

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held March 13, 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
Theresa Laing
Tim Hoven
Michelle Swanson

Staff:

Interim Chief Administrative Officer
Recording Secretary
Director, Corporate Services
Director, Agriculture and
Community Services
Senior Planner
Development Officer
Manager, Planning
Manager, Legislative Services
Economic Development Officer

Rick Emmons
Tracy Haight
Murray Hagan

Matt Martinson
Kim Gilham
Holly Bily
Keith McCrae
Christine Heggart
Jerry Pratt

Media:

Keanna Nelson
Shaelynn Poteet

Public:

Helge Nome
Marianne Cole
Dan Warkentin
Janis Lewis-Hrapstead

**AGENDA,
APPROVAL:**

The following items were added to the March 13, 2018, Regular Meeting Agenda:

- Verbal Reports from Councillor Laing, Hoven, and Lougheed under Item H4;
- Legal Verbal Report: 2017 Municipal Election Judicial Review Application as Closed Session Item I2, in accordance with Section 197(2) of the Municipal Government Act and Section 27 Exception to Disclosure of Information subject to Legal Privilege of the Freedom of Information and Protection of Privacy Act.
- Labour Verbal Report: Chief Administrative Officer Recruitment Update as Closed Session Item I3, in accordance with Section 197(2) of the Municipal Government Act and Section 17 Disclosure Harmful to Personal Privacy of the Freedom of Information and Protection of Privacy Act.
- Legal Verbal Report: Alberta Counsel: Engagement Proposal as Closed Session Item I4, in accordance with Section 197(2) of the Municipal Government Act and Section 25(1)(b) Disclosure Harmful to Economic or Other Interests of a Public Body.
- Land Verbal Report: North Development Area as Closed Session Item I5, in accordance with Section 197(2) of the Municipal Government Act

and Section 25(1)(b) Disclosure Harmful to Economic or Other Interests of a Public Body.

COUNCILLOR LAIRD: That the March 13, 2018 Regular Meeting Agenda is adopted as amended.

110/18

CARRIED 7/0

CONFIRMATION OF MINUTES:

1. February 27, 2018 Regular Meeting Minutes

Administration responded to question and explained the rationale for discontinuing the practice of recording the vote count on motions "carried" or "defeated" in Council's meeting minutes. It is considered as partially recording a vote, without a request to record the names of each councillor voting, which does not meet legislative requirements. Recording motions as "carried" or "defeated", without vote counts, demonstrates that any majority carries equal standing by a collective governing body.

Discussion took place and it was noted that the councillors found partial recording of vote counts in the minutes as informative.

COUNCILLOR DUNCAN: That the partial vote count is recorded on motions "carried" or "defeated" in Council's meeting minutes.

111/18

CARRIED 7/0

COUNCILLOR SWANSON: That the Minutes of the February 27, 2018, Regular Meeting are adopted as circulated.

112/18

CARRIED 7/0

RECESS:

Reeve Vandermeer recessed the meeting for a public hearing, prior to considering the granting of second and third readings to Bylaw 1035/18 for the purpose of amending the Land Use Bylaw 714/01, held in the Clearwater County Council Chambers at 9:08 am.

CALL TO ORDER:

Reeve Vandermeer reconvened the meeting at 9:17 am, with the following people present: Councillors Duncan, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, C. Heggart, M. Hagan, M. Martinson, K. McCrae, K. Gilham, H. Bily, J. Pratt, K. Nelson, S. Poteet, H. Nome, M. Cole, D. Warkentin, and J. Lewis-Hrappstead.

PLANNING:

1. Bylaw 1035/18 Consideration of Second and Third Readings

Bylaw 1035/18, to amend Land Use Bylaw 714/01 to redesignate a portion of NE 29-35-05 W5M containing +/-19.06 acres from Industrial District "I" back to Agriculture District "A".

COUNCILLOR LAING: That Council grants second reading to Bylaw 1035/18.

113/18

CARRIED 7/0

COUNCILLOR HOVEN: That Council grants third reading to Bylaw 1035/18.

114/18

CARRIED 7/0

J. Lewis-Hrapstead, K. Gilham and H. Bily left the meeting.

2. Economic Development Strategy Working Group

The Economic Development Strategy Working Group, created by Administration, will collect data and provide input on strategies for improving economic development in the County. The Working Group's composition includes representation from five businesses, the County's Economic Development Officer and one member of Council.

A draft Economic Development Strategy report, based on the Working Group's findings, is planned for presentation to Council in October 2018.

COUNCILLOR SWANSON: That Council appoints Councillor Hoven to the Economic Development Strategy Working Group and, Councillor Loughed as alternate, for an eight-month term effective March 13, 2018.

115/18

CARRIED 7/0

**AGRICULTURE
& COMMUNITY
SERVICES:**

1. Crammond Community Hall Grant Request

Crammond Community Centre applied for \$5,500.00, through the County's 'Capital Grant Funding for Community Halls' policy, to purchase banquet tables and chairs. The estimated total cost is \$11,000.00.

Administration responded to question and confirmed the Community Centre's application did not include 2017 financial statements.

Discussion followed on future opportunities for consultation with community hall association representatives regarding the application process for capital grant funding and, to determine their existing and future capital needs for consideration in the 'Capital Grant Funding for Community Halls' policy review.

COUNCILLOR LAING: That Council tables Crammond Community Hall's grant request for \$5,500.00 pending Council's receipt of the Hall's 2017 financial statements.

116/18

CARRIED 7/0

COUNCILLOR LAING: That Council directs Administration to include input from community hall associations for the pending review of the 'Capital Grant Funding for Community Halls' policy and report findings to Council.

117/18

CARRIED 7/0

M. Martinson left the meeting.

CORPORATE SERVICES:

1. Genesis Reciprocal Insurance Exchange Annual General Meeting

Genesis Reciprocal Insurance Exchange is holding its annual general meeting on March 19, 2018, during the Alberta Association of Municipal Districts and Counties Spring 2018 Conference.

If the Reeve and/or Chief Administrative Office are unable to attend the meeting, a signed proxy granting authority to another individual to vote on behalf of Clearwater County is required.

COUNCILLOR DUNCAN: That Council appoints Director of Corporate Services to attend the Genesis Annual General Meeting on March 19 and vote on behalf of Clearwater County.

118/18

CARRIED 7/0

MUNICIPAL:

1. Council Committees Bylaw and Committee Terms of Reference

With Council's establishment of two committees, Internet/Broadband Committee on December 12, 2017 by Resolution 508/17; and, the Council Compensation Committee on January 23, 2018 by Resolution 061/18, Administration drafted a new Council Committees Bylaw 1042/18 to reflect these additional committees. Bylaw 1042/18 also repeals the former Council Committees Bylaw 1022/17.

COUNCILLOR DUNCAN: That Council amends Bylaw 1042/18 to reflect the addition of 'For all purposes of the committee, a quorum shall be five members.' as 4.1(g)(iii)(2) and grants first reading of Bylaw 1042/18 – Council Committees Bylaw as amended.

119/18

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council grants second reading of Bylaw 1042/18 – Council Committees Bylaw as amended.

120/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council grants permission for third reading of Bylaw 1042/18 – Council Committees Bylaw as amended.

121/18

CARRIED 7/0

COUNCILLOR DUNCAN: That Council grants third reading of Bylaw 1042/18 – Council Committees Bylaw as amended.

122/18

CARRIED 7/0

Administration also drafted a Terms of Reference for the Internet/Broadband Committee, as per Council's direction on January 23, 2018, by Resolution 048/18.

Discussion followed and the following amendments to the Terms of Reference were recommended:

- Delete the second paragraph, 'A large majority of Clearwater County will have access to a fibre connection, providing even more speed and capacity to satisfy ever-increasing demand.'
- Replace 'CRTC targets of 50Mbps download/10Mbps upload speeds.' with 'CRTC minimum targets (50Mbps download/10Mbps upload speeds) and making one gigabit service available to provide even more speed and capacity to satisfy future demand.'

It was recommended to amend the section 'Quorum' to read 'For all purposes of the Committee, a quorum shall be five members.'

COUNCILLOR SWANSON: That Council approves the Terms of Reference for the Internet/Broadband Committee of Council as amended.

123/18

CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 10:10 am.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 10:25 am with the following people present: Councillors Duncan, Laird, Lougheed, Laing, Hoven and Swanson; M. Cole, D. Warkentin, K. Nelson, S. Poteet, M. Hagan, R. Emmons, C. Heggart and T. Haight.

2. Provincial Broadband Survey

Discussion took place on Council's responses to Service Alberta's Provincial Broadband Survey. The survey's purpose is to gather information from municipalities that will be used to develop recommendations for a provincial broadband strategy.

COUNCILLOR SWANSON: That Council authorizes Administration to forward Council's responses to the Provincial Broadband Survey.

124/18

CARRIED 7/0

3. Application for Judicial Review of 2017 Municipal Election – Legal Costs

Administration requested a transfer of \$50,000.00 from Contingency to Corporate Services Legal budget to cover anticipated unbudgeted legal costs in 2018 related to the 2017 election judicial review application.

To date, legal costs associated with the application are approximately \$60,000.00 (to be split equally between the Town and County) and it is anticipated that costs to conclude the judicial review will be \$100,000.00 by the end of 2018.

COUNCILLOR LAIRD: That Council approves transferring \$50,000.00 from Contingency to Legal for legal cost related to the 2017 Municipal Election Judicial Review Application.

125/18

CARRIED 7/0

4. Alberta Association of Municipal Districts and Counties (AAMDC) 2018 Spring Convention Resolutions

Discussion took place on administrative recommendations for support/non-support of AAMDC Spring 2018 Resolutions.

COUNCILLOR SWANSON: That Council receives the administrative report on Alberta Association of Municipal Districts and Counties Spring 2018 Resolutions for information as presented.

126/18

CARRIED 7/0

5. Private Member's Motion on Rural Crime in Canada

Shannon Stubbs, Member of Parliament, proposed a Private Member's Motion asking that the Standing Committee on Public Safety and National Security be instructed to undertake a study on rural crime in Canada and, asks that elected officials from Alberta municipalities endorse this motion by providing a letter of support.

COUNCILLOR DUNCAN: That Council approves the letter of support endorsing Member of Parliament, Shannon Stubbs' Private Member's Motion #M-167 requesting the Standing Committee on Public Safety and National Security undertake a study on rural crime in Canada.

127/18

CARRIED 7/0

INFORMATION:

1. Interim CAO's Report

R. Emmons reported the following:

- Clearwater County was successful in the \$125,000 Alberta Environment and Parks (AEP) grant application for the redevelopment of a multi-user Rocky-Nordegg recreation trail.
- AEP released an online survey for Albertans to provide feedback on the North Saskatchewan Regional Advisory Council's recommendations on how land should be used and managed in the North Saskatchewan Region.

COUNCILLOR SWANSON: That Council reviews the AEP survey and provide responses at the April 24, 2018 Regular Council meeting.

128/18

CARRIED 7/0

- Central Alberta Economic Partnership is hosting an Elected Official Member Engagement meeting on April 6.

COUNCILLOR HOVEN: That Council authorizes Councillors' attendance at the CAEP Elected Official – Member Engagement Meeting on April 06, 2018.

129/18

CARRIED 7/0

- Conflicting schedules limit full Council representation at meetings with AEP Deputy Minister and Alberta Justice and Solicitor General Assistant Deputy Minister during the AAMDC Conference.
- The Municipal Affairs Minister is scheduled to meet with Council on March 20.

COUNCILLOR DUNCAN: That Councillor Hoven and Interim CAO attend the meeting with the Assistant Deputy Minister, Alberta Justice and Solicitor General on March 21, 2018 and cancels the meeting with Deputy Minister, Alberta Environment and Parks on March 19.

130/18

CARRIED 7/0

COUNCILLOR LAIRD: That Council authorizes Councillor's attendance at the Rocky Mountain House Chamber of Commerce Awards Banquet on March 24, 2018.

131/18

CARRIED 7/0

2. Public Works Report

R. Emmons reviewed the March 13, 2018, Public Works Report as submitted.

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

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 12:39 pm with the following people present: Councillors Duncan, Laird, Lougheed, Laing, Hoven and Swanson; M. Hagan, R. Emmons, C. Heggart and T. Haight.

3. Councillor's Verbal Report

Councillor Laing reported on the March 4 Rocky Mountain House Solid Waste Authority Board meeting and extended an invitation for Councillors to attend a presentation at the next meeting on April 12.

COUNCILLOR LOUGHEED: That Council authorizes Councillor's attendance at the Rocky Mountain House Solid Waste Authority Board meeting on April 12, 2018.

132/18

CARRIED 7/0

Councillor Hoven reported on the Rural Crime Watch tradeshow and requested authorization to attend the Rural Crime Watch Annual General Meeting on March 28.

Councillor Lougheed reported on the February 28 Elected Official's Economic Development course and the March 6 Physician Recruitment and Retention meeting.

Councillor Swanson reported on the invitation received from the Rimbey RCMP Detachment for Council representation on the newly formed Community Consultative Group.

COUNCILLOR HOVEN: That Council appoints Councillor Hoven and, Councillor Swanson as alternate to the Rimbey RCMP Community Consultative Group, effective March 13 to October 23, 2018.

133/18

CARRIED 7/0

COUNCILLOR LAING: That Council authorizes Councillor Hoven's attendance at the Rural Crime Watch Annual General Meeting on March 28, 2018.

134/18

CARRIED 7/0

COUNCILLOR HOVEN: That Council authorizes Peter Giuffre's, Recruitment Consultant, Wendy Ellen Inc., participation in the Closed Session Meeting regarding Item 13 Labour Verbal Report via telecommunications at 2:30 pm.

135/18

CARRIED 7/0

COUNCILLOR DUNCAN: That Council receives the Interim CAO's Report, Public Works Directors' Report, Accounts Payable, Councillor's Verbal Report, Councillor Remuneration and, Central Alberta Economic Partnership Investment Attraction Matrix for information as presented.

136/18

CARRIED 7/0

By consensus, the March 13, 2018 Regular Council Meeting Agenda was further amended to include the addition of Closed Session items as follows:

- Labour Verbal Report: Employment Positions as Item 16, in accordance with Section 197(2) of the Municipal Government Act and Section 17 Disclosure Harmful to Personal Privacy of the Freedom of Information and Protection of Privacy Act.
- Third Party Business Interest Verbal Report: Internet Service Providers as Item 17, in accordance with Section 197(2) of the Municipal Government Act and Section 16 Disclosure Harmful to Business

Interests of a Third Party of the Freedom of Information and Protection of Privacy Act.

CLOSED SESSION:

COUNCILLOR LAING:

That Council approves meeting as a Committee of the Whole, to discuss Items 11. On Sight Development; 12. Legal Verbal Report – 2017 Municipal Election Judicial Review Application; 13. Labour Verbal Report – CAO Recruitment; 14 Legal Verbal Report - Alberta Counsel: Engagement Proposal; 15 Land Verbal Report – North Development Area; 16. Labour Verbal Report – Employment Positions; 17. Third Party Business Interest Verbal Report – Internet Service Providers in a closed session, in accordance with Section 197(2) of the Municipal Government Act and Section 16 Disclosure Harmful to Business Interests of a Third Party; Section 27 Exception to Disclosure of Information subject to Legal Privilege; Section 17(1) Disclosure Harmful to Personal Privacy; Section 25(1)(b) Disclosure Harmful to Economic or Other Interests of a Public Body as per the Freedom of Information and Protection of Privacy Act at 12:58 pm.

137/18

CARRIED 7/0

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 11. On Sight Development:

K. McCrae (Advice), M. Hagan (Advice), R. Emmons (Advice), T. Haight (Clerk), C. Heggart (Advice), J. Pratt (Advice), Hollen Sheldrake (Presenter, On Sight Development) Marla Zapach (Presenter, On Sight Development), and Jane Drummond (Presenter, On Sight Development).

H. Sheldrake, M. Zapach, J. Drummond left the meeting at 1:55 pm.

K. McCrae and J. Pratt left the meeting at 2:13 pm

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 12. Legal Verbal Report – 2017 Municipal Election Judicial Review Application:

M. Hagan (Advice), R. Emmons (Advice), C. Heggart (Advice) and T. Haight (Clerk).

R. Emmons, C. Heggart, M. Hagan and T. Haight left the meeting at 2:26 pm.

P. Giuffre joined the meeting via telecommunications at 2:30 pm.

Pursuant to Section 197(6) of the Municipal Government Act, P. Giuffre, Recruitment Consultant, Wendy Ellen Inc., was in attendance, via telecommunications, in the closed session discussion with respect to 13. Labour Verbal Report – CAO Recruitment.

P. Giuffre left the meeting at 3:15 pm.

R. Emmons, C. Heggart, M. Hagan and T. Haight joined the meeting at 3:18 pm.

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 I2. Legal Verbal Report – 2017 Municipal Election Judicial Review Application; I4. Legal Verbal Report - Alberta Counsel: Engagement Proposal; I5 Land Verbal Report – North Development Area; I6. Labour Verbal Report: Employment Positions; I7. Third Party Business Interest Verbal Report: Internet Service Providers:

M. Hagan (Advice), R. Emmons (Advice), C. Heggart (Advice) and T. Haight (Clerk).

138/18

COUNCILLOR LAING:

That Council receives On Sight Development's information as presented.

CARRIED 7/0

139/18

COUNCILLOR LAING:

That Council directs Administration to make further inquiries regarding On Sight Development's information.

CARRIED 7/0

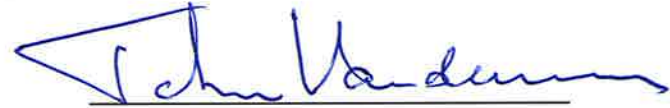
ADJOURNMENT:
5:15 pm.

COUNCILLOR SWANSON:

That the Meeting adjourns.

140/18

CARRIED 7/0



REEVE


INTERIM CHIEF ADMINISTRATIVE OFFICER