

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held April 23, 2013 in the County Office at Rocky Mountain House.

**CALL TO ORDER:** The Meeting was called to order at 9:03 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	Dick Wymenga
	John Vandermeer
	Bob Bryant
	Jim Duncan
	Case Korver
	Earl Graham
Chief Administration Officer:	Ron Leaf
Director, Public Works:	Marshall Morton
Manager, Infrastructure:	Erik Hansen
Recording Secretary:	Tracy Haight
TIMS:	Darrell Philip
	Brad Welygan
	Brian Bilawchuk
	Helge Nome
	Sarah Maetche

**AGENDA:** Ron Leaf requested the addition of D3 as a verbal update regarding Nordegg Reservoir.

EARL GRAHAM:	That the April 23, 2013 Regular Meeting Agenda be accepted as amended.
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**141/13** CARRIED 7/0

**CONFIRMATION OF MINUTES:** 1. April 09, 2013 Regular Meeting Minutes

BOB BRYANT:	That the Minutes of the April 09, 2013 be approved as presented.
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**142/13** CARRIED 7/0

**PUBLIC WORKS:** 1. “Road Surfacing and Other Major Projects – Priority Setting” Policy Review

Marshall Morton presented draft revisions to the “Road Surfacing and Other Major Projects – Priority Setting” policy.

JIM DUNCAN:	That Council accepts the draft revisions to “Road Surfacing and Other Major Projects – Priority Setting” Policy as presented.
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**143/13** CARRIED 7/0

Darrell Philip and Brad Welygan left the meeting. Mike Haugen and Don Livingston joined the meeting.

## **2. “Road Use for Industrial/Commercial Truck Haul” and “Road Weights Control” Policy Review**

Marshall Morton presented draft revisions to the “Road Use for Industrial/Commercial Truck Haul” policy. Mr. Morton noted that after meeting with industry representatives, staff was able to identify items that required further clarification in the policies. Discussion followed on the loading and unloading of equipment on County roads not permitted, unless under special circumstances. Council addressed safety concerns, damage to road surfaces, and enforcement of non-compliance. Mr. Morton noted the ability to obtain permits by contractors/subcontractors would be effected if there were repeat offenses.

Councillor Dick Wymenga noted the wording “special circumstances” as too confusing. Mr. Morton suggested changing “special” to “certain” circumstances, which Council agreed to.

Marshall Morton presented the revisions to the “Road Weights Control” policy. Discussion followed on procedures for protecting roads from damage due to heavy vehicular traffic.

Mr. Morton noted the revised “Road Use for Industrial/Commercial Truck Haul” policy and the “Road Weights Control” policy will be presented to Council at the next Council Meeting and a meeting with industry will be arranged.

CASE KORVER:

That Council accepts the “Road Weights Control” Policy as presented and accepts the “Road Use for Industrial/Commercial Truck Haul” policy as amended.

**144/13**

**CARRIED 7/0**

Jenny Oatway, Rick Emmons, Keith McCrae, Marilyn Sanders, Matt Martinson, Murray Hagan, Denniece Crout, and Rhonda Serhan, Cortney and Tan Jameson joined the meeting. Brian Bilawchuk and Don Livingston left the meeting.

## **3. Nordegg Reservoir – Verbal Update**

Marshall Morton stated that the Nordegg reservoir developed a leak on April 19, causing the reservoir to drain completely. A supply of drinking water was delivered to Nordegg on April 19, a water truck was sent to Nordegg on April 20, and skid shacks for storage of water were delivered April 21 to allow residents to refill their water bottles. Two hotel rooms were also rented by the County at Nordegg Resort Lodge to provide shower facilities for residents.

Approximately 400,000 litres were lost and investigations are ongoing to locate the source of the leak. Mr. Morton noted Alberta Health Services and Alberta Environment were notified on April 19. Alberta Health Services attended the site on April 20 and issued a “Boil Water Advisory” notice to take effect when water service restored.

Discussion followed on the procedures for refilling the reservoir and restoring water service to the residents of Nordegg.

EARL GRAHAM:

That Council accepts the information as presented.

**145/13**

**CARRIED 7/0**

The meeting adjourned for public hearing at 10:00 A.M.

The meeting reconvened at 11:25 A.M. with the same people present as noted at the beginning of the meeting and with inclusion of Marianne Cole, Sharon Rubeling, Pat Butler, Marion Schafer, Jim Severson, Ron Wymenga, Erika Wymenga, Glee Severson, Wayne Dahl, May Dahl, Doug Dahl, Darrel Kirstein, Dennis Ross, Russell Little, Coral Ahlstrom, Lavern Ahlstrom, Cindy Pritchard, Phyllis Molnar, Debra Tensen, Harry Tensen, Ken Qually, Roland Barbey, Max Armstrong, Doris McDonald, John Bugbee, and Ilene Bugbee.

**MUNICIPAL:** 1. Clearwater Rural Roots

Clearwater Rural Roots delegation presented information on cow/calf operations outlining the effects of economic factors prevalent to the area. Marianne Cole, representative for Clearwater Rural Roots, requested Clearwater County Council to show support for the agricultural industry by extending the due date for farm property taxes to December 15, 2013. Discussion followed on tax due date, agricultural markets and operating costs, fair representation for ratepayers, support for agricultural industry, and available tax payment options for agricultural producers.

Ken Qually left the meeting.

Council stated they are prepared to review the tax bylaw regarding the due date for farmland property tax.

EARL GRAHAM: That Council accepts the information as presented.

146/13 CARRIED 7/0

EARL GRAHAM: That the meeting recess at 12:44 P.M.

147/13 CARRIED 7/0

The meeting reconvened at 1:25 P.M. with the same people present as noted at the beginning of the meeting excluding Marianne Cole, Sharon Rubeling, Pat Butler, Marion Schafer, Jim Severson, Ron Wymenga, Erika Wymenga, Glee Severson, Wayne Dahl, May Dahl, Doug Dahl, Darrel Kirstein, Dennis Ross, Russell Little, Coral Ahlstrom, Lavern Ahlstrom, Cindy Pritchard, Phyllis Molnar, Debra Tensen, Harry Tensen, Helge Nome, Roland Barbey, Max Armstrong, Doris McDonald, John Bugbee, and Ilene Bugbee, and with the inclusion of Phil Dirk.

**CORPORATE SERVICES: 2. Consolidated Financial Statements**

Murray Hagan and Rhonda Serhan presented Clearwater County's consolidated financial statements for the year ended December 31, 2012 and introduced Phil Dirks, partner with Hawkings Epp Dumont LLP, Chartered Accountants. Mr. Hagan noted the overall financial position of the County remains strong with net financial assets increasing by approximately \$10,522,000 due to the deferral of various operating and capital projects to 2013. Mr. Hagan noted accounts payable and accrued liabilities as well as cash and temporary investments increase due to Alberta government not withdrawing payment for school tax until January 2, 2013. The deferred revenue balance decreased significantly due to the application of previously recorded transportation grants to projects completed in 2012. Mr. Hagan reviewed the Consolidated Statement of Operations. After adjusting for amortization, expenses were approximately three million under budget which contributes to the surplus and in turn strengthens the reserve.

Discussion followed on amortization of assets, the deferral of road projects to 2013, funding strategy and planning for capital investments.

Murray Hagan reviewed Schedule of Consolidated Expenses by Object and noted salaries, wages and benefits amount included travel costs, Local Authorities Pension Plan, Worker's Compensation Board, and Council

honorariums amounts. Mr. Hagan stated the balance is under budget. Reeve Pat Alexander requested a detailed breakdown of amounts for salaries, wages and benefits.

Phil Dirks provided background information on the 2012 audit process and noted auditor duties and responsibilities. He stated that the 2012 audit went well and thanked staff for their assistance and well managed records. Mr. Dirks noted the current contract with Hawkings Epp Dumont has concluded but options exist for renewal for another two years.

Mr. Dirks outlined the financial highlights as \$41,518,944 net financial assets, \$1,548,861 excess of revenue over expenses before other, and \$402,968,446 accumulated surplus; along with key areas such as receivables, inventory, payables, tangible capital assets, taxes, and government transfers. Mr. Dirks stated that the County remains in good financial condition with low debt, healthy reserves and has relatively low/controlled spending. He noted that there are no significant control deficiencies, no unusual accounting policies or estimates, no material uncorrected differences or misstatements, and no difficulties were encountered during the audit.

Phil Dirks recommended that future financial statements of the Rocky Mountain Regional Solid Waste Authority be audited. This would provide a higher level of assurance to the partner organizations and facilitate consolidation of results into their financial statements.

Discussion followed on interest regarding Westview Lodge loan amounts, investment interest, and early payment of loan amounts.

EARL GRAHAM: That Council approves the 2012 financial statements.

148/13 CARRIED 7/0

Phil Dirks, Marshall Morton, Erik Hansen, Denniece Crout, Rhonda Serhan and Murray Hagan left the meeting. Don Livingston and Trevor Duley joined meeting.

COMMUNITY  
& PROTECTIVE  
SERVICES:

2. Community Peace Officer Expanded Appointments

Mike Haugan introduced Don Livingston, Acting Lands Manager Clearwater Area with Alberta Environment and Sustainable Resource Development (ESRD), and presented a letter received from Mr. Livingston regarding Community Peace Officer (CPOs) appointments.

Mr. Haugen stated the letter requests that Council consider expanding the CPOs appointments to allow them to enforce specific parts of Provincial legislation most commonly used in the West Country. The expanded appointments would allow County CPOs to deal with issues such as offences regarding crown land, inappropriate use of off-highway vehicles (OHV), off trail use and garbage at camping sites in a Public Land Use Zone, cutting firewood without a permit, damage to forest growth, open fires during a fire restriction or ban, and checking log hauling vehicles haul manifests. Mr. Haugen noted that the appointments are not intended to allow the CPOs to replace Provincial enforcement staff, but rather to compliment them. He noted that the County's CPOs time and priorities would still be determined by Council and the County administration.

Don Livingston noted the appointments are part of a pilot project for two years commencing in May of 2013 and will be evaluated in March of 2015. Any time within the two years either ESRD or Clearwater County can terminate this arrangement and have those authorities removed from the CPOs appointments.

Discussion followed regarding infractions and authority for bylaw enforcement, long weekend task forces, and additional staff required.

BOB BRYANT: That Council directs staff to proceed with CPOs expanded appointments as presented.

149/13

CARRIED 7/0

Murray Hagan, Denniece Crout, and Rhonda Serhan joined meeting. Trevor Duley and Don Livingston left the meeting.

**1. South East Recreation Grounds**

Mike Haugen presented background information on the future construction of a concession/washroom building for the South East Recreation Grounds. He noted the remaining budget for this project is approximately \$348,000. Mr. Haugen outlined five options for Council's consideration and noted given past discussions, staff recommends option 5 as follows:

Reject all bids and combine the project with the Caroline Arena Expansion  
Council may choose to reject all bids and combine this project with the Caroline Arena Expansion to attempt to reduce costs through reduction in expenses associated with items such as mobilization. This approach may or may not reduce costs and may result in the longer wait for project completion.

Mr. Haugen noted with option 5 the project would be managed by the same group overseeing the Caroline Arena Expansion and that costs may exceed the remaining funds available, thus if required, Council's Recreation Reserve may be used to cover part or all of the additional cost.

Discussion followed on the options available, funding requirements and strategies, and possible cost savings.

DICK WYMENGA: That Council approves the rejection of all bids for the South East Recreation Grounds and combines this project with the Caroline Arena Expansion.

150/13

CARRIED 7/0

**1. 974/13 2013 Tax Rate Bylaw – Third Reading**

Denniece Crout presented 2013 Tax Rate Bylaw 974/13 with the following rates:

Residential municipal tax rate at .0024557

- Farmland municipal tax rate at .0038516 and
- Non-residential, machinery and equipment, and linear rates at .0067618

Ms. Crout noted the Provincial Education live tax rates:

- Residential and Farmland – .0027297 Tax Rate 2013
- Non-residential and Linear – .0036303 Tax Rate 2013
- Uncollectible School Tax Rate - .0000019 Tax Rate 2013

The West view Lodge Tax Rate is .0000687 Tax Rate 2013.

CASE KORVER: That Council grants THIRD Reading to Bylaw 974/13 2013 Tax Rate Bylaw.

151/13

CARRIED 7/0

Discussion followed regarding the request for Council to defer the due date for farmland assessed property taxes to December 16, 2013.

Reeve Pat Alexander suggested having the same tax due deadline for all ratepayers, including farm property, and waiving the penalty for farm property to December 15. It was noted that for waiver of penalties a written request would be required for proper documentation. Council directed staff to provide recommendations with details on a written form to request waiver penalties on farm property at next regular Council Meeting.

Reeve Alexander noted the waiver of penalties would only apply for 2013 in order to provide farm property ratepayers a transition period.

Discussion followed on the possibility of a transition period causing confusion for ratepayers and effective communication strategies required to inform ratepayers of waiver of penalties on farm property tax to December 15.

DICK WYMENGA:	That Council confirms the tax due date for all assessed property as September 15 and that Council considers waiver of late payment penalties, on written request.
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152/13	CARRIED 5/2
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Murray Hagan, Denniece Crout, Rhonda Serhan, and Mike Haugen left the meeting. Keith McCrae, Rick Emmons and Marilyn Sanders joined the meeting.

**PLANNING & DEVELOPMENT:**    1.      Second Reading Bylaw 972/13 - Williamson

Council reviewed and discussed all information presented at the April 23, 2013 Public Hearing on the application to amend the land use bylaw for the redesignation of approximately 22 acres of Plan 102 5627, Block 1, Lot 4, (PT NW 29 and SW 32 38-08-W5M) to the Recreation Facility District “RF” for the purpose of developing a recreational retreat/campground.

DICK WYMENGA:	That Council grants SECOND Reading to Bylaw 972/13.
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153/13	CARRIED 6/1
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BOB BRYANT:	That Council grants THIRD Reading to Bylaw 972/13.
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154/13	CARRIED 6/1
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Keith McCrae, Rick Emmons, Marilyn Sanders, Sarah Maetche, and Jenny Oatway left the meeting.

**INFORMATION:**    1.      Information Items

JIM DUNCAN:	That the CAO’s Report, Public Works Director’s Report, Accounts Payable listing as of April 23, 2013, and Councillor remuneration be accepted as information.
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155/13	CARRIED 7/0
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## COMMITTEE REPORT:

## **1. West Country Family Service Association**

West Country Family Service Association is hosting a Volunteer Appreciation Luncheon on Wednesday, April 24, 2013 from 11:30 – 1:00.

DICK WYMENGA:

That Council accepts the Committee Report as presented and authorizes Jim Duncan to attend.

156/13

CARRIED 7/0

**ADJOURNMENT: DICK WYMENGA:**  
**3:56 P.M.**

That the Meeting adjourns.

CARRIED 7/0

REEVE

CHIEF ADMINISTRATIVE OFFICER