

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held October 13, 2015 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 Alexander with the following being present:

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| Reeve: | Patrick Alexander |
| Councillors: | Earl Graham |
| | Curt Maki |
| | Jim Duncan |
| | John Vandermeer |
| | Kyle Greenwood |
| | Theresa Laing |
| CAO: | Ron Leaf |
| Recording Secretary: | Tracy Haight |
| Staff: | |
| Director, Public Works | Marshall Morton |
| Manager, Infrastructure | Kurt Magnus |
| Director, Corp Services | Rudy Huisman |
| Director, Ag Services & Landcare | Matt Martinson |
| Manager, Operations | Erik Hansen |
| Communications Coordinator | Christine Heggart |
| Director, Community & Protective Svs | Ted Hickey |
| | Kate Reglin |
| | Brad Welygan |
| Public: | Marianne Cole |
| Media: | Laura Button |
| | Sylvana Crosby |
| | Helge Nome |

**AGENDA
APPROVAL:**

Councillor Vandermeer requested the addition of Rural Communications Committee – Terms of Reference as Item G4.

COUNCILLOR MAKI: That the October 13, 2015 Regular Meeting Agenda be accepted as amended.

358/15 CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. September 22, 2015 Regular Meeting Minutes

COUNCILLOR DUNCAN: That the Minutes of the September 22, 2015 Regular Meeting be accepted as circulated.

359/15 CARRIED 7/0

2. October 05, 2015 Special Meeting Minutes

COUNCILLOR DUNCAN: That the Minutes of the October 05, 2015 Special Meeting be accepted as circulated.

360/15 CARRIED 7/0

PUBLIC WORKS: 1. BF 77533 Rehabilitation

Marshall Morton advised Council that road realignment construction on the east bank of Bridge File 77533, located at SE 03 39 07 W5M, is delayed due to a rotational slide (slope failure).

Mr. Morton stated that a geotechnical investigation concluded pore pressure as the cause. Based on consultations with engineers, the installation of a well point dewatering system and a pile wall is recommended to mitigate pore pressure and stabilize slope failure on the Prairie Creek embankment.

Mr. Morton noted that total costs for required work is estimated at \$850,000. Administration recommends the reallocation of funds from Bridge Reserves.

Mr. Morton responded to questions from Council and discussion followed on the installation benefits and process of the dewatering system. He noted that the process will speed up construction. He stated that hopefully, completion of the project is expected in 2015.

Kurt Magnus responded to question from Council and noted there are no incurred costs related to construction delays on the bridge as the contractor has left the site to work on another project.

COUNCILLOR VANDERMEER: That Council allocates \$850,000 from Bridge Reserves for the BF77533 project work.

361/15

CARRIED 7/0

**AG SERVICES
& LANDCARE:**

1. Draft Policy: Grass Mowing Within Public-Right-Of-Way

Matt Martinson presented the draft policy, "Grass Mowing within Public Right-Of-Way" for Councils review and consideration. He explained the purpose of the policy and noted the policy establishes criteria for road selection and identifies treatment options and service levels for roadside mowing within municipal road allowances.

COUNCILLOR GRAHAM: That Council adopts the *Grass Mowing within Public Right-Of-Way* policy as presented.

362/15

CARRIED 7/0

Ken Qually and Dennis Ross joined the meeting.

**CORPORATE
SERVICES:**

1. Response to Clearwater County Taxpayers' Association (CCTA) Correspondence

Rudy Huisman provided an administrative response to the CCTA's September 15, 2015 letter to Council regarding to the CCTA's concerns with timing of the disclosure of the Chief Administrative Officer's (CAO) salary and benefits, as well as recent land purchases by the County.

Regarding the disclosure of the CAO salary, Mr. Huisman stated that Administration met with CCTA representatives in February and responded to a number of questions including staff salary increases. A written response was also provided. The CCTA was also informed that the CAO's salary is included in the audited financial statements which are available on the Clearwater

County website. Administration also provided a written response on June 19, 2015 to a Freedom Of Information request (FOI) filed by the CCTA on June 12, 2015 with respect to the 2015 budgeted salary and benefits.

Mr. Huisman stated that after due process Council approved staff salary increases, including the CAO's, during the 2015 operating budget review. Motion #015/15 records Council's decision to adopt the 2015 Operating and Capital Budgets at the January 13, 2015 Regular Council Meeting.

Mr. Huisman stated that the CAO is the only staff member participating in MuniSERP and continued participation is under review.

Mr. Huisman stated that Council's decision to authorize the purchase of land in the Village of Caroline was recorded as motion #024/15 at the January 13, 2015 Regular Council Meeting and the land purchase north of Rocky Mountain House was recorded as motion #088/15 at the March 10, 2015 Regular Council Meeting.

Mr. Huisman noted that Council and Administration is aware of Provincial (Municipal Government Act) and Federal (Freedom of Information and Protection of Privacy Act) legislation. He noted that Council and Administration acts in accordance with both of these legislations.

Mr. Huisman responded to question from Council regarding the CCTA FOIP request process.

COUNCILLOR GRAHAM: That Council receives the information as presented.

363/15

CARRIED 7/0

2. Funding of Rocky Mountain House Arena

Mr. Huisman stated that estimated costs for the proposed changes and building efficiency improvements to the Rocky Mountain House Arena is \$3,000,000.

Mr. Huisman presented the following Administrative recommendations for funding 50% of the additional costs as follows:

- 1. That Council approves funding 50% (approximately \$1,500,000) of costs for scope changes and efficiency improvements for the Rocky Mountain House Arena.
- 2. That the funds are provided from the 2015 Operations Budget; and that Administration reports any additional funding requirements to Council.
- 3. That, if required, any additional funding is provided from the Tax Rate Stabilization Reserve account.

Discussion followed and Council noted that the terms of Clearwater County's recreational agreements with Town facilities, excepting the Lou Soppit Centre, provide 50% of funding for capital expenses.

Mr. Huisman responded to questions from Council and confirmed that expenditures for the project are currently under budget for this year and that funding could be reallocated depending on work in progress.

He explained the rationale for using the Tax Rate Stabilization Reserve as the Recreation Reserve is currently fully allocated.

Ron Leaf noted that the need to draw on the Reserve account will be finalized during year end accounting as any budget surpluses may provide an alternative revenue source for Council's consideration.

364/15 COUNCILLOR DUNCAN: That Council approves funding 50% (approximately \$1,500,000) of costs for scope changes and efficiency improvements for the Rocky Mountain House Arena.
CARRIED 7/0

365/15 COUNCILLOR LAING: That the funds are provided from the 2015 Operations Budget; and that Administration reports any additional funding requirements to Council.
CARRIED 7/0

366/15 COUNCILLOR GRAHAM: That any additional funding, if required, is provided from the Tax Rate Stabilization Reserve account.
CARRIED 7/0

COMMUNITY &
PROTECTIVE
SERVICES:

1. Parkland Regional Library 2016 Funding Request

Ted Hickey presented Parkland Regional Library’s (PRL) proposed budget for 2016 and noted PRL per capita rates increased by 2%. Consequently, the municipal per capita rate is \$7.88.

Discussion followed and Council noted that although costs of materials, library services, and software licensing have increased significantly, the 2016 per capita rate is in line with last year’s projections.

367/15 COUNCILLOR LAING: That Council approves Parkland Regional Library’s 2016 proposed budget as presented.
CARRIED 7/0

4. Rural Communications Committee – Terms of Reference

Councillor John Vandermeer presented the Clearwater County Rural Communications Committee draft Terms of Reference and requested that Council discuss them at the October 27 meeting.

Discussion followed and amendments to the membership list were noted.

368/15 COUNCILLOR LAING: That Council accepts the Clearwater County Rural Communications Committee draft Terms of Reference as information and discusses the ToR at the October 27, 2015 Council meeting.
CARRIED 7/0

INFORMATION:

1. **CAO’s Report**

Ron Leaf noted the following events: Alberta Association of Municipal Districts & Counties District 2 Meeting, October 16; Airport Development Plan Open House, October 29; Joint Meeting with Red Deer County, November 17; Joint Christmas Party with the Town, January 8.

Council discussed the invitation from the Regional Fire and Regional Waste Committees to attend a legal session relating to the review of current agreements on October 29.

Reeve Pat Alexander and Councillor John Vandermeer provided a verbal report on their attendance at the Alberta Urban Municipalities Association (AUMA) Convention.

Reeve Alexander noted that he spoke with several Provincial Ministers regarding issues of regional significance that included a new hospital, recreational trails, linear assessment, governance, and legislation review. He noted that the Minister of Municipal Affairs communicated that the provincial government is looking for municipalities that work together under regional agreements. The Minister of Infrastructure and Transportation communicated that the provincial government is open to funding “shovel ready” infrastructure projects.

Councillor John Vandermeer noted that the Members of the Legislative Assembly (MLA) in attendance communicated a general understanding of insufficient internet services in rural areas.

Reeve Alexander advised that the Town of Rocky Mountain House’s former Mayor, Lou Soppit, passed away on Monday, October 12.

COUNCILLOR GRAHAM: That Council offers condolences to the Lou Soppit Family.

369/15

CARRIED 7/0

COUNCILLOR GREENWOOD: That Council receives the CAO Report, Public Works Director’s Report, Accounts Payable Listing, Councillor Remuneration, and Councillors’ Verbal Reports as information.

370/15

CARRIED 7/0

Reg Dean and Dan Burger joined the meeting.
Marianne Cole, Dennis Ross, and Ken Qually left the meeting.

2. **Clearwater Trails Initiative and Burnstick Lake Campground Day Area Improvement – Caroline and District Chamber of Commerce 2015 Joint Funding Proposal**

Ted Hickey stated that the Clearwater Trails Initiative (CTI) informed the Caroline and District Chamber of Commerce (CDCC) of the availability of \$25,000 in grant funding from the National Trails Coalition (NTC) to upgrade trails and staging areas within the CTI project area. The funds are conditional

upon raising matching contributions in the amount of \$25,000 by December 31, 2015.

As the Burnstick Lake Campground is located within the CTI project area, CTI proposes expanding the campground day use parking lot to facilitate a staging area that provides access to the CTI trail network. The CDCC supports this project and proposes that Clearwater County and CDCC each contribute \$12,500 to match the NTC grant.

Reg Dean, CDCC Vice President, and Dan Burger, CDCC President, provided further details on the proposed day use parking lot expansion.

Mr. Dean and Mr. Burger responded to questions from Council and noted the following:

- Clearwater County is the Recreational Lease holder.
- The CDCC manages and operates the campground as per the agreement with Clearwater County.
- Campground fees are the main source of revenue for the CDCC.
- The day use parking lot expansion will provide trail access and connectivity to existing trails thus diverting traffic from residential areas and Rig Street.
- A larger day use parking area will increase user safety.
- Working collaboratively with CTI assists in alleviating random camping and encourages the use of designated trails and staging areas.

Discussion followed and Councillor Duncan noted CTI’s discussions with Alberta Parks and Environment regarding changes that are required in order to accommodate campground users by current standards.

COUNCILLOR VANDERMEER:	That Council approves the \$12,500 contribution for the Burnstick Lake Campground Day Use Parking Lot expansion.
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371/15

CARRIED 7/0

COUNCILOR GRAHAM:	That Council authorizes the funds from Contingency.
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372/15

CARRIED 7/0

Reg Dean and Dan Burger left the meeting.
Patricia Rauch-Erickson and Cindy Easton joined the meeting.

3. Clearwater Housing Steering Committee

Ted Hickey provided background information on the establishment of the Clearwater Housing Steering Committee. He stated that the purpose of the Committee is to identify, address, and raise awareness of housing needs within the community.

Patricia Rauch-Erickson and Cindy Easton, Clearwater Housing Steering Committee members, provided further details on the committee’s goals, activities to date, and its draft terms of reference.

Ms. Rauch-Erickson stated that as per the draft terms of reference, the Committee requests County Council representation on the committee.

Ms. Rauch-Erickson and Ms. Easton responded to questions from Council. They explained that a Community Housing Needs Assessment is in progress

which will provide recommendations for collaborative efforts between urban, rural, and First Nations communities to address housing issues. The assessment will also provide comparatives with other communities.

Discussion followed on demands for affordable low-income housing and homeless shelters in Rocky Mountain House and area.

Council advised that Council will appoint Council representation at the October 27 Organizational Meeting.

COUNCILLOR GREENWOOD: That Council approves Clearwater County Council representation, to be appointed at the October 27 Organizational Meeting, on the Clearwater Housing Steering Committee.

373/15

CARRIED 7/0

Ted Hickey provided an update on the County vehicle repurposed as a parade float tow vehicle. He advised that the vehicle will also serve as a useful tool in regional economic development for the promotion of the Sasquatch “Welcome to Our Backyard” Program and other rural tourism promotions.

RECESS: Reeve Alexander recessed the meeting at 11:42 a.m. for a lunch break.

CALL TO ORDER: Reeve Alexander called the meeting to order at 12:28 P.M. with the following in attendance: Councillors Graham, Maki, Duncan, Vandermeer, Greenwood, and Laing; Ron Leaf, Rick Emmons, Marshall Morton, Erik Hansen, and Tracy Haight.

IN CAMERA:

COUNCILLOR DUNCAN: That Council meets as a Committee of the Whole to discuss two land issues, an administrative report regarding land, intergovernmental relations, and a labour issue at 12:28 P.M.

374/15

CARRIED 7/0

COUNCILLOR MAKI: That the meeting reverts to an Open Meeting 3:11 P.M.

375/15

CARRIED 7/0

376/15 COUNCILLOR GRAHAM: That Council approves funding the purchase of Lot 1 Block 1 Plan 0523195 with \$230,000 from Contingency and the remaining funds from the 2015 Facilities Capital Budget.

CARRIED 7/0

377/15 COUNCILLOR VANDERMEER: That Council upholds the Nordegg Land Purchasing Policy.

CARRIED 7/0

ADJOURNMENT:
3:12 P.M.

COUNCILLOR MAKI: That the Meeting adjourns.

378/15

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER