

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held November 27, 2018, 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 Duncan with the following being present:

Reeve  
Councillors

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

Staff:

Chief Administrative Officer  
Recording Secretary  
Director, Agriculture & Community  
Services  
Director, Public Works Infrastructure  
Manager, Legislative & Intergovernmental  
Services  
Economic Development Officer

Rick Emmons  
Tracy Haight  
  
Matt Martinson  
Erik Hansen  
Christine Heggart  
Jerry Pratt

Media:

The Mountaineer

Diane Spoor

Delegates:

Tracy Leblanc  
Steve Malins  
Dwight Oliver  
Debbie Northcott

Public:

Helge Nome

**AGENDA  
APPROVAL:**

COUNCILLOR LAIRD:

That the November 27, 2018 Regular Meeting Agenda is adopted as circulated.

526/18

CARRIED 7/0

**CONFIRMATION  
OF MINUTES:**

**1. November 13, 2018 Regular Meeting Minutes**

COUNCILLOR SWANSON:

That the Minutes of the November 13, 2018, Regular Meeting are adopted as circulated.

527/18

CARRIED 7/0

**DELEGATIONS:**

**1. Parks Canada**

T. Leblanc, Project Manager, and S. Malins, Cultural Resource Management Advisor, Parks Canada, delivered a powerpoint presentation, 'Parks Canada

Rocky Mountain House National Historic Site of Canada (NHSC) Management Plan Engagement and Review'. The presentation outlined a new draft 2018 Management Plan that includes key strategies for the NHSC to:

- Protect and manage the archaeological sites, viewsapes, natural landscape features and contemporary assets;
- Strengthen relationships with Métis and First Nations peoples and organizations; and,
- Enrich and create new visitor experiences.

The plan includes proposals for:

- site staff to work with Clearwater County and gravel pit operators to mitigate impacts of gravel pit operations immediately outside site boundaries;
- a feasibility study, including cost-share options with Clearwater County, to improve road access to the site; and,
- collaboration with Parks Canada and David Thompson Country tourism organizations to promote the site.

Discussion followed on the potential for extending the site's seasonal hours of operations and improving local residents' attendance at events.

COUNCILLOR LAING:

That Council receives the Rocky Mountain House National Historic Site of Canada DRAFT 2018 Management Plan by Parks Canada for information as presented.

528/18

CARRIED 7/0

**AGRICULTURE &  
COMMUNITY  
SERVICES:**

**1. Caroline Ag Society**

D. Oliver, President, Caroline and District Recreation and Agricultural Society, provided an update on the Society's parking lot paving project for the Caroline HUB Arena and South East Recreation Grounds. The Society recommends expanding the project scope to address: parking lot drainage issues and spatial limitations; potential damage to the Arena's foundation; pedestrian safety; and, facility cleaning issues.

D. Northcott, Manager, noted that a larger paved parking lot would increase the Arena's marketability, enhance community service availability, improve user experience and decrease facility cleaning and maintenance costs.

Administration intends to provide Council with increased cost estimates, from the original \$500,000.00 that Council approved in the 2018 budget, at the upcoming 2019 budget deliberations.

COUNCILLOR LOUGHEED:

That Council receives the Caroline and District Recreation and Agricultural Society's Caroline HUB Arena and South East Recreation Grounds Parking Lot Paving Project Update for information as presented.

529/18

CARRIED 7/0

**2. Rocky Mountain House Library Agreement Renewal**

The Rocky Mountain House Public Library's operating and maintenance cost share agreement with the Town of Rocky Mountain House, Clearwater County

and Town of Rocky Mountain House Library Board expires December 31, 2018.

A new agreement was drawn up by Town and County Administration and Library Board representatives, without any changes from the previous agreement, for a five-year term.

M. Martinson responded to questions and discussion took place on the Board's agreement with the Town for sharing the Library's capital costs.

COUNCILLOR LAIRD: That Council approves the operating and maintenance cost share agreement, effective January 1, 2019, for the Rocky Mountain House Public Library, as presented.

530/18

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 9:59 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 10:10 am with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, C. Heggart, D. Spoor, T. Haight, Rhonda Serhan, Keith McCrae, and Amanda Rodriguez.

**3. Alberta Master Games Agreement**

On January 9, 2018, Council approved funding to jointly host the 2019 Alberta Master Games on August 22-25, with the Town of Rocky Mountain House.

Alberta Sport Connection (ASC) asks that a formal agreement is executed by the Town, County and ASC for each parties' areas of responsibility and funding commitments.

COUNCILLOR SWANSON: That Council approves the 2019 Alberta Masters Games agreement and authorizes the Reeve to sign the agreement on Council's behalf.

531/18

CARRIED 7/0

**4. Request for Funding – Rocky Mountain House RCMP Detachment Upgraded Ventilation**

The Rocky Mountain House RCMP Detachment requires a 'fume hood' ventilation system in the drug evidence possessing space to mitigate Fentanyl exposure to staff. The RCMP asks that Council consider jointly sharing costs to purchase and install the system, estimated at \$10,000.00, with the Town of Rocky Mountain House.

COUNCILLOR LAIRD: That Council funds fifty percent (50%) of costs for the purchase and installation of a fume hood ventilation system for the Rocky Mountain House RCMP Detachment at a maximum of \$5,000.00 funded from contingency.

532/18

CARRIED 7/0

**PLANNING &  
DEVELOPMENT:**

**1. Clearwater County Heritage Grant Advisory Committee Terms of Reference**

Council reviewed draft Terms of Reference for the new Clearwater County Heritage Grant Advisory Committee (CCHGAC).

Discussion took place and amendments were made to the 'CCHGAC Membership' section and to the Appendix 'A' – Clearwater County Heritage Grant Guidelines.

COUNCILLOR LAING: That Council approves the Clearwater County Heritage Grant Advisory Committee Terms of Reference, as amended.

533/18

CARRIED 7/0

**INFORMATION:**

**1. CAO's Report**

Discussion took place on the November 27, 2018 CAO's Report as circulated.

COUNCILLOR LAIRD: That Council authorizes Councillors' attendance at the Alberta Environment and Parks Bighorn Country Proposal Engagement Session on December 11, 2018 at 9:00 am; and that Council reschedules the December 11, 2018 Regular Meeting of Council to 1:00 pm.

534/18

CARRIED 7/0

COUNCILLOR SWANSON: That Council authorizes Councillors' attendance at the Rocky Chamber of Commerce Lunch and Learn event on December 13, 2018.

CARRIED 7/0

**2. Public Works Report**

Discussion took place on the November 27, 2018, Public Works Report, as circulated.

**3. Councillor Verbal Reports**

Reeve Duncan reported on the Mayors & Reeves meeting and stakeholder engagement sessions he attended.

COUNCILLOR VANDERMEER: That Council receives the CAO's Report, Public Works Report, Accounts Payable, Councillor Verbal Reports and Councillor Remuneration for information as presented.

535/18

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 10:48 am.

CALL TO ORDER: Reeve Duncan called the meeting to order at 11:18 am with the following people present: Councillors Vandermeer, Laird, Lougheed, Laing, Hoven and Swanson; R. Emmons, C. Heggart, E. Hansen, Cam McDonald, Neil Ratcliffe, Elsie Ratcliffe, Rocky Bixby, and T. Haight.

**CLOSED SESSION:**

COUNCILLOR LOUGHEED: That Council approves meeting as a Committee of the Whole, to discuss Item H1. Light Link Technologies Inc. – Third Party Interest in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Section 16 of the Freedom of Information and Protection of Privacy Act at 11:18 am.

536/18

CARRIED 7/0

Pursuant to Section 197(6) of the Municipal Government Act, the following representatives from Light Link Technologies Inc. were in attendance in the closed session discussion with respect to Light Link Technologies Inc. – Third Party Interest:

Elsie Ratcliffe (President) Neil Ratcliffe (Technical Advisor) and Rocky Bixby.

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion with respect to Light Link Technologies Inc. – Third Party Interest:

R. Emmons (Advise) E. Hansen (Advice), C. McDonald (Advice), C. Heggart (Advice) and T. Haight (Clerk).

COUNCILLOR LAING: That the meeting reverts to an Open Session at 12:39 pm.

537/18

CARRIED 7/0

RECESS: Reeve Duncan recessed the meeting at 12:39 pm.

CALL TO ORDER: Reeve Duncan called the meeting to order at 1:17 pm with the following people present: Councillors Vandermeer, Laird, Lougheed, Laing, Hoven and Swanson; R. Emmons, C. Heggart, E. Hansen, C. McDonald and T. Haight.

**CLOSED SESSION:**

**COUNCILLOR VANDERMEER:** That Council approves meeting as a Committee of the Whole, to discuss Item Item H2 DRAFT Broadband Infrastructure Master Plan Options, in a closed session, in accordance with Section 197(2) of the Municipal Government Act; and Sections 16 and 24 of the Freedom of Information and Protection of Privacy Act at 1:17 pm.

**538/18**

CARRIED 7/0

Murray Hagan joined the meeting.

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in the closed session discussion with respect to the Draft Clearwater Broadband Infrastructure Master Plan Options:

R. Emmons (Advice), M. Hagan (Advice), E. Hansen (Advice), C. McDonald (Advice), C. Heggart (Advice) and T. Haight (Clerk).

**COUNCILLOR LAING:**

That the meeting reverts to an Open Session at 3:58 pm.

**539/18**

CARRIED 7/0

**RECESS:**

Reeve Duncan recessed the meeting at 3:58 pm.

**CALL TO ORDER:**

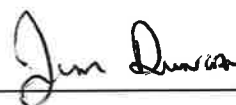
Reeve Duncan called the meeting to order at 3:59 pm with the following people present: Councillors Vandermeer, Laird, Loughheed, Laing, Hoven and Swanson; R. Emmons, M. Hagan, E. Hansen and T. Haight.

**ADJOURNMENT:**  
4:00 pm

**COUNCILLOR VANDERMEER:** That the Meeting adjourns.

**540/18**

CARRIED 7/0



REEVE



CHIEF ADMINISTRATIVE OFFICER