

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held August 13, 2013 in the Clearwater County Council Chambers in Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 8:57 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
Chief Administrative Officer:	Ron Leaf
Director, Public Works:	Marshall Morton
Recording Secretary:	Tracy Haight
	Brad Welygan
	Michelle Marshall
	Helge Nome
	Sarah Maetche
	Kurt Magnus

**AGENDA:** Councillor Case Korver requested the addition of J2 - Bighorn Backcountry Standing Committee.

CASE KORVER:	That the August 13, 2013 Regular Meeting Agenda be accepted as amended.
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286/13 CARRIED 7/0

**CONFIRMATION OF MINUTES:**

**1. July 23, 2013 Regular Meeting Minutes**

DICK WYMENGA:	That the Minutes of the July 23, 2013 Regular Meeting be accepted.
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287/13 CARRIED 7/0

**2. July 23, 2013 Public Hearing Minutes**

EARL GRAHAM:	That the Minutes of the July 23, 2013 Public Hearing Meeting be accepted.
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288/13 CARRIED 7/0

**PUBLIC WORKS: 1. Policy Review: Approach Construction Guidelines**

Marshall Morton presented the Approach Construction Guidelines policy and stated Councillor Korver requested an increase to the standard width for an approach, at the County's expense, in order to accommodate large agriculture equipment.

Mr. Morton reviewed the current policy standard and noted during municipal road improvements a landowner may request, at his expense, a wider approach.

Trevor Duley joined the meeting.

Discussion followed on agriculture landowners need for wider approaches, damage to culverts and equipment as a result of narrow approaches, repairs

made to approaches during municipal road improvements, fairness to other industries and the financial impact to the County if the standard width for an approach was increased.

Mike Haugen, Ken Fowler, and Jenny Oatway joined the meeting.

Mr. Morton reviewed standard procedures for approach upgrades during asphalt overlay projects and gravel rehabilitation projects. Mr. Morton explained the tender procedure and noted costs would increase significantly. if the standard width for an approach was increased.

Rhonda Serhan joined the meeting.

Discussion followed on landowner options for widening their approach and it was noted the current policy standards are adequate. Council noted the reference to “road improvements” in Procedure Provisions item 3 of the policy was vague and directed that the term be changed to “road construction/rehabilitation” to provide clarity.

JIM DUNCAN: That Council authorizes the amendment to the Approach Construction Guidelines policy and that staff present an amended policy to a future Council meeting for approval.

289/13

CARRIED 7/0

**2. Access Road Request SW 21-39-08 W5**

Marshall Morton presented a request from Jim Fisher to create a small portion of municipal road allowance and road to accommodate access to a proposed residential first parcel located in the SW 21-39-08-W5M.

Staff responded to questions and discussion followed on the proposed development, road maintenance, adjacent roads and property.

BOB BRYANT: That Council approves the development of the access road located SW 21-39-08 W5 under the provisions of the Residential Subdivision Standards Policy.

290/13

CARRIED 7/0

**3. Access Road Request SW 12-39-07 W5**

Marshall Morton presented a request from Dan Spongberg for approval to upgrade approximately 530 metres of road to municipal standard to accommodate access to a proposed residential subdivision located in the SW 12-39-07-W5M and have the municipality assume maintenance.

Staff responded to questions and discussion followed on removal of slabs located on the property and alternative access roads for residents.

DICK WYMENGA: That Council approves the development of the access road located SW 12-39-07 W5 under the provisions of the Residential Subdivision Standards Policy.

291/13

CARRIED 7/0

**4. Bylaw 978/13 Road Allowance Permit**

Michelle Marshall presented a request from Francis Little for the use of the road allowance which lies between the NE 08-41-05 W5M and NW 09-41-05 W5M (approximately 4.00 acres) for grazing purposes and to accommodate fencing.

BOB BRYANT: That Council grants First Reading to Bylaw 978/13 and schedules a Public Hearing for September 10, 2013.

**292/13**

CARRIED 7/0

Michelle Marshall, Marshall Morton, and Rhonda Serhan left the meeting.

**MUNICIPAL: 2. AAMDC School Tax Resolution**

Trevor Duley presented a draft "Provincial Responsibility for Education Property Tax Collection" resolution and noted the resolution addresses Council's concerns with municipalities collecting Alberta education property tax on behalf of the Province.

Mr. Duley stated upon Council's review and approval, the resolution may be submitted to the Alberta Association of Municipal Districts and Counties (AAMDC) Central Zone meeting for endorsement. Once endorsed by the Central Zone members, the resolution may be brought forward at the AAMDC Convention for consideration.

Discussion followed on the proposed resolution and the Municipal Government Act (MGA) upcoming review.

BOB BRYANT: That Council approves the "Provincial Responsibility for Education Property Tax Collection" resolution and directs staff to submit to the Central Zone AAMDC meeting.

**293/13**

CARRIED 7/0

**3. Brazeau County Invitation**

Tracy Haight presented an invitation to Council from Brazeau County to attend a 25<sup>th</sup> Anniversary Celebration and Reeve Tweedle's Retirement on September 27, 2013 in Drayton Valley.

BOB BRYANT: That Council authorizes all Councillors to attend Brazeau County's 25<sup>th</sup> Anniversary Celebration and Reeve's Retirement on September 27, 2013 and Reeve Alexander to present a plaque to Brazeau County and a retirement gift to Reeve Tweedle.

**294/13**

CARRIED 7/0

Rhonda Serhan and Carole Gowland joined the meeting. Ms. Serhan noted Charlene Johnson transferred to Public Works as Administrative Assistant and introduced Ms. Gowland, Receptionist, to Council. Rhonda Serhan and Carole Gowland left the meeting.

**1. Delegation – Rocky Mountain House Airport Commission – Airport Agreement Update**

Ken Fowler from the Rocky Mountain House Airport Commission provided background information on the airport agreement with the Town of Rocky

Mountain House and Clearwater County and stated terms of references have changed to the Airport Commission structure.

The Commission updated the agreement to reflect the change from a club member to an independent member chosen from lease holders.

JOHN VANDERMEER: That Council approves the changes to the Commission structure in the Airport Agreement as endorsed by the Town of Rocky Mountain House Council.

**295/13**

CARRIED 7/0

Kurt Magnus, Mike Haugen, Ken Fowler and Jenny Oatway left the meeting.

**CORPORATE  
SERVICES:**

**1. Advance Vote – 2013 Election**

Ron Leaf stated the Returning Officer recommends Council authorize an advance vote for October 8, 2013 from 9:00 A.M. to 6:00 P.M. at the Caroline Legion and the Lou Soppit Community Centre in Rocky Mountain House.

BOB BRYANT: That Council authorizes an advance vote be held October 8, 2013.

**296/13**

CARRIED 7/0

Ron Leaf stated the Local Authority Elections Act allows Council to authorize polling clerks to attend individuals who are unable to vote due to illness or hospitalization. Mr. Leaf noted two polling clerks would attend eligible individuals on the same date and time as the advance vote.

JIM DUNCAN: That Council authorizes two polling clerks to attend incapacitated individuals on October 8, 2013, from 9:00 A.M. to 6:00 P.M.

**297/13**

CARRIED 7/0

Keith McCrae and Marilyn Sanders joined the meeting.

**PLANNING &**

**WEST COUNTRY: 1. Bylaw 980/13 Application to Amend Land Use PT NE 14-39-07 W5M**

Jenny Oatway joined the meeting.

Marilyn Sanders presented an application by Blair Hirsch, operating as Rocky Sheet Metal and Mechanical Ltd., to redesignate approximately 11.0 acres from Agriculture District "A" to Industrial District "I".

Ms. Sanders provided a history of the application and noted the subject portion of land to be redesignated is located in the east half of the property adjacent to the remainder of NE 14-39-07-W5M. Ms. Sanders noted the subject land is located on the east border of the Town of Rocky Mountain House partially within the Long Term Town Boundary and the remainder in the Rural Policy Area as directed in the Rocky – Clearwater Intermunicipal Development Plan. Legal and physical access to the parcel is via 42<sup>nd</sup> street under the Town of Rocky Mountain House jurisdiction.

Mike Haugen joined the meeting.

Ms. Sanders presented background information on the Rocky – Clearwater Intermunicipal Development Plan and the Clearwater County Municipal Development Plan.

Keith McCrae and Ms. Sanders responded to questions on the approval process, overlap between industrial and light industrial usage, and Town of Rocky Mountain House future land uses plan.

EARL GRAHAM: That Council grants first reading of Bylaw 980/13 and schedule a Public Hearing for September 24, 2013.

298/13

CARRIED 7/0

Marilyn Sanders left the meeting.

**COMMUNITY  
& PROTECTIVE  
SERVICES:**

**1. 2014 – 15 Municipal Internship Application**

Trevor presented background information on Alberta Municipal Affairs internship program and noted applications for municipalities to host municipal interns in 2014 – 15 are being accepted. Mr. Duley stated there is an administrative program and a planning program available however there is no guarantee that the County will be successful in either application.

Discussion followed on the merits of the program and it was noted there is no indication that past participation in the program will influence the current application. Mike Haugen explained Municipal Affairs decision process and noted the host municipality will be selected before end of year.

BOB BRYANT: That Council authorizes staff to submit 2014-15 Municipal Internship applications for both programs.

299/13

CARRIED 7/0

Keith McCrae left the meeting.

**2. RES: Forestry Working Group Report**

Trevor Duley presented the Reeve's Economic Summit: Forestry Working Group Report and summarized key points and recommendations as noted in the report.

Mr. Duley responded to questions and discussion followed on employment opportunities in the forestry industry; available professional development and training in the community; and forestry market prices.

JIM DUNCAN: That Council accepts the information as presented.

300/13

CARRIED 7/0

**3. RES: Tourism Working Group Report**

Trevor presented the Reeve's Economic Summit: Tourism Working Group Report and summarized key points and recommendations as noted in the report.

Mr. Duley responded to questions on tourism trends and opportunities.

Discussion followed on the Community and Protection Services Department bringing forward future presentations to Council, covering implementation

strategies as recommended in both reports, as part of 2014 budget submissions.

EARL GRAHAM: That Council accepts the information as presented.

301/13

CARRIED 7/0

Trevor Duley and Mike Haugen left the meeting.

**COMMITTEE  
REPORTS:**

**1. Provincial Agriculture Service Board (ASB) Committee**

Councillor Jim Duncan provided an update on the Provincial ASB Committee and noted weeds in the central agricultural zone and on/near waterways is a key issue. Councillor Duncan stated the general consensus is for movement towards regulation as opposed to legislation in order to simplify the issue for agriculture. It was suggested that Clearwater County expand and/or increase communication to the public on its weed strategy.

**2. Bighorn Backcountry Standing Committee**

Councillor Case Korver provided an update on the Bighorn Backcountry Standing Committee and presented information and pictures on a prescribed burn project by Alberta Environment and Sustainable Resource Development (ESRD). Councillor Korver noted "Friends of the Eastern Slopes" have been active in supporting the FireSmart program.

JOHN VANDERMEER: That Council accepts both committees reports as presented.

302/13

CARRIED 7/0

**INFORMATION:**

**1. Information Items**

Councillor Earl Graham requested authorization to attend a Sundre Petroleum Operators Group (SPOG) function in Calgary on August 27.

BOB BRYANT: That Council authorizes Councillor Earl Graham to attend the SPOG function on August 27, 2013.

303/13

CARRIED 7/0

JIM DUNCAN: That the CAO's Report, Public Works Director's Report, Accounts Payable listing as of August 13, 2013, and Councillor Remuneration, be accepted as information.

304/13

CARRIED 7/0

**IN CAMERA:**

**1. In Camera**

JOHN VANDERMEER: That Council meets as a Committee of the Whole to discuss a labour item and the 2013 Chief Administrative Officer Performance Review at 11:11 A.M.

305/13

CARRIED 7/0

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

BOB BRYANT: That the meeting reverts to an Open Meeting at 12:01 P.M.

306/13 CARRIED 7/0

BOB BRYANT: That the meeting recess for lunch at 12:02 P.M.

307/13 CARRIED 7/0

The meeting reconvened at 1:40 P.M. with the same people present as noted at the beginning of the meeting excluding Marshall Morton, Tracy Haight, Brad Welygan, Michelle Marshall, Helge Nome, Sarah Maetche and Kurt Magnus.

JOHN VANDERMEER: That Council meets as a Committee of the Whole to discuss a labour item and the 2013 Chief Administrative Officer Performance Review at 1:46 P.M.

308/13 CARRIED 7/0

BOB BRYANT: That the meeting reverts to an Open Meeting at 3:23 P.M.

309/13 CARRIED 7/0

EARL GRAHAM: That Council accepts the 2013 Chief Administrative Officer Performance Review as presented.

310/13 CARRIED 7/0

ADJOURNMENT:  
3:25 P.M.

DICK WYMENGA: That the Meeting adjourns.

311/13 CARRIED 7/0

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REEVE

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CHIEF ADMINISTRATIVE OFFICER