

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held April 10, 2012 in the County Office at Rocky Mountain House.

CALL TO ORDER: The Meeting was called to order at 8:59 A.M. by Reeve Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	Earl Graham
	John Vandermeer
	Jim Duncan
	Robert Bryant
	Dick Wymenga
	Case Korver
Municipal Manager:	Ron Leaf
Public Works Manager:	Marshall Morton
Industry Relations Coordinator:	Brian Bilawchuk
Recording Secretary:	Christine Heggart
Mountaineer:	Sarah Maetche
TIMS:	Brad Welygan
	Helge Nome

**AGENDA
APPROVAL:**

Pat Alexander removed 9c from the agenda.

BOB BRYANT: That the April 10, 2012 Regular Meeting Agenda be accepted as amended.

120/12

CARRIED 7/0

**CONFIRMATION
OF MINUTES:**

1. March 27, 2012 Regular Meeting Minutes

EARL GRAHAM: That the Minutes of the March 27, 2012 Regular Meeting be confirmed as amended.

121/12

CARRIED 7/0

PUBLIC WORKS: 1. Red Deer River Access

Marshall Morton presented background information on the Red Deer River Access Road and updated Council on its deteriorating condition.

Mr. Morton noted the isolated nature and the length of this road makes rehabilitation cost prohibitive. As a result, he recommended adjustments to the 2012 shoulder pull program to include sections that can be bladed and graveled and a dust suppressant supplied. Mr. Morton noted the estimated costs at \$300,000.00 and would be funded by the gravel road rehabilitation budget and added that staff will be making application (provided it meets the criteria) for resource road funding (grant) for the gravel portion of this roadway this fall when applications are accepted by the province.

Mr. Morton responded to question regarding the location of the shoulder pulls in relation to rock surfaces, the shoulder pull budget, resource road grant qualifications and slope of the ditch.

CASE KORVER: That Council accepts the Red Deer River Access Road update as information.

122/12

CARRIED 7/0

Diane Fingler joined the meeting. Brad Welygan left the meeting.

PUBLIC WORKS: 2. Transfer of Road Allowance - Marshall

Marshall Morton presented a request from Stan Marshall (current leaseholder) of the road allowance and has recently transferred the crown grazing lease over to Ram Mountain Ranch Inc. which the road allowance lease was associated with. Ram Mountain Ranch wishes to take over lease to continue grazing livestock on the road allowance, the same as the previous leaseholder.

DICK WYMENGA: That Council authorizes the transfer of Road Allowance (allowance lease lies between S.W. 2-38-7-W5 and the S.E. 3-38-7-W5, containing 4.00 acres more or less) from Stan Marshall to Ram Mountain Ranch Inc.

123/12

CARRIED 7/0

PUBLIC WORKS: 3. Transfer of Road Allowance - Smith

Marshall Morton presented a request from Michael Smith (current leaseholder) of the road allowance to transfer the Road Allowance lease to Marjorie and Albert Furher as they have the adjacent property to the road allowance on the east side. They maintain the road allowance as this allows them access to their property.

JIM DUNCAN: That Council authorize the transfer of Road Allowance (allowance lease lies between Part of the S.W. 26-37-8-W5 and Part of the S.E. 27-37-8-W5 and between the N.W. 23-37-8-W5 and the N.E. 22-37-8-W5, containing 6.00 acres more or less.) from Michael Smith to Marjorie and Albert Furher.

124/12

CARRIED 7/0

PUBLIC WORKS: 4. Transition to TRAVIS MJ

Marshall Morton presented background information on Alberta Transportation's new permitting system – TRAVIS MJ to streamline the issuance of provincial and municipal road permits providing for better efficiencies for industry and road carriers.

Mr. Morton noted that TRAVIS MJ is now in its final stage of implementation, clarified that Clearwater County has retained Roadata Services Ltd. to administer the transition into TRAVIS MJ (multi-jurisdictional), that all single trips would now be issued through TRAVIS MJ. and Clearwater County will continue to issue road use agreements for drilling rigs, frac moves and gravel hauls.

Mr. Morton explained the County's relationship with Roadata should remain unchanged due to industry's need to access permits after business hours and as well the billing process changes that come with the TRAVIS MJ implementation. Mr. Morton noted that TRAVIS MJ is a one window application process for industry to request approval for overweight and or over dimension vehicles to move on Provincial and Municipal roadways, that municipalities utilizing Roadata Services Ltd. will be providing industry with improved levels of services on evenings, weekends and holidays and that

improved availability will hopefully translate into an improved level of compliance by industry.

Murray Hagan joined the meeting.

Mr. Morton responded to questions regarding permitting process, the tri-drive permit and the tri-drive weight acceptance across the province and the potential for permitting fees.

Ron Leaf discussed the non-standard configuration of the tri-drive wheel formation and damages sustained to roadways.

Mr. Morton responded to permitting process questions regarding how truckers get permits and the fees associated being nil. Mr. Morton further responded to questions regarding RoadData and how they will bill the carrier directly.

BOB BRYANT: That Council approves Clearwater County going live with the TRAVIS MJ permitting system.

125/12

CARRIED 7/0

Marshall Morton and Brian Bilawchuk left the meeting.

**CORPORATE
SERVICES:**

1. Revised Investment Policy

Murray Hagan presented a revised draft of the investment policy with the intent to minimize risk while broadening investment options to maximize returns while remaining within the regulations of the Municipal Government Act (MGA).

Mr. Hagan responded to questions regarding the administration of investments being completed by the Corporate Services Manager.

EARL GRAHAM: That Council approves the revised investment policy as presented.

126/12

CARRIED 7/0

Diane Fingler joined the meeting. Murray Hagan and Brad Welygan left the meeting.

MUNICIPAL:

3. South Saskatchewan Phase 2 Consultation

Ron Leaf presented an overview of the South Saskatchewan Phase 2 Consultation process and highlighted the references to agricultural land and access to water for irrigation on page 9.

Mr. Leaf noted Red Deer Regional Sub basin concerns where there is more market like major urban centres like Calgary and Edmonton, water use becomes a higher priority than smaller urban areas. Mr. Leaf also noted the interprovincial agreement that allows for 50% of the natural flow of the North Saskatchewan's flow to reach the Province of Saskatchewan and the concern that the Red Deer region may suffer at Calgary's advantage.

Discussion took place around the report's reference to water efficiency measures.

Mr. Leaf responded to questions regarding pipeline irrigation, discussed the need for offsite storage and for infrastructure in urban centres and noted the challenge of rural sustainability is Canada wide and concerns of limitations

being implemented to control activity within head water regions to benefit communities with higher populations lower reaches of the province.

Councillor Alexander noted the need to determine cumulative effects and for the Province to define their wetlands policy, specifically that the Consultation Report references non-existent policy.

Mike Haugen, Terri Miller and Cammie Laird joined the meeting. Murray Hagan left the meeting.

Councillor Duncan noted the need for groundwater management as well as surface water and Mr. Leaf noted the ongoing groundwater study completed by the government mapping out aquifers throughout the province.

Mr. Leaf noted the importance of the County's continued involvement in and support of the watershed associations.

EARL GRAHAM:	That Council accepts the South Saskatchewan Phase 2 Consultation report as information.
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127/12

CARRIED 7/0

Tyler McKinnon joined the meeting.

MUNICIPAL: 2. West Country Harness Club Invitation

Tyler McKinnon presented an invitation from the West Country Harness Club to a multi-day horse and wagon trek on the Iron Horse Trail, which is a multiuse trail, built on an old rail bed Northeast of Edmonton.

Mr. McKinnon noted the group will be meeting in Ashmont on June 12, setting out on the trail on June 13 and arriving in Heinsberg on June 15.

By consensus, Council determined those Councillors attending shall attend as individuals.

EARL GRAHAM:	That Council accepts the invitation as information.
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128/12

CARRIED 7/0

MUNICIPAL: 4. Off Highway Vehicle Bylaw

Terri Miller noted the rationale for Council's review of the Off Highway Vehicle (OHV), provided key points in the development of the bylaw and asked to clarify that the current OHV bylaw still reflects the philosophy of Council.

Ms. Miller noted complaints received surrounding OHV use, specifically in the Boundary area and hamlet areas within the County.

Ms. Miller noted that enforcement of OHV's in general has always been a challenge for officers, as more often than not when the officer(s) arrive at the location of the complaint they find that the OHV has left the area.

Ms. Miller responded to question regarding where bylaw is effective – that the County bylaw directs OHVs to the roadways on both gravel roads and those paved roads that are not provincial highways or three digit highways (where OHVs must ride in the ditches). Ms. Miller also noted the speed limits for OHVs on County roads are 30 km/h in and out of multi-lot subdivisions and 50 km/h on roads.

Mr. Leaf identified the need for the speed to delineate between what is and what is not acceptable behavior, as a bylaw cannot discriminate between agricultural users and recreational users.

Discussion took place on whether OHVs belong on the roads or in the ditches. Mr. Leaf noted that the rationale for the road being used is the roads are regularly maintained and monitored, ditches are not. Road maintenance and monitoring provides some mitigation of risk.

Cammie Laird and Rhonda Serhan joined the meeting.

Councillor Wymenga noted he would like to see the bylaw left as is. Ms. Miller noted the administrative wording change to section 2 (3) of the bylaw/

DICK WYMENGA: That Council accepts the administrative change to Bylaw 863-07 as presented.

129/12

CARRIED 7/0

Terri Miller left the meeting.

MUNICIPAL: 5. Firefighter Remuneration SOG

Cammie Laird presented an updated Firefighter Remuneration Standard Operating Guidelines (SOG) and the background on legislation changes, Alberta Employment Standards and federal Income Tax Act exemptions noting many of the changes are formatting and that the changes are budget neutral.

Ms. Laird responded to questions regarding volunteer availability, on-call shifts on weekends and training recognition for training completed.

JOHN VANDERMEER: That Council approves the Fire Rescue Services Firefighter Remuneration SOG.

130/12

CARRIED 7/0

Cammie Laird left the meeting.

MUNICIPAL: 6. Search and Rescue Vehicle Maintenance Agreement

Tyler McKinnon presented a draft agreement with the Rocky Mountain House Search and Rescue (SAR) for vehicle maintenance which includes regular maintenance and annual safety inspection for SAR's mobile command post and two SAR trucks.

Mr. McKinnon noted the proposed agreement states that Clearwater County will provide routine annual maintenance on three specific SAR vehicles, at no cost the group, that the County is not committed to providing any additional work that may arise from the safety inspection and that work on Clearwater County's fleet takes precedence and any work on the SAR vehicles will be scheduled accordingly.

Council asked that staff coordinate a presentation from SAR in conjunction with the next RCMP quarterly update to Council. Mike Haugen provided information on the County's current budget for SAR.

BOB BRYANT: That Council authorize the Reeve and CAO to sign the proposed agreement between Clearwater County and Rocky Mountain House Search and Rescue, for the provision of annual vehicle maintenance.

131/12

CARRIED 7/0

MUNICIPAL: **7. Arbutus Hall Capital Grant Request**

Tyler McKinnon presented a request from the Arbutus Community Hall for upgrades to the hall washrooms in the amount of \$11,015.00. The total estimated project cost is \$18,750.00 and the Hall representatives have noted that they anticipate donated time and money to account for the remaining \$7,735.00 for the project.

Mr. McKinnon noted hall representatives informed staff they will be requesting funding for a number of other capital projects including replacing the halls heating system, which recently failed, and installing new tiling.

Mr. McKinnon further noted that the Arbutus Hall has been closed for the past few years due to issues with water damage and mold and that those issues have not yet been addressed, and the insurance claim around this damage has recently been declined. T

Councillor Korver asked to table the request for funding. Councillor Wymenga asked question regarding the mold issue and Councillor Korver noted the issue was not entirely as bad as initially discussed and that the problems arose from improper plumbing connection.

Councillor Alexander noted that the building needs to be compliant and meet standards for public use before Council puts any money into it.

Councillor Duncan asked for a priorities plan from the hall to determine the broader capital plan and decide what is most appropriate for Council to fund.

Mike Haugen noted that historically the County has asked community halls to provide a comprehensive plan, what needs to be done and how money will be used.

CASE KORVER:	That Council table the Arbutus Hall's request for funding through the Capital Grant program until receiving a formal plan for all capital projects.
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132/12	CARRIED 7/0
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Rhonda Serhan left the meeting.

MUNICIPAL: **8. Caroline Arena Expansion Engineering**

Mike Haugen presented a summary of four submitted proposals regarding engineering services for the Caroline Arena expansion project, which were reviewed by County and Village staff and noted the project proposes the addition of several change rooms along the west side of the arena and, if possible, the renovation of the existing change rooms and lounge.

Mr. Haugen noted that the County is the majority funder of the Complex and is acting as project manager for the \$1 million project (50% from Major Community Facilities Program Grant) at the request of the Village.

Mr. Haugen added that staff is proceeding with formalizing an agreement with John Murray Architectural Associates. Ron Leaf noted that the County will enter into the agreement with the contractor and that the Village of Caroline will administratively work together to provide updates and input.

EARL GRAHAM:	That Council accepts the Caroline Arena Expansion Project report as information.
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133/12	CARRIED 7/0
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INFORMATION: 1. Manager's Reports

JIM DUNCAN:

That the Accounts Payable listing, the Municipal Manager's Report and Public Works Manager's Report of April 10, 2012 be accepted as information.

134/12

CARRIED 7/0

Shirley Sellers, Cindy Taschuk and Judy Richardson joined the meeting.

MUNICIPAL: 1. Rocky Mountain House and District Chamber of Commerce

Mike Haugen introduced the delegation from the Rocky Mountain House and District Chamber of Commerce to discuss the initiative for business attraction for the area.

Shirley Sellers presented a slideshow presentation detailing survey results indicating an underserved retail market and that retail dollars are leaving the community as a result. Ms. Sellers noted that Chamber members are experiencing reduced business in the last couple years and that property values for housing are remaining stagnant and not increasing as in other areas of the province.

Ms. Sellers provided detail regarding the Chamber's proposal to Target as well as the Chamber's strategies to: develop a business opportunities website, contact current chamber members, directly approach local developers and business owners, directly approach and 'Anchor Store' like Walmart and Alberta Mall Developers, approach chain stores like Sears and Peavy Mart.

Ms. Sellers discussed growth in other communities like Drayton Valley, Olds, Stettler and Vegreville and noted that the Rocky area needs to accept new business development and the need for community education or seminars regarding the new business realities.

Ms. Sellers noted the Chamber is looking to partner with Town and County to provide tangible evidence that the municipalities support business development in the area and requested a letter of support for the Chamber's initiatives.

Councillor Graham asked whether this initiative is strictly limited to Rocky area and Councillor Alexander noted the need to also include the Caroline and District Chamber of Commerce.

Councillor Alexander asked how the Chamber would deal with why new businesses haven't been coming to the Rocky community. Ms. Sellers noted the Chamber has been working with the Town and there is now a plan in place to deal with businesses as well as changes made within the Town's economic development department.

Discussion took place on where larger businesses would locate and Councillor Bryant noted that servicing to areas in the periphery of the Town has been an issue and that we cannot expect the developers to bear the burden of all the costs associated with servicing development area.

Councillor Alexander noted that economic development cannot be pursued in isolation, and that the County, Town, Village and Chamber need to do so as a group. He added the community needs to do more to attract light industrial to ensure community sustainability.

Discussion took place on the need for local businesses to improve customer service and marketing skills. Ms. Sellers noted the Chamber's first focus is retail.

JOHN VANDERMEER: That Council approves a letter of support be provided to the Rocky Chamber of Commerce in support of their business opportunity direct mail out by the Chamber.

135/12 CARRIED 7/0

Shirley Sellers, Cindy Taschuk, Judy Richardson, Mike Haugen and Tyler McKinnon left the meeting.

JIM DUNCAN: That the meeting recess for lunch at 12:00 P.M.

136/12 CARRIED 7/0

The Meeting reconvened at 1:00 P.M. with the same people present as noted at the beginning of the meeting excluding Marshall Morton, Brian Bilawchuk, Helge Nome and Brad Welygan and including Char Newby, Lorne Newby, Mike Haugen, Marilyn Sanders and Albert Benz.

PLANNING: **1. Bylaw 958/12, Muzzo**

Marilyn Sanders presented background information on the Bylaw 955/12 to Cancel a Plan of Subdivision Plan 942-3432, Block 1, Lot 1, PT NE 01-35-05-W5 noting that on February 12, 2012 a public hearing was held to review an application by Dante Muzzo to cancel a plan of subdivision to allow a previously subdivided parcel to revert back into the quarter section, being NE 01-35-05-W5M. Following the public hearing Council granted second and third readings to Bylaw 955/12.

Ms. Sanders noted that following passing of the bylaw, documentation was submitted to Alberta Land Titles Office to complete the plan cancellation. Subsequently Land Titles Office has rejected the bylaw and requested a new bylaw be passed with different wording.

Ms. Sanders noted that Bylaw 958/12 has been prepared as per Land Titles Office instructions and is presented today for Council's consideration

FIRST READING of Bylaw 958/12 to cancel Plan 942-3432, Block 1, Lot 1, NE 01-35-05-W5 in whole was moved by Councillor GRAHAM.

137/12 CARRIED 7/0

SECOND READING of Bylaw 958/12 to cancel Plan 942-3432, Block 1, Lot 1, NE 01-35-05-W5 in whole was moved by Councillor VANDERMEER.

138/12 CARRIED 7/0

CASE KORVER: That Council authorizes third reading of bylaw 958/12.

139/12 CARRIED 7/0

THIRD READING of Bylaw 958/12 to cancel Plan 942-3432, Block 1, Lot 1, NE 01-35-05-W5 in whole was moved by Councillor BRYANT.

140/12

CARRIED 7/0

BOB BRYANT:

That the meeting recess for a public hearing at 1:12 P.M.

141/12

CARRIED 7/0

The Meeting reconvened at 1:31 P.M. with the same people present as noted at the beginning of the meeting excluding Marshall Morton, Brian Bilawchuk, Helge Nome and Brad Welygan and including Char Newby, Lorne Newby, Mike Haugen, Marilyn Sanders and Albert Benz.

PLANNING:

2. Public Hearing – Bylaw 956/12, Newby

Council reviewed all information presented at the April 10, 2012 Public Hearing.

SECOND READING of By-law No. 956/12 to amend the Land Use Bylaw for the redesignation of 22.66 acres described as Pt. NE 33-36-06-W5 from Agriculture District “A” to Intensive Agriculture District “IA” was moved by Councillor GRAHAM.

142/12

CARRIED 7/0

THIRD READING of By-law No. 956/12 to amend the Land Use Bylaw for the redesignation of 22.66 acres described as Pt. NE 33-36-06-W5 from Agriculture District “A” to Intensive Agriculture District “IA” was moved by Councillor BRYANT.

143/12

CARRIED 7/0

IN CAMERA:

6. In Camera

DICK WYMENGA:

That Council meets as a Committee of the Whole for the purpose of discussing a draft tax rate bylaw, land development and legal opinion.
1:35 P.M.

144/12

CARRIED 7/0

Christine Heggart left the meeting.

EARL GRAHAM:

That the meeting reverts to an Open Meeting at 4:47 P.M.

145/12

CARRIED 7/0

**ADJOURNMENT:
4:48 P.M.**

BOB BRYANT:

That the Meeting adjourns.

CARRIED 7/0

REEVE

MUNICIPAL MANAGER