

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held March 27, 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
Manager, Legislative Services
Manager, Finance

Rick Emmons
Tracy Haight
Murray Hagan

Matt Martinson
Christine Heggart
Rhonda Serhan

Media:

Shaelynn Poteet

Public:

Helge Nome
Gennifer Mehlhaff
Nick Frank
Marianne Cole
Jillian Lawton
Laura Kirbyson
Jim Pearson

**AGENDA,
APPROVAL:**

The following item was added to the March 27, 2018, Regular Meeting Agenda:
- March 13, 2018 Public Hearing Minutes

COUNCILLOR DUNCAN:

That the March 27, 2018 Regular Meeting Agenda is adopted as amended.

141/18

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. March 13, 2018 Regular Meeting Minutes

COUNCILLOR SWANSON:

That the Minutes of the March 13, 2018, Regular Meeting are adopted as circulated.

142/18

CARRIED 7/0

2. March 13, 2018 Public Hearing Minutes

COUNCILLOR LAING: That the Minutes of the March 13, 2018, Public Hearing are adopted as circulated.

143/18

CARRIED 7/0

DELEGATIONS:

1. Rocky Flipz Gymnastics & Preschool

G. Mehlhaff and N. Frank, representatives from the Rocky Flipz Gymnastics and Preschool, presented a proposal for the development of a rural multi-use recreation facility in Clearwater County to attract population growth and economic development.

G. Mehlhaff and N. Frank asked that Council consider providing administrative support to develop the project as a joint venture with non-profit stakeholders and act as the facility management partner.

G. Mehlhaff and N. Frank explained the project concept and stated that several groups and organizations intend to provide letters of support for the project.

Discussion took place and it was pointed out that the proposed project is extremely costly and would require partnerships and collaborative efforts by all stakeholders and municipalities.

COUNCILLOR LAING: That Council receives Rocky Flipz Gymnastics & Preschool's 'Clearwater County Community Centre Proposal', for information as presented.

144/18

CARRIED 7/0

2. Community Historical Society of Caroline

L. Kirbyson, President, and J. Pearson, Vice-President, Community Historical Society of Caroline, presented a PowerPoint, 'Chedderville Church Move', that explained the Society's plan to relocate the Church to the Caroline Museum grounds.

L. Kirbyson responded to questions and confirmed the Society is planning fundraising initiatives for relocation costs, however the Society asks that Council consider contributing to relocation and building upgrade costs, estimated at \$35,000.00.

It was clarified that Council is not prepared to contribute funds at this time, however Council will consider transferring Church ownership to the Society once the Society raises enough funds to cover relocation and reclamation costs, as per Council's motion at the December 12, 2017 regular meeting.

COUNCILLOR LAING: That Council receives the Community Historical Society of Caroline Delegation's information as presented; directs Administration to provide updates on the Society's fundraising efforts for the Chedderville Church relocation and the current site's land reclamation costs; and, discusses the Society's request for cost contributions at a future strategic planning session.

145/18

CARRIED 7/0

Jillian Lawton and May Boettger joined the meeting.

3. Compassionate Care Hospice Society

J. Lawton, President, Compassionate Care Hospice Society, provided an overview of the non-profit organization's educational and resource programs, end-of-life care and bereavement services available to patients and families in the community.

J. Lawton also provided an update on the Society's successful application to acquire a hospice suite at the Good Samaritan Clearwater Centre. The suite's operational costs are estimated at \$85,000.00 per year and the Society asks that Council consider contributing funds to cover costs.

Discussion took place and J. Lawton confirmed the Society has not yet received notification on the status of a grant application submitted to Clearwater Regional Family and Community Support Services.

COUNCILLOR LAING: That Council receives the Compassionate Care Hospice Society Delegation's information as presented; and that Council reviews Compassionate Care Hospice Society's request for Council to contribute funds towards the Society's annual operating costs after the Society receives notification of grant funds received from Clearwater Regional Family and Community Support Services.

146/18

CARRIED 7/0

CORPORATE SERVICES:

1. Bylaw 1043/18 Regional Assessment Review Board – Consideration of First, Second and Third Readings

The purpose of Bylaw 1043/18 is to establish a Regional Assessment Review Board that provides a mechanism for citizens to appeal their property assessment and tax notices. Bylaw 1043/18 also repeals the former Regional Assessment Review Board Bylaw 919/10.

COUNCILLOR LAIRD: That Council grants first reading of Bylaw 1043/18 – Regional Assessment Review Board.

147/18

CARRIED 7/0

COUNCILLOR DUNCAN: That Council grants second reading of Bylaw 1043/18 – Regional Assessment Review.

148/18

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council grants permission for third reading of Bylaw 1043/18 – Regional Assessment Review.

149/18

CARRIED 7/0

COUNCILLOR LAING: That Council grants third reading of Bylaw 1043/18 – Regional Assessment Review.

150/18

CARRIED 7/0

2. Bylaw 1045/18 Leslieville Elks Lodge Tax Exemption – Consideration of First, Second and Third Readings

The purpose of Bylaw 1045/18 is to exempt the Leslieville Lodge No. 351 Benevolent and Protective Order of Elks of the Dominion of Canada from municipal taxation levied against assessable property for the 2017 taxation year. Bylaw 1045/18 also repeals the former Leslieville Lodge No. 351 Benevolent and Protective Order of Elks of the Dominion of Canada municipal tax exemption Bylaw 983/14.

COUNCILLOR LAIRD: That Council grants first reading of Bylaw 1045/18 – Leslieville Elks Lodge Tax Exemption.

151/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council grants second reading of Bylaw 1045/18 – Leslieville Elks Lodge Tax Exemption.

152/18

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council grants permission for third reading of Bylaw 1045/18 – Leslieville Elks Lodge Tax Exemption.

153/18

CARRIED 7/0

COUNCILLOR HOVEN: That Council grants third reading of Bylaw 1045/18 – Leslieville Elks Lodge Tax Exemption.

154/18

CARRIED 7/0

Fire Chief Steve Debiegne joined the meeting.

MUNICIPAL:

1. 2018 Fire Season Prevention Report

In 2017, Clearwater Regional Fire Rescue Services (CRFRS) firefighters responded to 80 wildland fires within the County and provided fire services/support to wildfires in British Columbia over a five-week period.

Effective March 1 to October 31, permits are required for burning within the Forest Protection Area (FPA); and, for areas outside of the FPA, notification of burning is required.

During the 2018 Fire Season, CRFRS will monitor conditions and consult with Alberta Forestry on the implementation of fire bans during the upcoming

season. CRFRS will also continue raising awareness on the prevention of grass and wildfires and encourage residents to participate in upcoming FireSmart community events. CRFRS will also work with Burnstick Lake Summer Village to identify high fire hazard areas and work on preparedness plans.

Fire Chief Debiegne responded to questions and confirmed Alberta Forestry was invoiced, as per the Mutual Aid Agreement, for services rendered and CRFRS received payment from British Columbia for services.

COUNCILLOR HOVEN: That Council receives the 2018 Fire Season Prevention Report for information as presented.

155/18

CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 10:24 am.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 10:34 am with the following people present: Councillors Duncan, Laird, Lougheed, Laing, Hoven and Swanson; H. Nome, M. Cole, S. Poteet, M. Hagan, R. Emmons, C. Heggart and T. Haight.

INFORMATION: 1. Interim CAO's Report

R. Emmons reported the following:

- Public engagement on fire station needs and locations for the eastern portion of the County are scheduled for April 4 in Leslieville and April 5 in Condor.
- Clearwater Regional Family and Community Support Services' Volunteer Appreciation events are scheduled for April 16 in Village of Caroline and April 19 in Town of Rocky Mountain House.
- Rocky Support Services Society's open house for the new Timberview Accessible Housing apartments is scheduled for March 28.
- Rocky REA invites two members of Council to attend the Annual General Meeting on April 18.
- Alberta Economic Development and Trade approved Clearwater County's 'Community and Regional Economic Support' (CARES) grant application for \$200,000.00. Funds will be used to support the development of a comprehensive broadband business case for the region that includes a broadband policy framework and strategic action plan.
- Early receipt of Municipal Sustainability Initiative Capital funding, estimated at \$4.4 million, from the Government of Alberta will be allocated to the County's 2018 Deferred Revenues for future budget planning.

COUNCILLOR HOVEN: That Council authorizes councillors' attendance at Clearwater Regional Family and Community Support Services Volunteer Appreciation events on April 16 and 19.

156/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council authorizes councillors' attendance at Rocky Support Services Society's Timberview Apartments Open House on March 28.

157/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council authorizes Councillors Laing and Swanson's attendance at Rocky REA's Annual General Meeting on April 18.

158/18

CARRIED 7/0

Council thanked Administration for completing the CARES grant in a timely and efficient manner.

Guy Garand, Pam Greenwood, Keith McCrae and Dustin Bisson joined the meeting.

PLANNING:

1. Bylaw 1041/18 for Application 02/18 to amend the Land Use Bylaw - Consideration of First Reading

The purpose of Bylaw 1041/18 is to amend the Land Use Bylaw 714/01 to redesignate 6.99 acres of Plan 152 0042, Block 1, Lot 1, PT SW 02 30 04 W5M from the Country Residence Agriculture District 'CRA' to the Light Industrial District 'LI'.

COUNCILLOR LAING:

That Council grants first reading of Bylaw 1041/18 – to amend the Land Use Bylaw and, proceeds to a public hearing.

159/18

CARRIED 7/0

RECESS:

Reeve Vandermeer recessed the meeting at 11:00 am.

CALL TO ORDER:

Reeve Vandermeer called the meeting to order at 1:08 pm with the following people present: Councillors Duncan, Laird, Loughheed, Laing, Hoven and Swanson; H. Nome, M. Cole, S. Poteet, K. McCrae, D. Bisson, M. Hagan, R. Emmons, C. Heggart and T. Haight.

PLANNING:

2. Bylaw 1040/18 Amend Land Use Bylaw for Medical Marijuana Processing Facilities – Consideration of Second and Third Readings

Information presented at the March 27, 2018 Public Hearing on the proposed Bylaw 1040/18, for amending the Land Use Bylaw 714/01 to regulate and control the use and development of cannabis production facilities within the Municipality, was reviewed.

Discussion took place and the following amendments to Bylaw 1040/18 were made:

- 'Canabis' corrected to 'Cannabis'
- Addition of 'This does not include personal production of cannabis as provided for by the Federal Government' to the 'Cannabis Production Facility' definition in Part 1 section 1.7

COUNCILLOR DUNCAN:

That Council grants second reading of Bylaw 1040/18 – Amend Land Use Bylaw for Cannabis Production Facilities, as amended.

160/18

CARRIED 7/0

COUNCILLOR LOUGHEED: That Council grants third reading of Bylaw 1040/18 – Amend Land Use Bylaw for Cannabis Production Facilities, as amended.

161/18

CARRIED 7/0

K. McCrae and D. Bisson left the meeting.

2. Public Works Report

R. Emmons reviewed the March 27, 2018, Public Works Report as submitted.

3. Councillor's Verbal Report

Councillor Swanson reported on the Elected Official's Education Program 'Intermunicipal Collaboration Framework' course she attended on March 19.

Councillor Vandermeer reported on discussions with Mountain View County, that took place during the Alberta Association of Municipal Districts and Counties convention on March 20, regarding development of intermunicipal collaboration frameworks.

COUNCILLOR DUNCAN: That Council receives the Interim CAO's Report, Public Works Directors' Report, Accounts Payable, Councillor's Verbal Report, and Councillor Remuneration for information as presented.

162/18

CARRIED 7/0

2. Public Engagement Strategy

At the January 23, 2018 regular meeting, Council motioned to engage the public on a proposed broadband infrastructure project outlined in the Broadband Policy that was approved on February 27, 2018.

Discussion took place on strategies, techniques and, processes to be used for public engagement and the following points were made:

- The purpose of engagement is: to provide information to assist the public in understanding that the current level of broadband/internet service within rural areas does not meet existing economic/social needs; to identify possible solutions for improving broadband/internet service to meet existing and future needs; to educate the public on a general broadband/internet infrastructure concept plan; and, to obtain feedback on issues and proposed solutions.
- Key audiences include County residents and business owners, municipalities and First Nations within the County's borders, industry stakeholders and local internet service providers.
- Key audiences are to be engaged at different levels of public participation as outlined in the 'Spectrum of Public Participation' produced by the International Association of Public Participation.

Discussion continued and suggestions were made on how to conduct several facilitated engagement sessions at different levels of participation and, types of resources, such as speaker presentations/testimonials, that could be used to inform and educate the public on broadband issues and solutions.

COUNCILLOR LAIRD:

That Council conducts separate public engagement sessions on the development of a Broadband Infrastructure Project as proposed in the Broadband Policy to: inform, consult and involve industry, business owners, residents and Internet Service Provider stakeholders; involve Town of Rocky Mountain House, Village of Caroline and Summer Village of Burnstick Lake; and, inform municipalities bordering Clearwater County and First Nations communities.

163/18

CARRIED 7/0

ADJOURNMENT:
3:29 pm

COUNCILLOR LAIRD:

That the Meeting adjourns.

164/18

CARRIED 7/0



REEVE


INTERIM CHIEF ADMINISTRATIVE OFFICER