

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held May 10<sup>th</sup>, 2011 in the County Office at Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 8:59 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	Robert Bryant
	Dick Wymenga
	John Vandermeer
	Case Korver
	Jim Duncan
Municipal Manager:	Ron Leaf
Public Works Manager:	Marshall Morton
Public Works Assistant Manager:	Rick Emmons
IT:	Darrell Philip
Recording Secretary:	Christine Heggart
Jr. Communications Coordinator:	Nathan Klosse
	Wendy Kurlaw
	Brad Welygan
Mountaineer:	Jessica Jones

In Camera agenda addition by Councillor Duncan regarding Draft Community Program.  
In Camera agenda addition by Councillor Korver regarding Draft County Contract.

**AGENDA**

**APPROVAL:** BOB BRYANT: That the May 10<sup>th</sup>, 2011 Regular Meeting Agenda be accepted as amended.  
193/11 CARRIED 6/0

**CONFIRMATION OF MINUTES:** 1. April 26<sup>th</sup>, 2011 Regular Meeting Minutes

CASE KORVER: That the Minutes of the April 26<sup>th</sup>, 2011 Regular Meeting be confirmed as circulated.  
194/11 CARRIED 6/0

**CONFIRMATION OF MINUTES:** 2. April 26<sup>th</sup>, 2011 Public Hearing Minutes

JIM DUNCAN: That the Minutes of the April 26<sup>th</sup>, 2011 Public Hearing be confirmed as circulated.  
195/11 CARRIED 6/0

**PUBLIC WORKS:** 1. Public Works Manager’s Report

Marshall Morton presented the May 10<sup>th</sup>, 2011 Public Works Manager’s Report to Council.

**Frost Probes**

The frost probes that are located on the Caroline South, Prairie Creek, Hwy 761 and Wallstreet Roads indicate that 1. 5m of the 2.4m of frost has come out as of Monday May 9, 2011.

**Construction**

Prentice Creek Contracting has about 50% of Twp 40-1A (Chicken Ranch) roughed in and are currently on schedule to complete this road project by the middle of June. There will be a Pre-Tender meeting held on May 19<sup>th</sup> for the new intersection supplying

access to the Nordegg Subdivision. Tenders close on May 26<sup>th</sup> at 2:00pm.

**Plow Trucks**

The Plow trucks have now been down rigged for the season and are now available for their respective summer season use.

**Maintenance**

The snow fence installed to control drifting has now been removed and crews are busy spray patching, washing signs and sweeping intersections.

**Current Road Bans:**

Road Bans are unchanged from April 12<sup>th</sup>, 2011 Council meeting.

Staff responded to questions received from Council regarding the state of the roads and that gravel roads are in good condition and surfaced roads have received more damage than typical due to weather related issues, along with the typical frost conditions for this time of year.

DICK WYMENGA: That the Public Works Manager's Report of May 10<sup>th</sup>, 2011 be accepted as presented.

196/11

CARRIED 6/0

**PUBLIC WORKS: 2. Proposed access to SW 12 -39 -7 W5**

Erik Hansen presented the request from Dan Spongberg proposing the construction of 800m of municipal standard road on a cost share basis with Clearwater County.

The proposed road would continue south on the currently undeveloped portion of Range Road 7-1 south of Twp Rd 39-2 approximately 200m. The balance of the existing road would then be upgraded to municipal standard which would then provide legal access to the SW 12 -39 -7 W5.

The subject area has been inspected and determined that the proposed road does qualify under the "Access Roads" policy and could enter the cue for 2012 construction. The estimated cost of this project is \$95,140.00 with the County's cost share being \$71,355.00.

The scheduled 2011 projects include the Hoven access road (NW 21- 37-4 W5), the McKeown access road (SW 17- 35-5 W5) and the Sauter access road (SW 6- 35-5 W5).

Council discussed the cue system for roads waiting for to be built under the Access Roads policy.

Darrell Phillip and Nathan Klosse left the meeting.

CASE KORVER: That Council approves the construction of the SW 12 -39 -7 W5 (Spongberg) access road in 2012 under the provisions of the Access Roads Policy.

197/11

CARRIED 6/0

**PUBLIC WORKS: 3. Twp 40-2 and Hwy 761 Intersection**

Erik Hansen presented improvement recommendations for Twp 40-2 and Hwy 761 intersection, and provided Council information regarding adjacent landowners (Mr. Rangen owns the SE 14, SW 13 and the NW 12- 40- 5 W5 and Mr. Hake owns the NE 11- 40- 5 W5) both being amenable to the project.

This plan includes improving both sides of the intersection utilizing the excess cut material on the east side to fill the west side. A traffic accommodation strategy has been submitted to Alberta Transportation for their review and the revised estimate for this intersection improvement is \$160,000.00 with funds available within the 2011 Gravel Road Rehabilitation budget.

DICK WYMENGA: That Council approves the construction of intersection improvement at Twp. 40-2 and Hwy 761.

198/11

CARRIED 6/0

Diane Fingler and Murray Hagan joined the meeting.

## CORPORATE SERVICES:

### 1. Accounts Payable Listing

Council reviewed the Open Payable Report for May 10<sup>th</sup>, 2011 which was previously sent to Council.

JIM DUNCAN: That Council accepts the Accounts Payable Listing as information.

199/11

CARRIED 6/0

Marshall Morton and Erik Hansen left the meeting.

**CORPORATE SERVICES:**

## 2. Financial Information Report

Murray Hagan presented information released to the three local newspapers of on the summary of consolidated financial statements on April 26, 2011.

Sharing this summarized information through a media provides the County an opportunity to communicate with the public, providing a visual presentation of our financial information to aid understanding. Readers will be encouraged to visit the website for further details.

Council discussed the interpretation of the *Expenses* summary pie chart headings, specifically the fact that *FCSS* expense includes the West View Lodge Capital payments and that *Amortization* includes road depreciation.

Mr. Hagan noted the auditor's summary letter, which will be included in the advertising.

JIM DUNCAN: That Council accepts this news release for information.

200/11

CARRIED 6/0

**CORPORATE  
SERVICES:**

**3. Westview Lodge Financial Statements**

Murray Hagan reviewed the audited financial statements for the Rocky Senior Housing Council - Westview Lodge for the year ended December 31, 2010.

Clearwater County provides annual funding to the Rocky Senior Housing Council, through requisition, for operation of the Westview Lodge. In 2010, the County also authorized payment in the amount of \$5,083,741 to assist with funding for the Lodge Modernization and Improvement Program. This contribution was funded through debenture debt, repayable over the next 15 years.

Mr. Hagan highlighted key areas of Westview Lodge’s financial statements and noted that in his opinion there were no negative indicators in the statements. Mr. Hagan pointed out that net cash available for operations decreased by \$165,166 from 2009, and should be monitored in future years. Westview Lodge capital assets increases are due largely to the ongoing expansion. Expenses increased by \$94,614, with the most notable changes occurring within food, utilities and wages.

JOHN VANDERMEER:                      That Council accepts thje  
financial statements for  
information.

**201/11** **CARRIED 6/0**

Murray Hagan left the meeting.  
Terri Miller, Mike Haugen and Tyler McKinnon joined the meeting.

**MUNICIPAL:**                      **4. May Long Weekend Task Force – Verbal Report**

Terri Miller presented to the invitation to Council to join the may long weekend taskforce over the long weekend for ride-a-longs in vehicles or helicopters and asked Council to attend the check stop barbeque Friday May 20, 2011.

Ms. Miller noted that to minimize safety concerns, this year all officers will be paired up and that check stops start 2:00pm Friday.

Clearwater County’s multi-agency partnership will see Sustainable Resources with a booth at the Clearwater Store, the Office of Traffic Safety at checkstop locations and a safety booth at the Nordegg Store.

Council discussed the length of shifts, and the ability to stage from west of Clearwater Store or from Nordegg. SRD media scrum to be held on Saturday afternoon.

Ms. Miller noted that last year’s hotspots included Rigg Street, Jackfish Lake, and Nordegg and discussed that SRD may shut down areas where there are safety concerns due to snow pack.

BOB BRYANT:                      That Council provides a thank  
you letter for taskforce  
members to go along with the  
flashlight thank you gifts.

**202/11** **CARRIED 6/0**

**MUNICIPAL: 1. Municipal Manager's Report**

Ron Leaf presented the Municipal Manager's Report for May 10<sup>th</sup>, 2011.

**NSWA Workbook – May 20**

Tom Cottrell from the North Saskatchewan Watershed Alliance has confirmed he will be available on May 20 to lead Council through the IWMP workbook. Staff are working on a background document for Council, which you should have by week's end. The session will be in Council Chambers starting at 8:30 a.m.

**AB Environment Septage Letter**

Staff followed up with AB Environment regarding Council's letter outlining concerns with the Department's land spreading septage policy. Clearwater County has been advised that the letter has been forwarded to the Deputy Minister for his review and response.

**June 15 Meeting with SRD re: renewal of DT Development Nodes**

The Memorandum of Understanding (MOU) agreement between the AB SRD and Clearwater County concerning the five development nodes located along Highway 11 requires renewal in 2011. Staff are meeting with the Executive Director of Lands and Deputy Minister (Lands Division) of SRD to begin the MOU review on June 15. It is my hope that we will be presenting a new draft sometime late September/early October for Council's review.

**June 14 Joint Council meeting with Village & Town**

A meeting of the Town, Village and County Council's is proposed for the afternoon of June 14. This meeting is scheduled on the afternoon of a regular Council meeting so, if Council is receptive to the meeting on that day, seeing the Council meeting be limited to 4 hours that day.

On June 14th it is anticipated that the Waste Authority Board will provide more information on the incorporation process, although the agenda is being finalized by the three CAOs and the WA Manager. Staff is also suggesting. The meeting is to start at 1:00 p.m.

By Consensus Council agreed to conduct joint Council meeting the afternoon of the June 14, 2011 Council meeting.

**Upcoming Events**

- ATB Economist: May 12 – Rocky Legion or 5:00 Walking Eagle – Clearwater Room
- Municipal Manager – May 12 - vacation
- May 20 – NSWA workbook session
- May Long Weekend – office closed May 23
- Strategic Planning Session - May 30 & 31 (Prairie Creek Inn)
- FCM – Halifax – June 2-6
- June 14 – Joint Council meeting re: waste authority

Council discussed the Municipal Manager's Report.

JIM DUNCAN:

That the Municipal Manager's Report of May 10<sup>th</sup>, 2011 be accepted as presented.

**MUNICIPAL: 2. Shaping Alberta's Future - Invitation**

Mike Haugen presented an invitation to attend a panel discussion presentation being held on May 27<sup>th</sup> in Calgary, regarding the Premier's Council for Economic Strategy.

Councillors John, Bob and Case expressed interest in attending.

DICK WYMENGA: All Councillors are authorized to attend the panel discussion regarding the Premier's Council for Economic Strategy.

204/11 CARRIED 6/0

**MUNICIPAL: 3. County Branding Strategy and Logo**

Christine Heggart noted that Council identified the importance of branding Clearwater County and having an increased presence in our community.

Clearwater County continues to increase brand awareness through more communications to the public, including the new website and continued local advertising. The existing Clearwater County logo lacks the word “County”; a component staff feels is integral to branding the municipality as the government body.

CASE KORVER: That staff proceed to redesign existing County logo to include the word County.

205/11 CARRIED 6/0

JOHN VANDERMEER: That Council approves the development of brand standards guideline.

206/11 CARRIED 6/0

**MUNICIPAL:** 5. Town/Village/County Joint Council Meeting

This agenda item was addressed and confirmed during manager's report.

Jessica Jones and Diane Fingler left the meeting.

**IN CAMERA:**            6.     In Camera

BOB BRYANT: That Councils meets as a Committee of the Whole for the purpose of discussing a draft economic development policy, a draft community program and a draft County contract.  
10:47 A.M.

207/11 CARRIED 6/0

JOHN VANDERMEER: That the meeting reverts to an Open Meeting at 11:29 A.M.

208/11 CARRIED 6/0

BOB BRYANT: That the meeting recess for lunch at 11:30 A.M.

209/11

CARRIED 6/0

**PLANNING: 2. Peter and Jean Smith - Bylaws 940/11, 941/11 and 942/11**

Marilyn Sanders presented an application by Peter and Jean Smith (PT NE 14-36-07-W5M,) for Bylaw 940/11 Application 06/11 to Amend Land Use Bylaw, ±16.76 Acres in NE 14-36-07-W5M from “CRA” to Agriculture District “A”; Bylaw 941/11 Request for discharge of over-dedication of municipal reserve; and, Bylaw 942/11 Request for road closure and consolidation.

**Bylaw 940/11**

The Smith’s have no plan to subdivide and would like a portion of Property rezoned from “CRA” to “A” – understanding this would remove the spot zoning for future subdivision.

**Bylaw 941/11**

When the 9 lot Macklen Estates subdivision was originally developed in 1981 municipal land was dedicated in the amount of 15.04 acres. At that time the over-dedication was accepted as there was an intention to further subdivide the quarter section. Following this, there was a subdivision of 3 additional lots in 1998. Now with this application for 4 more lots, the total land taken up by existing acreages and roadways will be 91.26 acres. The Municipal Government Act and Municipal Development Plan (2010) allows 10% of land for municipal reserve, that would translate to  $91.26 \times 10\% = 9.13$  acres of municipal reserve required.

The Smith’s have requested that the majority of this over-dedicated be discharged and returned to the remainder of the quarter section. Their proposal will see 4.71 acres discharged leaving 10.33 acres of municipal reserve remaining after discharge and consolidation of the over-dedication.

**Bylaw 942/11**

The original 9 lot subdivision created in 1981 saw the provision for a cul-de-sac turnaround near the boundary of Lots 1 and 2. The 1998 subdivision extended Macklen Drive further to the west and created another cul-de-sac turnaround near the boundary of Lots 13 and 14. The new turnaround made the first one created unnecessary. At this time the Smith’s are asking that the portion of cul-de-sac north of Macklen Drive be closed and consolidated with the remaining lands in title. This would result in the ability to provide a better layout for a joint approach to serve Lots 17 and 18.

Staff responded to questions regarding location of applicant’s property, the zoning related to multi-lot subdivision and whether the applicant intended to subdivide the entire quarter section.

FIRST READING of Bylaw 940/11, being a bylaw to amend ±16.76 acres of land within PT NE 14-36-07-W5M from Country Residence Agriculture District “CRA” to Agriculture District “A”; was moved by Councillor Wymenga.

**210/11** CARRIED 6/0

FIRST READING of Bylaw 941/11, being a bylaw to discharge an over-dedication of municipal reserve, Plan 812-2452, Lot 10MR, PT NE 14-36-07-W5M was moved by Councillor Vandermeer.

**211/11** CARRIED 6/0

FIRST READING of Bylaw 942/11, being a bylaw to close a portion of cul-de-sac on Macklen Drive, Plan 812-2452, PT NE 14-36-07-W5M was moved by Councillor Bryant

**212/11** CARRIED 6/0

BOB BRYANT: That staff arrange for a joint Public hearing for Bylaw 940/11, Bylaw 941/11 and Bylaw 942/11.

**213/11** CARRIED 6/0

**PLANNING: 1. Land Use Bylaw Amendment - Bylaw 935/11**

Kimberly Jakowski presented an application to amend the land use bylaw for the redesignation of 2 lots in Leslieville described as Plan 762 1456, Block 3, Lots 18 & 19, PT SE 26-39-05-W5 from Hamlet Commercial “HC” to Hamlet Residential “HR” for the purpose of allowing development as two residential parcels.

SECOND READING of Bylaw 935/11 was moved by Councillor Bryant.

**214/11** CARRIED 6/0

THIRD READING of Bylaw 935/11 was moved by Councillor Wymenga.

**215/11** CARRIED 6/0

**ADJOURNMENT:** BOB BRYANT: That the Meeting adjourns.  
**1:24 P.M.**

CARRIED 6/0

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REEVE

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MUNICIPAL MANAGER