

Minutes of an Agenda & Priorities (A&P) Committee of Council, Clearwater County, Province of Alberta, held April 16, 2018, in the Clearwater County Council Chambers in Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 9:03 am by Reeve Vandermeer with the following being present:

Reeve:	John Vandermeer
Councillors:	Jim Duncan
	Cammie Laird
	Daryl Lougheed
	Theresa Laing
	Tim Hoven
	Michelle Swanson

Staff:	
Interim Chief Administrative Officer	Rick Emmons
Recording Secretary	Tracy Haight
Director, Ag & Community Services	Matt Martinson
Manager, Legislative Services	Christine Heggart
Manager, Planning	Keith McCrae
Director, Public Works Infrastructure	Erik Hansen
Manager, Finance	Rhonda Serhan
Director, Public Works Operations	Kurt Magnus

**AGENDA:**

C. Laird motioned that the Committee adopts the A&P Committee of Council April 16, 2018, agenda as circulated.

CARRIED

**CONFIRMATION OF MINUTES:**

M. Swanson motioned that the Committee adopts the January 15, 2018, A&P Committee Meeting Minutes as amended.

CARRIED

**PUBLIC WORKS INFRASTRUCTURE:**

**1. Paving Priorities**

Council's past policies considered industry activity, market and economy trends, and ratepayers' feedback to determine road surfacing priorities.

The current policy, last amended in 2013, reflects the philosophy that typically, additional paved or surfaced road infrastructure projects are dependent on receipt of partnership funding, third party funding or local improvement tax, unless Council prioritizes a major project.

During the 2018 budget discussions, Council allocated \$2,000,000.00 for paving and identified Taimi Road as a paving priority. Reconstruction of this road, to prepare for base structure and paving in 2019, is scheduled for 2018. The total 6.4 km paving project for Taimi Road is estimated to cost \$5,708,000.

Another project for Council's consideration is a proposal from the Summer Village of Burnstick Lake to partner with the County on a capital project that would benefit both municipalities. The Summer Village Council suggested paving a part of the main Burnstick Lake Road or, improving the connecting road, such as applying dust suppression, from the main road to the Summer Village entrance road. The Summer Village has approximately \$360,000 to contribute to a project. Estimated costs for paving the Burnstick Lake Road are \$4,300,000. Costs for road improvements such as dust suppression and side slopes are cheaper.

Discussion followed on the Taimi Road project and the following points were made:

- The project is phased over two years.
- Tender results for each phase of the project requires Council's approval.
- The increase in cost estimates are due to extra work required on the north end of the road that will result in improved traffic safety.

Discussion took place on the current 'Road Surfacing and Other Major Projects – Priority Setting' policy and it was suggested to revise Procedure Item 7 for added clarity and to better define project priorities.

Discussion took place on the list of County roads historically identified as paving priorities and the following points were made:

- Public comments made during the municipal election campaign were favourable to paving Taimi Road and Gimlet Road.
- Speight Road could be considered as a resource road resulting in eligibility for provincial funding.
- Although O'Chiese Road would be a major investment, it may be a project eligible for cost sharing with the provincial and federal governments.
- Several sections of the Sunchild Road need repairs due to road degradation.
- There is \$500,000 in reserves for River Road pending Town of Rocky Mountain House decision on their plans for the North Saskatchewan River Park.
- Further discussion on allocating reserves for paving priorities is needed.

**RECESS:**

The meeting recessed at 10:12 am.

**CALL TO ORDER  
ORDER:**

The meeting was called to order at 10:23 am.

**AGRICULTURE &  
COMMUNITY  
SERVICES:**

**1. Clearwater Campground/Caroline Chambers**

Clearwater County leases Clearwater Campground from the Province. Because of flood damage in 2013, the provincial Disaster Recovery Program funded the relocation of the campground outside of the flood plain and, the

construction of seventeen non-serviced campground sites, which is now complete.

The County's current practice is to contract community groups for the operation and maintenance of campgrounds leased by the County. These groups use operating profit to fund campground maintenance and improvements and support community activities.

Caroline Chamber of Commerce, operator of the County's Burntstick Lake Campground, expressed interest in also operating Clearwater Campground. The Chamber will use operating profits from both campgrounds to fund maintenance and improvements, the Chamber's general operating expenses and, community programs delivered through the Caroline HUB.

Discussion took place and the following points were made:

- There is no policy or master plan in place to provide clear direction on how the County handles campground operations.
- A review of all County campgrounds and current operating contracts should decide best management practices going forward.
- Further discussion with the Chamber is needed before completing an operating contract.

**RECESS:** The meeting recessed for lunch at 11:26 am.

**CALL TO ORDER ORDER:** The meeting was called to order at 12:28 pm.

**LEGISLATIVE SERVICES:** 1. DRAFT Public Participation Policy

At the November 28, 2017 regular meeting, Council directed Administration to develop a draft Public Participation Policy that meets Council's objectives and new legislative requirements of the Municipal Government Act for public engagement.

The policy states that good governance recognizes the value in public engagement and creating opportunities for involving and informing municipal stakeholders in Council's decision-making process.

Discussion took place and amendments were recommended. A second draft will be presented to Council at a regular meeting.

**ADJOURNMENT:** M. Swanson motioned to adjourn the meeting at 1:50 pm

  
REEVE

  
INTERIM CHIEF ADMINISTRATIVE OFFICER