED 6/0

INFORMATION:

1. CAO's Report

M. Hagan reviewed the July 24, 2018, CAO Report, as submitted.

COUNCILLOR SWANSON: That Council appoints a Councillor (to be determined) to attend the AUMA Convention in September 26-28, 2018.

339/18

CARRIED 6/0

2. Public Works Report

M. Hagan presented the Public Works Report as distributed, including an update for gravel roads, surfaced roads, maintenance, gravel road rehabilitation, base/pave projects, west country road projects, and information on road bans.

3. CAO Performance Evaluation Process – Working Group Verbal Report

M. Hagan provided an update on the working group progress. The evaluation process will be outlined in three parts as a way to align the CAO goals with the Council's Strategic Plan. The three parts include a CAO self-evaluation, Leadership Team assessment and feedback from partner municipality administrators.

4. Councillor's Verbal Report

None were given.

COUNCILLOR HOVEN: That Council receives the CAO's Report, Public Works Directors' Report, Accounts Payable, CAO Performance Evaluation Process – Working Group Verbal Report, and Councillor Remuneration for information as presented.

340/18

CARRIED 6/0

RECESS: Reeve Vandermeer recessed the meeting at 3:11 pm

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 3:19 pm

CLOSED SESSION:

COUNCILLOR SWANSON: That Council approves meeting as a Committee of the Whole, to discuss Item J1. Land – Condor/Leslieville Fire Station Location(s) Project, in a closed session, in accordance with Section 197(2) of the Municipal Government Act; Section 24 as per the Freedom of Information and Protection of Privacy Act at 3:19 pm.

341/18

CARRIED 6/0

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion with respect to Report Land – Condor/Leslieville Fire Station Location(s) Project:

M. Hagan (Advice), R. Serhan (Advice), E. Hansen (Advice), S. Debienne (Advice), C. Heggart (Advice) and DJ Tutic (Clerk).

COUNCILLOR SWANSON: That the meeting reverts to an Open Session at 5:09 pm

342/18

CARRIED 6/0

RECESS: Reeve Vandermeer recessed the meeting at 5:10 pm

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 5:12 pm

ADJOURNMENT: COUNCILLOR LAIRD: That the Meeting adjourns.
5:12 pm

343/18

CARRIED 6/0



REEVE



ACTING CHIEF ADMINISTRATIVE OFFICER