



# MINUTES

## Regular Council Meeting

9:00 AM - Tuesday, May 12, 2020

Council Chambers, 4340 – 47 Avenue,  
Rocky Mountain House, AB

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**COUNCIL  
PRESENT:**

Reeve Timothy Hoven  
Councillor Jim Duncan  
Councillor Cammie Laird  
Councillor Daryl Loughheed  
Councillor John Vandermeer  
Councillor Theresa Laing  
Councillor Michelle Swanson

**ADMINISTRATION  
PRESENT:**

Chief Administrative Officer - Rick Emmons  
Director, Corporate Services - Murray Hagan  
Finance Manager - Rhonda Serhan  
Recording Secretary - Tracy Haight  
Director, Agriculture & Community Services - Matt Martinson  
Director, Emergency & Legislative Services - Christine Heggart  
Director, Planning & Development - Keith McCrae  
Senior Planner - Kim Gilham  
Senior Planner - Jose Reyes  
Communications Coordinator - Djurdjica Tutic  
Director, Public Works Operations - Kurt Magnus  
Manager, Regional Solid Waste Services - Reid Williams

**OTHERS VIA  
ELECTRONIC  
COMMUNICATION:**

Amanda Grieve  
Becky McPhee  
Carmen and Mike Coe  
Cyndal Johnston  
Greg Summers  
Kara McKenzie  
Karie Iverson  
Kyle Collinson  
Lynn Smith  
Marianne Cole  
Ron Tomy  
Ron Lepard  
Shawna Norrad  
Wendall Mason  
Vonnie Peters

**DELEGATE:**

David Carter, Community Homelessness Coalition

## **1. CALL TO ORDER**

Reeve Hoven called the Meeting to order at 9:00 am.

## **2. ADOPTION OF AGENDA**

Delegation/Presentation Item 6.1 *10:30 am David Carter, Community Homelessness Coalition* was rescheduled to 1:00 pm.

RES-206-2020 Motion by Councillor John Vandermeer that Council adopts the May 12, 2020, Regular Council Meeting Agenda as amended.  
CARRIED

## **3. ADOPTION OF MINUTES**

### **3.1. Regular Council Meeting Minutes**

RES-207-2020 Motion by Councillor Daryl Loughheed that Council adopts the April 28, 2020, Regular Meeting Minutes as circulated.  
CARRIED

## **4. PUBLIC HEARING**

### **4.1. 9:00 am Public Hearing - Bylaw 1083/20 Clearwater County Land Use Bylaw**

Reeve Hoven called the Public Hearing to order at 9:01 am.

The Hearing was held by electronic means, in compliance with provincial *Meeting Procedures (COVID-19 Suppression) Regulation*, to allow public input while maintaining social distancing recommendations and mass gathering restrictions from the Chief Medical Officer of Health during the COVID-19 health emergency.

The purpose of Bylaw 1083/20 is to rescind and replace Land Use Bylaw 714/01 and all amendments. The proposed land use bylaw does not make any significant changes to the previous bylaw that regulates and controls the use and development of land and buildings within Clearwater County. This new bylaw intends to consolidate all land use amendment bylaws adopted since 2001 into one bylaw, as well as: correct typographical errors, spelling, grammar; update and expand definitions; update maps and land use districts; and, add new definitions related to previously adopted land use amendments. By rescinding and replacing Bylaw 714/01 with Bylaw 1083/20, land use regulations are more clearly defined and simplified.

Council granted first reading of Bylaw 1083/20 on February 11, 2020. As required by legislation, notice of today's Public hearing was advertised and comments were invited from referral agencies and any landowner who claims to be affected by the proposed bylaw.

Written submissions from the public commenting on the proposed bylaw were presented to Council.

Reeve Hoven invited questions from Council regarding the proposed amendment and no questions were asked.

K. Gilham reviewed comments received from a referral agency, Alberta Transportation.

Reeve Hoven invited comments from the public in favour of the proposed bylaw. There were no comments given.

Reeve Hoven invited comments from the public in opposition of the proposed bylaw.

Amanda Grieve, Becky McPhee, Vonnie Peters, Carmen Coe and Greg Summers each expressed concerns with proposed amendments to various sections of the land use bylaw pertaining to: definition of 'minor agricultural pursuit' and the inclusion of 'no sales of the livestock, or sales of the production associated with the livestock is permitted'; the number of allowable holiday trailer/recreation vehicle permitted on residential property; and, the addition of sea container regulations.

Reeve Hoven recessed the Public Hearing at 9:49 am due to audio equipment technical difficulties.

## **5. PLANNING & DEVELOPMENT**

### **5.1. Consideration of Second and Third Readings of Bylaw 1083/20 Clearwater County Land Use**

RES-208-2020 Motion by Councillor Theresa Laing that Council tables second and third reading of the Land Use Bylaw 1083/20, for the purpose of regulating and controlling the use and development of land and buildings in Clearwater County, pending rescheduling of the Public Hearing.  
CARRIED

K. Gilham, K. McCrae and J. Reyes left the meeting.

M. Martinson joined the meeting.

## **7. AGRICULTURE & COMMUNITY SERVICES**

### **7.1. Wild Rose School Division's Request for Funding Commitment Letter**

RES-211-2020 Motion by Councillor Cammie Laird that Council provides Wild Rose School Division with a letter of commitment for Clearwater County to provide funding, up to a maximum of \$200,000, for project upgrades to increase functionality within the new Leslieville High School and Condor Elementary School.  
CARRIED

M. Martinson left the meeting.

C. Heggart joined the meeting.

## **8. EMERGENCY & LEGISLATIVE SERVICES**

### **8.1. Bylaw 1094/20 - Municipal Emergency Management Bylaw**

RES-212-2020 Motion by Councillor Jim Duncan that Council grants first reading of Bylaw 1094/20 for the purpose of establishing a Municipal Emergency Advisory Committee and a Municipal Emergency Management Agency as amended.

CARRIED

### **8.2. Clearwater Regional Fire Rescue Services 2020 Operating and Capital Budget Amendments**

RES-213-2020 Motion by Councillor John Vandermeer that Council approves the following 2020 budget adjustments:

#### Capital

Increase CRFRS capital by \$52337

Increase transfers from the Fire HQ reserve by \$52,337

#### Operating

Increase stations recoveries by \$124,513

Decrease HQ recoveries by \$190,354

Decrease contingency by \$65,841

CARRIED

C. Heggart left the meeting.

K. Magnus and R. Williams joined the meeting.

## **9. PUBLIC WORKS**

### **9.1. Town of Rocky Mountain House Eco Centre Project Proposal**

RES-214-2020 Motion by Councillor Michelle Swanson that Council receives the Town of Rocky Mountain House *'Eco Centre Design and Development Project Proposal'* for information as presented.

CARRIED

K. Magnus and R. Williams left the meeting.

D. Carter joined the meeting.

## **6. DELEGATION/PRESENTATION**

### **6.1. 1:00 pm David Carter, Community Homelessness Coalition**

RES-209-2020 Motion by Councillor Jim Duncan that Council authorizes Community Homelessness Coalition representatives, Karen Kantor, Second Stage Housing Supervisor, Mountain Rose Women's Shelter Association, and Naomi McNair, Administrator, The Rock Youth Centre, participation in Council's May 12, 2020, Regular Meeting via electronic communications.

CARRIED

RES-210-2020 Motion by Councillor Michelle Swanson that Council receives the Community Homelessness Coalition Delegation's information as presented.  
CARRIED

D. Carter left the meeting.

## **10. CAO OFFICE**

### **10.1. Town of Rocky Mountain House - Clearwater County Negotiating Committee Appointments**

RES-215-2020 Motion by Councillor Daryl Lougheed that Council approves the *Town of Rocky Mountain House/Clearwater County Intermunicipal Collaboration Framework and Agreements Discussion Protocols*.  
CARRIED

RES-216-2020 Motion by Councillor Michelle Swanson that Council appoints the Reeve, Councillors Vandermeer, Laing, and Councillor Duncan as alternate, and the CAO, as the Clearwater County Negotiating Team representatives to the *Town of Rocky Mountain House - Clearwater County Negotiating Committee*, effective May 12, 2020, until negotiation of agreements for solid waste services and revenue sharing and the Intermunicipal Collaboration Framework are complete, or April 1, 2021, which ever occurs first.  
CARRIED

D. Tutic joined the meeting.

## **11. CORPORATE SERVICES**

### **11.1. Municipal Entrance Welcome Signs**

RES-217-2020 Motion by Councillor Jim Duncan that Council approves Option I as the final design concept for development and installation of seven municipal entrance welcome signs.  
CARRIED

D. Tutic left the meeting.

### **11.2. Support for Private Member's Bill C-221, The Environmental Restoration Incentive Act.**

RES-218-2020 Motion by Councillor Jim Duncan that Council seeks additional information and perspective from the Rural Municipalities of Alberta and Canadian Association of Petroleum Producers regarding the support of Private Member's Bill C-221 *The Environmental Restoration Incentive Act*.  
CARRIED

R. Serhan joined the meeting.

**11.3. Tax Rate Bylaw 1093/20**

RES-219-2020 Motion by Councillor John Vandermeer that Council grants second reading of Bylaw 1093/20 for the purpose of authorizing the rates of taxation to be levied against assessable property within Clearwater County for the 2020 taxation year.

CARRIED

RES-220-2020 Motion by Councillor Cammie Laird that Council grants third reading of Bylaw 1093/20.

CARRIED

R. Serhan left the meeting.

**12. REPORTS**

**12.1. CAO's Report**

**12.2. Public Works Report**

**12.3. Councillor Reports**

**12.4. Councillor Remuneration**

RES-221-2020 Motion by Councillor Michelle Swanson that Council receives the May 12, 2020, CAO Report, Public Works Report, Councillor Reports from Reeve Hoven and Councillors Duncan, Laird, Lougheed, Laing, Vandermeer and Swanson and Councillor Remuneration for information as presented.

CARRIED

**13. CLOSED SESSION\***

\* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act

**13.1. Personnel - CAO Performance Evaluation; FOIP s.17 Disclosure Harmful to Personal Privacy**

**13.2. Verbal Report; FOIP s.24 Advice from Officials**

**13.3. Verbal Report - Village of Caroline; FOIP s.23 Local Public Body Confidences**

RES-222-2020 Motion by Councillor Jim Duncan that Council goes into CLOSED Session to discuss Items 13.1 Personnel - CAO Performance Evaluation as per FOIP s.17 Disclosure Harmful to Personal Privacy; 13.2 Verbal Report as per FOIP s.24 Advice from Officials; and 13.3 Verbal Report - Village of Caroline as per FOIP s.23 Local Public Body Confidences at 2:50 pm.


CARRIED

RES-223-2020 Motion by Councillor John Vandermeer that Council goes into OPEN Session at 4:00 pm.  
CARRIED

RES-224-2020 Motion by Councillor Michelle Swanson that Council sends a joint letter with Village of Caroline to the Minister of Municipal Affairs to inquire on the status of Clearwater County's Alberta Community Partnership Municipal Restructuring Study Stream grant application submitted February 3, 2020.  
CARRIED

#### **14. ADJOURNMENT**

- 14.1. RES-225-2020 Motion by Councillor Jim Duncan that the meeting adjourns at 4:00 pm.  
CARRIED

  
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Reeve  
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CAO

