

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held November 7, 2017, 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:

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

Staff:	
Acting Chief Administrative Officer	Rick Emmons
Recording Secretary	Tracy Haight

Manager, Legislative Services	Christine Heggart
Director, Corporate Services	Rodney Boyko
Director, Public Works	Marshall Morton
Director, Community and Protective Services	Ted Hickey

Media:	Shaelyn Poteet
	Keanna Nelson

**AGENDA
APPROVAL:**

The following items were added to the November 7, 2017 Regular Meeting Agenda:

- Synergy Alberta Conference 2017 under Item F3 – Councillor Verbal Report;
- Status Update on Telus Lobby Efforts Regarding Connectivity and Fibre Redundancy in West Central Alberta as Item F5; and,
- Bantam Provincial Tournament Letter of Support as Item D8.

COUNCILLOR DUNCAN:	That the November 07, 2017 Regular Meeting Agenda is adopted as amended.
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418/17

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. October 24, 2017 Organizational Meeting Minutes

COUNCILLOR LAING:	That the Minutes of the October 24, 2017 Organizational Meeting are adopted as submitted.
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419/17

CARRIED 7/0

2. October 24, 2017 Regular Meeting Minutes

COUNCILLOR SWANSON:	That the Minutes of the October 24, 2017 Regular Meeting are adopted as submitted.
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420/17

CARRIED 7/0

3. November 2, 2017 Special Meeting of Council Minutes

COUNCILLOR SWANSON: That the Minutes of the November 2, 2017 Special Meeting of Council are adopted as submitted.

421/17

CARRIED 7/0

MUNICIPAL:

1. Hiring/Promotion Freeze

As per Council's October 24, 2017 carried motion, a hiring and promotion freeze is in effect until Council concludes its 2018 budget discussions; however, as per an administrative review, this freeze has the potential to impact current and future service levels, programs and operations as follows:

- Agricultural Services and Landcare – seasonal positions required to provide roadside brushing and cleanup, pest and weed control, mowing and spaying programs;
- Community and Protective Services – Community Peace Officer position required to maintain current service levels, implement road bans and improve administration capacity;
- Clearwater Regional Fire Rescue Services – Regional Deputy Chief position required to provide administrative functions, training, planning, infrastructure/equipment maintenance and improve on-call command capacity;
- Corporate Services – Contract position required to provide industrial assessment services and Information and Technology (IT) position required to improve internal service levels;
- Planning and Development – seasonal positions required to provide summer tours and ground maintenance in Nordegg;
- Public Works – seasonal positions required to implement the winter gravel program and a Surfaced Roads Supervisor (retiree replacement) required to maintain service levels for summer and winter road maintenance.

Discussion took place and the following points were made:

- The hiring/promotion freeze was meant as a short-term measure until Council engaged in 2018 budget discussions scheduled for December 2017.
- Advertising for seasonal positions typically take place in December/January to secure hires in a competitive job market.
- The 'Winter Gravel' seasonal program is considered as an essential service.

COUNCILLOR LAIRD: That, in advance of 2018 budget deliberations, Council authorizes the hiring of seasonal or term employees in the Ag Services, Planning and Public Works departments, in order to continue with current levels of service.

422/17

CARRIED 7/0

Discussion took place on hiring of permanent positions and the following points were made:

- Filling the Surface Road Supervisor position will not impact the 2017/2018 budget.
- The IT position will provide full staff complement to ensure 24/7 hour on-call support, optimal network and phone operations, and cyber security.

COUNCILLOR DUNCAN: That, in advance of 2018 budget deliberations, Council authorizes the filling of vacant permanent position for one Information Technology (IT) and one Surfaced Roads Supervisor.

423/17

CARRIED 7/0

Discussion took place on the status of Alberta Municipal Affairs' 'Centralized Industrial Assessment' program and the following points were made:

- It is anticipated the Province will forward program contracts within the next several weeks.
- The County's current assessment contract meets required needs for the time being.

COUNCILLOR DUNCAN: That Council postpones the renewal of contracts associated with the County's industrial assessments pending receipt of the provincial contract for Centralized Industrial Assessment.

424/17

CARRIED 7/0

2. Alberta Electoral Boundaries Commission – Final Report

During Alberta Electoral Boundaries Commission's (AEBC) review of provincial electoral divisions and boundaries over the past year, Council provided collective input, from the Town of Rocky Mountain House, Village of Caroline and Member of the Legislative Assembly Jason Nixon, at two public hearings to address concerns regarding AEBC's interim report. The interim report proposed the realignment of the Rimbey - Rocky Mountain House – Sundre (now renamed Rocky Mountain House – Sundre) riding that would have resulted in increases to population and geographic size and boundaries that weren't representative of existing trade and travel patterns.

AEBC released its final report, 'Proposed Electoral Division Areas, Boundaries, and Names for Alberta' that sets out modified recommendations that addresses the above-mentioned concerns.

COUNCILLOR DUNCAN: That Council receives the 'Alberta Electoral Boundaries Commission Final Report' for information as presented.

425/17

CARRIED 7/0

3. 2017 Municipal Excellence Award - Innovation

Clearwater County won the 2017 Minister of Municipal Affairs award, Municipal Excellence – Innovation, for the 'Sasquatch and Partners –

Welcome to Our Backyard' program's marketing campaign to encourage West Country recreational visitors to practice environmental stewardship. The program, spearheaded by Councillor Jim Duncan, supported by the rest of Council and developed by Agricultural Services and Landcare staff, has proven to be effective and sustainable.

The Minister of Municipal Affairs will present the award at the upcoming Alberta Association of Municipal Districts and Counties Fall 2017 Convention.

Discussion took place and the following was suggested:

- Include one staff member from Agricultural Services and Landcare, dependent on availability, to participate in the awards ceremony; and,
- Arrange Councillors participation in a photo opportunity with the Minister of Municipal Affairs.

COUNCILLOR DUNCAN: That Council appoints Reeve Vandermeer, Deputy Reeve Duncan, and one Agricultural Services and Landcare staff as Clearwater County's representative at the 2017 Minister's Awards Ceremony to accept the Municipal Excellence for Innovation award.

426/17

CARRIED 7/0

4. North Saskatchewan Watershed Alliance (NSWA) – Board of Directors

As a result of recent municipal elections, NSWA has two municipal sector vacancies on its Board of Directors.

NSWA is asking for letters of interest from elected officials to be appointed to serve interim positions on the Board, until their next Annual General Meeting in June 2018.

Discussion took place on Councillor Duncan's current appointment to NSWA's Headwaters Partnership Committee and benefits of continued participation in the Association's work.

COUNCILLOR LAIRD: That Council authorizes a letter of interest from Councillor Duncan to be appointed to serve on the North Saskatchewan Watershed Alliance Board of Directors until June 2018.

427/17

CARRIED 7/0

5. Alberta Association of Municipal Districts and Counties (AAMDC) Fall 2017 Resolutions

Discussion took place on administrative recommendations for support/non-support of AAMDC Fall 2017 Resolutions.

COUNCILLOR HOVEN: That Council receives the administrative report on Alberta Association of Municipal Districts and Counties Fall 2017 Resolutions for information as presented.

428/17

CARRIED 7/0

6. Alberta Urban Municipalities Association (AUMA) 2017 Convention and Resolutions

Town of Rocky Mountain House Council invited a member of County Council to attend the AUMA 2017 Convention as their guest.

Discussion followed on councillors' availability to attend as a County delegate and Town guest.

COUNCILLOR SWANSON: That Council appoints Reeve Vandermeer and Councillors Hoven and Lougheed to attend the Alberta Urban Municipalities Association 2017 Convention.

429/17

CARRIED 7/0

Clearwater County is a non-voting associate member, however there may be opportunity to discuss two resolutions of interest from AUMA's 2017 Resolution Book: A1 – Collaborative Discussions Between AUMA and AAMDC on the opportunity to Merge; and, B9 – Commitment Formal Consultations on the Future of Provincial Revenue Sharing at the convention.

Discussion took place on the impact of the Province's lack of commitment for 'Municipal Sustainability Initiative' funding is having on rural and small urban municipalities.

COUNCILLOR HOVEN: That Council receives the Alberta Urban Municipalities Association's 2017 Resolution Book for information as presented.

430/17

CARRIED 7/0

7. Council Christmas Greeting Advertising 2017

Historically, Council submits a Christmas holiday greeting advertisement for publication in the Mountaineer, Western Star and Sundre Round Up.

The three advertisements ran for one week in December and included a full colour photo of Council and a Christmas greeting. Last year, the total cost for the three advertisements in 2016 was \$1000 and costs were equally divided and paid by Council.

COUNCILLOR HOVEN: That Council authorizes the publication of Christmas Greeting Advertisements, using the 2017 photo, with costs equally divided and paid by Councillors.

431/17

CARRIED 7/0

COMMUNITY AND PROTECTIVE SERVICES:

1. Caroline Chamber of Commerce's Letter of Concern Regarding Caroline Cemetery

Administration received a letter from Caroline and District Chamber of Commerce (CDCC) outlining Village of Caroline and rural residents' concerns

Discussion took place on the status and ownership of Evergreen Cemetery.

432/17

CARRIED 7/0

MUNICIPAL:

8. Bantam Provincial Tournament Letter of Support Request

COUNCILLOR LAING: That Council authorizes a letter of support on behalf of Rocky Minor Hockey Bantam 'A' Raiders' bid to host the 2018 Bantam 'B' Provincial Championship Tournament in Rocky Mountain House.

433/17

CARRIED 7/0

INFORMATION:

3. Councillor's Verbal Report

Councillor Duncan reported on sessions that he attended at the Synergy Alberta Conference 2017.

5. Status Update on Telus Lobby Efforts Regarding Connectivity and Fibre Redundancy in West Central Alberta

Administration is scheduled to meet with Telus representatives on November 8 to discuss Telus' response to Clearwater County's lobby efforts for network redundancy.

1. CAO's Report

November and December events and meeting dates were reviewed.

COUNCILLOR LAING: That Council authorizes councillors' attendance at the Village of Caroline Year-End Supper.

434/17

CARRIED 7/0

COUNCILLOR LAIRD: That Council authorizes councillors' attendance at the Economic Development for Elected Officials Course.

435/17 CARRIED 7/0

COUNCILLOR LAING: That Council authorizes Councillor Hoven's attendance at the Central Alberta Pregnancy Care Centre 'Dessert Night'; and, brings greetings on behalf of the Reeve and Council at the event.

436/17 CARRIED 7/0

Discussion took place on the 'Digital Futures 2017: Strategy and Opportunity' Symposium taking place November 29 to December 1.

COUNCILLOR SWANSON: That Council authorizes Reeve Vandermeer, Councillors Laird and Lougheed and one staff member's attendance at the 'Digital Futures 2017: Strategy and Opportunity' Symposium.

437/17 CARRIED 7/0

Discussion took place on the David Thompson Country Tourism Business Forum taking place on November 9.

COUNCILLOR LAING: That Council authorizes councillors' attendance at the David Thompson Country Tourism Business Forum.

438/17 CARRIED 7/0

COUNCILLOR DUNCAN: That Council receives the Acting CAO's Report, Public Works Director's Report Councillor's Verbal Report and Councillor Remuneration for information as presented.

439/17 CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 11:13 am.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 11:23 am with the following people present: Councillors Duncan, Laird, Lougheed, Laing, Hoven and Swanson; Rick Emmons and Tracy Haight.

IN CAMERA:

COUNCILLOR LAING: That Council meets as a Committee of the Whole to discuss: Legal Opinion – Regional Fire Rescue Services; and Labour, in camera in accordance with Section 197(2) of the Municipal Government Act and Sections 17(1), 21(1), and 27(1) of the Freedom of Information and Protection of Privacy Act at 11:23 am.

440/17 CARRIED 7/0

Tracy Haight left the meeting at 11:28 am.

COUNCILLOR DUNCAN: That the meeting reverts to an Open Meeting at 12:30 pm.

441/17 CARRIED 7/0

RECESS: Reeve Vandermeer recessed the meeting at 12:30 pm.

CALL TO ORDER: Reeve Vandermeer called the meeting to order at 1:00 pm with the following people present: Councillors Duncan, Laird, Loughheed, Laing, Hoven and Swanson; Rick Emmons and Tracy Haight.

IN CAMERA:

COUNCILLOR DUNCAN: That Council meets as a Committee of the Whole, in camera, at 1:00 pm.

442/17 CARRIED 7/0

COUNCILLOR HOVEN: That the meeting reverts to an Open Meeting at 1:57 pm.

443/17 CARRIED 7/0

COUNCILLOR SWANSON: That Council sends a donation of food and flowers to the ‘Petersen Taschuk Celebration of Life’ ceremony on November 10.

444/17 CARRIED 7/0

COUNCILLOR LOUGHEED:

That Council attends an educational workshop on the Draft Rocky – Clearwater Intermunicipal Development Plan, Draft Joint Development Agreement and Joint Servicing Agreement; and, the Draft Clearwater County Major Area Structure Plan on November 20, 2017.

445/17

CARRIED 7/0

ADJOURNMENT:
2:01 pm.

COUNCILLOR DUNCAN:

That the Meeting adjourns.

446/17

CARRIED 7/0

A handwritten signature in blue ink, appearing to read "John Vandeman", written over a horizontal line.

REEVE

A handwritten signature in blue ink, written over a horizontal line.
ACTING CHIEF ADMINISTRATIVE OFFICER