

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held July 09, 2013 in the Clearwater County Council Chambers in Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 9.01 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	John Vandermeer
	Bob Bryant
	Jim Duncan
	Case Korver
	Earl Graham
	Dick Wymenga
CAO:	Ron Leaf
Director, Public Works:	Marshall Morton
Manager, Infrastructure:	Erik Hansen
Recording Secretary:	Tracy Haight
	Brad Welygan
	Kurt Magnus
	Michelle Marshall
	Sarah Maetche
	Helge Nome

AGENDA: Marshall Morton requested the addition of a verbal update. Councillor John Vandermeer requested the addition of an In-Camera item.

EARL GRAHAM: That the July 09, 2013 Regular Meeting Agenda be accepted as amended.

238/13 CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. June 25, 2013 Regular Meeting Minutes

JIM DUNCAN: That the Minutes of the June 25, 2013 Regular Meeting be accepted.

239/13 CARRIED 7/0

2. June 25, 2013 Public Hearing Minutes

CASE KORVER: That the Minutes of the June 25, 2013 Public Hearing Meeting be accepted.

240/13 CARRIED 7/0

Marshall Morton provided a verbal report on an information seminar for industry on road use policy changes that were approved by Council on May 14, 2013. Mr. Morton stated approximately 35 – 40 people attended and positive comments were received. Topics covered were expectations of Clearwater County, Council philosophy on infrastructure, unloading and loading of equipment on roadways and service rig moves. A request was made by industry for another information seminar and Staff will review industry interest in February of 2014.

Rick Emmons joined the meeting.

PUBLIC WORKS: 1. Hamlet of Withrow Request for an Engineering Study and Cost Estimate for a Communal Wastewater System

Mr. Magnus stated on June 26, 2013, staff received a request from 29 property owners within the Hamlet of Withrow (representing 35 of the 42 lots – 85%) to proceed with an engineering study for the feasibility of the installation of a communal wastewater treatment system and estimated costs for the system.

Mr. Magnus provided background information on previous requests made from the residents of Withrow in 2010 and 2001. Mr. Magnus noted a feasibility study and preliminary estimate completed in 2001 was rejected by the residents of Withrow.

Mr. Magnus stated a community meeting was held in Withrow during the spring of 2011 by Clearwater County to discuss the issue and it was noted that while the County would undertake costs associated with the wastewater study, the construction of the infrastructure and operating costs associated with the system would be borne by the residents of Withrow. The community did not reach a consensus and wished to consider their options.

Mr. Magnus confirmed that the amount of signatures received on June 26 meet requirements and upon direction from Council, staff will undertake to hire an engineering firm to provide an updated study and cost estimate. Costs for the study are estimated at \$30,000.

Council noted if the Withrow community rejects the updated study, costs for any future studies will be paid the community. Mr. Magnus stated Withrow residents will be notified of this by correspondence and it will be communicated at a meeting with the residents and engineering firm.

DICK WYMENGA:	That Council authorizes engaging an engineer to prepare a feasibility study and cost estimate for a municipal wastewater system for the Hamlet of Withrow.
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241/13	CARRIED 7/0
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Jenny Oatway joined the meeting. Kurt Magnus left the meeting.

2. Name Change Request on Road Allowance Bylaw 908/09

Michelle Marshall presented a request from Ryan and Kelly Kenzler for a change of name on the permit for road allowance which lies between SE-5-40-7 W5M and NE-32-39-7 W5M (approximately 350 meters more or less). Ms. Marshall noted Ryan and Kelly Kenzler purchased a subdivided portion of SE-5-40-7-W5M in 2012.

JIM DUNCAN:	That Council approves change of name on road allowance permit for Bylaw 908/09 to Ryan and Kelly Kenzler.
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242/13	CARRIED 7/0
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Michelle Marshall, Erik Hansen, and Marshall Morton left the meeting.

MUNICIPAL: 1. October & November 2013 Council Meeting Dates

Ron Leaf requested direction from Council to reschedule the Organizational meeting from October 22 to October 23. Mr. Leaf noted October 22 is the day after election and that may leave little or no time for new Council members to receive and review agendas and prepare for the meeting.

Mr. Leaf requested direction from Council to reschedule the November 12 Regular Council meeting to November 5 as November 12 conflicts with the Alberta Association of Municipal Districts and Counties (AAMD&C) convention scheduled for November 12 -15.

Mr. Leaf requested confirmation from Council to attend the George Cuff & Sheila McNaughton Council Orientation session at the Olds Legion on October 24 from 8:30 A.M. – 4:00 P.M.

Mr. Leaf requested confirmation from Council to hold a Clearwater County Council orientation with Department Directors and the CAO on October 28 and 29.

DICK WYMENGA: That Council approves the 2013 Organizational meeting for October 23, 2013 and that the meeting date is advertised and included in the Candidate package.

243/13 CARRIED 7/0

JOHN VANDERMEER: That Council authorizes the November 12, 2013 Regular Council meeting rescheduled to November 5, 2013.

244/13 CARRIED 7/0

JIM DUNCAN: That Council confirms attendance at the George Cuff/Sheila McNaughton Council Orientation session on October 24, 2013 and session information is reflected in the Candidate package.

245/13 CARRIED 7/0

BOB BRYANT: That Council confirms October 28 and 29, 2013, as the Clearwater County Council Orientation session with dates to be included in the Candidate package.

246/13 CARRIED 7/0

2. SV of Burnstick Lake Pancake Breakfast Invitation

Tracy Haight presented an invitation to the Reeve and Council Members from the Summer Village of Burnstick Lake to attend their annual Pancake Breakfast at 10:00 A.M. on August 4, 2013 at the Summer Village Community Centre.

DICK WYMENGA: That Council authorizes Reeve Pat Alexander, Councillor John Vandermeer, and Councillor Jim Duncan to attend the SV of Burnstick Lake pancake breakfast on August 4, 2013.

247/13 CARRIED 7/0

3. AER Red Deer Field Centre Grand Opening Invitation

Tracy Haight presented an invitation to Reeve Alexander and Councillors Earl Graham, Bob Bryant, and John Vandermeer from Alberta Energy Regulator

(AER) to attend the opening of AER's Red Deer Field Centre at 11:00 A.M. on July 10, 2013 in Red Deer.

BOB BRYANT:

That Council authorizes Councillors Bob Bryant and Earl Graham to attend the AER's Red Deer Field Centre opening on July 10, 2013.

248/13

CARRIED 7/0

**COMMUNITY
& PROTECTIVE
SERVICES:**

2. Leslieville Road Closure Request

Ron Leaf presented a request from Kim Neudorf-Armstrong, Three Ladies and Their Stuff, Inc., to close Third Street in Leslieville on August 3, 2013 from 8:00 A.M. to 6:00 P.M. to allow for an outdoor market event during Leslieville Antique Days.

Mr. Leaf noted the process for street closures, which includes public advertising and signage providing notification two weeks prior to the event, and stated Three Ladies and Their Stuff, Inc. are required to cover all advertising and signage costs.

249/13

DICK WYMENGA:

That Council approves the closure of Third Street in Leslieville from 8:00 A.M. to 6:00 P.M. on August 3, 2013.

CARRIED 7/0

Trevor Duley joined meeting.

3. Announced: TELUS 2013 Capital Investment

Ron Leaf presented a media release from TELUS and noted as a result of Council's lobby efforts for better internet service, TELUS will spend \$800,000 to improve and enhance broadband and wireless internet services in the Rocky Mountain House/Clearwater County/Caroline region in 2013-14. Mr. Leaf noted this amount is more than double the amount of capital expenditure dollars allotted compared to other areas.

Council directed staff to enquire from TELUS further details on the investment and how the money will be spent to increase service.

BOB BRYANT:

That Council accepts the report as information and authorizes a joint letter to TELUS with the Town, Village and Rocky Chamber of Commerce.

250/13

CARRIED 7/0

Mike Haugen, Rick Emmons and Steve Maki joined the meeting.

1. Summary of AAMDC Research Paper: Funding Options for Law Enforcement Services in Alberta

Mike Haugen presented a research paper released on June 25, 2013 by the Alberta Association of Municipal Districts and Counties (AAMD&C) entitled "Funding Options for Law Enforcement Services".

Mr. Haugen provided background information and a summary on the paper and noted in staff's opinion, there are issues for debate in the paper; the paper lacks some information on the effects of funding on service levels; and it is not possible for all municipalities to have the same level of service for the same cost.

Discussion followed on the type of criteria used in the research paper, the option of forming a regional law enforcement service in which Mr. Leaf noted this option has been identified as an Intermunicipal Collaborative Committee (ICC) topic, the best use of RCMP and Community Peace Officer resources, changes in service level based on municipality's amount of contributions, provincial and municipal traffic violation revenue sources and the AAMD&C resolution.

Mr. Haugen stated the Solicitor General's Office has indicated to the AAMDC plans for future stakeholder discussions and staff will inform Council of details as they become known. Staff will also provide more analysis and briefing notes on this topic.

CASE KORVER: That Council accepts the information as presented.

251/13

CARRIED 7/0

PLANNING &

WEST COUNTRY: 1. Policy Review – Incident Reporting

Steve Maki presented the Incident Reporting Policy final draft as presented at the May 14, 2013 Regular Council meeting.

Rick Emmons noted the definitions for “incident” and “Contractor” has been clarified. Mr. Emmons stated as per Council’s direction, the requirement to report to Council has been removed from this policy and included on a separate policy.

Discussion followed on public requests for information on incidents.

Mr. Emmons noted the policy covers reporting of incidents to administration only.

BOB BRYANT: That Council approves the Incident Reporting Policy final draft as presented.

252/13

CARRIED 7/0

Murray Hagan joined the meeting.

2. Draft Policy – Incident Reporting to Council

Steve Maki presented the Incident Reporting to Council Policy draft and noted the definition of “incident” as it applies to the policy. Rick Emmons noted examples of incidents that would apply under this policy’s definition of “incident”.

Staff responded to questions regarding requirements on incident reporting from Prime Contractors and Day Labour Contractors.

Discussion followed on Clearwater County's reporting processes as legislated by Occupational Health and Safety regulations, and on Directive #2 on the policy.

Council recommended Directive #2 removed from the policy.

EARL GRAHAM: That Council directs staff to amend the draft Incident Reporting to Council and present to Council for approval.

253/13

CARRIED 7/0

Steve Maki left the meeting. Christine Heggart, Marilyn Sanders and Keith McCrae joined the meeting.

BOB BRYANT: That the meeting recess for a public hearing at 10:03 A.M.

254/13 CARRIED 7/0

Rhonda Serhan joined the meeting

CALL TO ORDER: The Meeting was called to order at 10:26 A.M. by Reeve Alexander with the same people present as at the beginning of the meeting with the exclusion of Marshall Morton, Erik Hansen, Brad Welygan, Kurt Magnus, and Michelle Marshall.

4. Second and Third Readings - Land Use Amendment Bylaw 976/13 Nordegg Low Density Residence District "NLDR" and 977/13 Nordegg Mixed Use Residence / Resort Commercial District "NMUR"

Council reviewed all information presented at the July 9, 2013 public hearing for Bylaw 976/13 to Amend the Land Use Bylaw by creating the Nordegg Low Density Residence District "NLDR" and for the redesignation of 19 lots in the historic town centre of Nordegg to that District.

EARL GRAHAM: That Council grants second reading to Bylaw 976/13.

255/13 CARRIED 7/0

BOB BRYANT: That Council grants third reading to Bylaw 976/13.

256/13 CARRIED 7/0

Council reviewed all information presented at the July 09, 2013 public hearing for Bylaw 977/13 to Amend the Land Use Bylaw by creating the Nordegg Mixed Use Residence / Resort Commercial District "NMUR" and for the redesignation of 7 lots in the historic town centre of Nordegg to that District.

CASE KORVER: That Council grants second reading to Bylaw 977/13.

257/13 CARRIED 7/0

JOHN VANDERMEER: That Council grants third reading to Bylaw 977/13.

258/13 CARRIED 7/0

3. Phase 1 Nordegg Lot Sales

Rick Emmons presented terms and procedures as per Council's "Nordegg Residential Phase I, Stage I, Lot Purchasing Policy" and stated administration has nine of the 26 new residential lots available for purchase.

Mr. Emmons noted Clearwater County will hold a lot draw in Council Chambers at 2:00 P.M. on August 16, 2013.

JIM DUNCAN: That Council accepts the information as presented.

259/13 CARRIED 7/0

Rick Emmons, Marilyn Sanders, and Keith McCrae left the meeting.

COMMITTEE REPORTS:

Councillor Jim Duncan provided a verbal report from the Rocky PowWow Committee on the third annual multi-cultural “Calling All Drums PowWow” held at the Rocky Mountain House Historical Site, July 5-7, 2013.

Councillor Duncan noted although attendance was down from the previous year, the event was well attended. The committee kept within budget and was assisted by excellent volunteer service. Comments received from the public were positive however it was suggested there could be improvement on explanations of the program as it takes place.

Council enquired on the source of funding for the event. Councillor Duncan responded a \$10,000 grant from Family and Community Support Services (FCSS) and a cultural grant from the federal government for approximately \$8,000 were received; sponsorships from local industry and businesses; fundraising events; and donations-in-kind. In the future, the committee will also look into bursary programs available for non-profit organizations to hire post-secondary students.

BY CONSENSUS: That Council accepts the information as presented.

260/13

CARRIED 7/0

INFORMATION: 1. Information Items

Councillor Dick Wymenga enquired on the name of the company used for the lagoon clean-out. Staff responded the information will be sent to Council via email along with confirmation of start-up date(s).

EARL GRAHAM: That the CAO's Report, Public Works Director's Report, Accounts Payable listing as of July 9, 2013, and Councillor Remuneration, be accepted as information.

261/13

CARRIED 7/0

Terri Miller, Marshall Morton, Erik Hansen, Rick Emmons, Marilyn Sanders and Keith McCrae joined the meeting.

IN CAMERA: 1. In Camera

JIM DUNCAN: That Council meets as a Committee of the Whole to discuss land, law enforcement, and labour issues at 10:48 A.M.

262/13

CARRIED 7/0

Helge Nome, Sarah Maetche, Jenny Oatway, and Tracy Haight left the meeting.

DICK WYMENGA: That the meeting reverts to an Open Meeting at 12:10 P.M.

263/13

CARRIED 7/0

EARL GRAHAM: That Council approves the sale of 2.9+ acres, subject to all conditions, as per letter of offer to purchase.

264/13

CARRIED 7/0

Ron Leaf provided a verbal update on the Disaster Recovery Plan (DRP) application process.

Councillor John Vandermeer provided a verbal update on the Caroline Community Complex expansion. The Ag Society has developed a fund raising program called HUB (Help Us Build). The Expansion Committee is finalizing construction details, budget and construction contracts and are planning on presenting a budget with recommendations to Council at the July 23, 2013 Regular Council meeting.

BY CONSENSUS:

That Council accepts the information as presented.

265/13

CARRIED 7/0

**ADJOURNMENT:
12:15 P.M.**

BOB BRYANT:

That the Meeting adjourns.

266/13

CARRIED 7/0

REEVE

CHIEF ADMINISTRATIVE OFFICER