

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held March 12, 2019, in the Clearwater County Council Chambers in Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 9:00 a.m. by Reeve Duncan with the following being present:

Reeve Councillors	Jim Duncan John Vandermeer Cammie Laird Daryl Lougheed Michelle Swanson Theresa Laing
Regrets:	Tim Hoven
Staff: Chief Administrative Officer Recording Secretary Director, Corporate Services Director, Agriculture & Community Services Manager, Legislative Services Manager, Finance Manager, Assessment Director, Public Works Operations Surfaced Roads Supervisor	Rick Emmons Tracy Haight Murray Hagan  Matt Martinson Christine Heggart Rhonda Serhan Robert Kotchon Kurt Magnus Katelynn Erikson
Media:	Kassandra Hornsby Dianne Spoor
West Country Family Services Association Board Chair	Barry McQueen

**AGENDA  
APPROVAL:**

**COUNCILLOR VANDERMEER:** That the March 12, 2019 Regular Meeting Agenda is adopted as circulated.

**087/19**

CARRIED 6/0

**CONFIRMATION  
OF MINUTES:**

1. February 26, 2019 Regular Meeting of Council Minutes

**COUNCILLOR LAING:** That the Minutes of the February 26, 2019, Regular Meeting are adopted as circulated.

**088/19**

CARRIED 6/0

**AGRICULTURE  
& COMMUNITY  
SERVICES:**

**1. West Country Family Services' RCMP Musical Ride Fundraiser**

West Country Family Service Association (WCFSA) requested sponsorship to host an RCMP Musical Ride fundraising event in Rocky Mountain House on August 17 and 18, 2019. Funds raised will be used to support WCFSA's senior care programs.

COUNCILLOR LAIRD: That Council receives information from West Country Family Services Association on the RCMP Musical Ride Fundraiser Event as presented.

089/19

CARRIED 6/0

COUNCILLOR VANDERMEER: That Council sponsors \$6000 for the August 2019 RCMP Musical Ride Fundraiser Event in Rocky Mountain House; and, that the \$6000 is funded from Contingency.

090/19

CARRIED 6/0

**PUBLIC WORKS:**

**1. Policy Review: Dust Abatement**

Clearwater County's current 'Dust Abatement' policy outlines procedure for the application of dust suppressant on County gravel roads in front of farmsteads, residences or businesses.

Amendments to the policy, now titled as the 'Dust Suppression' policy, were reviewed.

Discussion took place and further amendments were made.

COUNCILLOR LOUGHEED: That Council approves draft revisions, in principle, to the 'Dust Suppression' policy; and, reviews final draft revisions at the next scheduled regular meeting of Council.

091/19

CARRIED 6/0

**CORPORATE  
SERVICES:**

**1. 2018 Property Assessment Review**

Clearwater County's 2018 Property Assessment Summary and 2018 Designated Industrial Property (DIP) Assessment Load, accepted by the Province of Alberta, reflects an overall 1.93% decrease in taxable assessment base from last year. The change is attributed to decreases in commercial/industrial and DIP assessment categories, offset by an increase in linear assessment amounts.

Discussion took place on new regulations in the Municipal Government Act (MGA) that allow municipalities to identify a Small Business Property sub-class for non-residential properties that meet MGA sub-class criteria.

Discussion took place on administrative processes, procedures, and timeline for identifying small businesses operating in the County and implementing a Small Business Property Sub-Class tax rate.

092/19

COUNCILLOR VANDERMEER: That Council receives the Clearwater County's 2018 Property and Designated Industrial Property Assessment Summary Report for information.

CARRIED 6/0

093/19

COUNCILLOR LOUGHEED: That Council directs Administration to collect data on small businesses operating within Clearwater County to determine implementation of a Small Business Sub-Class tax rate and report back to Council.

CARRIED 6/0

RECESS: Reeve Duncan recessed the meeting at 10:12 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 10:19 am with the following people present: Councillors Vandermeer, Laird, Lougheed, Laing, and Swanson; R. Emmons, M. Hagan, C. Heggart, K. Hornsby, D. Spoor, and T. Haight.

MUNICIPAL:

1. Policy Updates: Seminars, Conferences & Training for Councillors Policy and Councillor, Board and Committee Remuneration Policy

Revisions to the 'Seminars, Conferences and Training for Councillors' and 'Councillor, Board and Committee Remuneration' policies relating to councillor attendance at Federation of Canadian Municipalities (FCM) conferences were reviewed.

Discussion took place on the value and benefits of having councillors attend the FCM conferences three times per term, as well as estimated costs for attending, and further amendments were recommended.

094/19

COUNCILLOR SWANSON: That Council approves draft revisions, in principle, to the 'Seminars, Conferences and Training for Councillors' and the 'Councillor, Board and Committee Remuneration' policies; and, reviews final draft revisions at a regular meeting of Council.

CARRIED 6/0

**2. RMA Spring 2019 Resolutions**

Discussion took place on administrative recommendations for support/non-support of Rural Municipal Association's 2019 Spring Resolutions to be voted on at the Convention taking place March 18 - 20.

COUNCILLOR SWANSON: That Council receives the Administrative Summary on Rural Municipal Association's 2019 Spring Resolutions for information as presented.

**095/19**

CARRIED 6/0

Ed Grose joined the meeting.

**3. CAO Performance Appraisal**

E. Grose, Human Resources Consultant, hr outlook, explained the concepts and philosophy of performance appraisals. He also reviewed this year's process for the annual CAO – Performance Feedback and timeline for completing. He also recommended that Council consider an alternative process, 'Pulse Performance Review' for next year.

COUNCILLOR LAIRD: That Council approves implementation of the Clearwater County CAO Performance Feedback Survey 2019 for the annual CAO Performance Review.

**096/19**

CARRIED 6/0

**INFORMATION:**

**1. CAO's Report**

Discussion took place on the March 12, 2019, CAO Report, as circulated.

COUNCILLOR SWANSON: That Council authorizes councillors' attendance at the Central Alberta Economic Partnership Member Engagement Meeting on April 8, 2019.

**097/19**

CARRIED 6/0

COUNCILLOR LAING: That Council authorizes Councillor Swanson and Deputy Reeve Vandermeer attendance at the Blue Mountain Power Co-op Annual General Meeting on April 17, 2019.

**098/19**

CARRIED 6/0

COUNCILLOR SWANSON:

That Council authorizes one Councillor to attend the Red Deer College Board of Governors engagement session on April 10, 2019.

099/19

CARRIED 6/0

**2. Public Works Report**

Discussion took place on the March 12, 2019, Public Works Report, as circulated.

**3. Councillor Verbal Reports**

Councillor Laird reported on her attendance at the AB Education Symposium last week and asked that Administration send a letter to the Minister of Education outlining Council's support in principle of Wild Rose School Division's proposed projects for corridor schools.

Councillor Loughheed reported on Friends of Corridor Schools and the David Thompson Recreational Board meetings he attended.

Councillor Swanson reported on AB Education Symposium and gave updates on the Town of Rocky Mountain House Recreation Board and Alberta Master Games Committee activities.

COUNCILLOR LAIRD:

That Council receives the CAO's Report, Public Works Report, Accounts Payable, and Councillor Verbal Reports, for information as presented.

100/19

CARRIED 6/0

**ADJOURNMENT:**  
12:17 pm

COUNCILLOR SWANSON:

That the Meeting adjourns.

101/19

CARRIED 6/0



REEVE



CHIEF ADMINISTRATIVE OFFICER