

Minutes of a Regular Council Meeting of Clearwater County, Province of Alberta, held September 26, 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 Alexander with the following being present:

Reeve:	Pat Alexander
Councillors:	John Vandermeer
	Kyle Greenwood
	Theresa Laing
	Curt Maki
	Earl Graham
	Jim Duncan

Staff:	
Chief Administrative Officer	Ron Leaf
Recording Secretary	Tracy Haight
Director, Corporate Services	Rodney Boyko
Director, Community & Protective Services	Ted Hickey
Regional Fire Chief	Steven Debienne
Assistant Fire Chief	Evan Stewart
Manager, Intergovernmental & Legislative Services	Christine Heggart

Media:	Laura Button
	Keanna Nelson

Public:	Lorissa Nafziger
	Cammie Laird
	Andrea Garnier Spongberg
	Diana Spencer
	Marianne Cole

**AGENDA
APPROVAL:**

The following item was added to Item G3 – Councillor’s Verbal Report:
- Red Deer River Municipal Users Group Update.

COUNCILLOR MAKI:	That the September 26, 2017 Regular Meeting Agenda is adopted as amended.
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355/17	CARRIED 7/0
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**CONFIRMATION
OF MINUTES:**

1. September 12, 2017 Regular Meeting Minutes

Councillor Laing raised a Point of Order in relation to Motion #353/17 expressing concerns with the item not being formally adopted as an agenda item, as required by Council’s Procedural Bylaw. Discussion took place on the interpretation of meeting procedures and points of order regarding the addition of an in-camera item

Council determined that Council would request clarification from the Brownlee LLP legal representative delegation later in the meeting.

COUNCILLOR DUNCAN:	That the Minutes of the September 12, 2017 Regular Meeting are tabled.
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356/17	CARRIED 7/0
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CLEARWATER
REGIONAL FIRE
RESCUE
SERVICES:

1. Summary of Clearwater Regional Fire’s Deployment for the 2017 BC Wildfires

Fire Chief Debieenne provided a PowerPoint presentation, ‘2017 BC Wildfire’ and reported on Clearwater Regional Fire Rescue Services’ (CRFRS) support to the Province of B.C. during the recent fires.

Fire Chief Debieenne identified that CRFRS is currently reviewing lessons learned during their time in B.C. and will be assessing wildfire/urban interface (WUI) response programs as part of their 2018 workplan.

R. Leaf responded to questions and confirmed CRFRS will invoice the BC provincial government for firefighting costs and out-of-pocket expenses and a financial report will be presented to Council.

COUNCILLOR VANDERMEER: That Council receives the Clearwater Regional Fire Rescue Service’s report on the deployment for the 2017 BC Wildfires for information as presented.

357/17

CARRIED 7/0

R. Leaf responded to question and explained mutual aid agreements with Alberta Agriculture and Forestry are in place that outline costs and initiation in the event of a wildfire. Fire Chief Debieenne responded to questions and explained objectives of a WUI program is to mitigate community risk by protecting structures within wildland areas.

COUNCILLOR DUNCAN: That the development of a Clearwater Regional Wildland Urban Interface program be reflected in the 2018 budget presentation.

358/17

CARRIED 6/1

2. Town of Sundre Fire Services Agreement

Fire Chief Debieenne reviewed rationale for establishing the fire services agreement between Clearwater County and the Town and Sundre in 2015, to reflect roles and responsibilities of dispatched fire services from Sundre and reduce response time to residents in the southern part of the County.

In 2016, Council approved the Regional Fire Rescue Services Advisory Committee’s (RFRSAC) (formerly known as ‘Clearwater Regional Fire Rescue Services Committee) recommendation to transfer first response fire service for the southern portion of the County from the Town of Sundre to the CRFRS Caroline Station 30.

CRFRS has identified that Station 30 is unable to meet a 24/7 response and recommended to the RFRSAC that County Council re-instate the 2015 fire services agreement with an amendment for the Clearwater County Duty Officer to initiate the Sundre Fire Department response.

Discussion took place on recruitment plans to build capacity at Station 30.

COUNCILLOR VANDERMEER: That Council re-instates the Fire Services Agreement with the Town of Sundre with an amendment that the Clearwater County Duty Officer initiate the Sundre Department response.

359/17

CARRIED 7/0

Sergeant Kurtis Pillipow joined the meeting.

DELEGATION: 1. RCMP Rimbey Detachment Report

Sgt. Pillipow, Rimbey Detachment, provided an overview of statistics from January – August, 2017, for crime, traffic violations and calls for service for the area within Clearwater County that is serviced by the detachment.

Sgt. Pillipow reported on the detachment's staffing levels, nearing full complement, and administrative workload required for processing case files that are not reflected in staffing reports.

Discussion took place on contributing factors for increases to common police activities, such as false alarms, and property crimes.

COUNCILLOR GREENWOOD: That Council receives the RCMP Rimbey Detachment Report for information as presented.

360/17

CARRIED 7/0

Wade Colwell, Roger Smolnicky and Jason Simituk joined the meeting.

2. Alberta Agriculture & Forestry – Trail Projects/FireSmart Program Update

W. Colwell, Alberta Agriculture and Forestry Wildfire Technologist, provided a PowerPoint presentation 'Rocky Mountain House Wildfire Management Area' that described mitigation strategies currently implemented in the Ferrier, Nordegg, Goldeye and Raven Brood areas that include 'FireSmart' treatments, blowdown cleanup, forest resource improvements and trail development.

W. Colwell responded to questions and discussion took place.

COUNCILLOR GRAHAM: That Council receives the Alberta Agriculture & Forestry – Trail Projects/FireSmart Program Update for information as presented.

361/17

CARRIED 7/0

3. Rocky Mountain House Region Recreation Master Plan Final Report

J. Simituk, McElhanney Consulting Services Ltd., presented a Power Point, 'Rocky Mountain House Region Recreation Master Plan – Final Report' that outlined planning framework, needs assessment,

recommendations for capital investments and implementation strategy for parks, recreation services and facility standards.

R. Smolnicky responded to questions and explained project costs, as shown in the implementation strategy, are estimates only and not intended to reflect required funding from the Town and County. He noted the capital plan could be extended over a 20-year period with funding from provincial/federal grants, stakeholders and/or users.

R. Leaf responded to questions and advised that the new Recreation Master Plan report will be subject to Town Council and County Council operational and capital budgetary reviews and approvals.

Discussion took place and the following points for consideration were noted:

- Caroline & District Agriculture Society is also working on a recreation master plan;
- a recreation plan should balance the needs and wants of a community;
- economic development planning and population growth impact recreation plans; and,
- endorsement of projected capital costs as shown in the final Plan is not required at this time.

R. Smolnicky noted further engagement with various agencies, such the West Country PLAY Initiative, is planned.

COUNCILLOR GREENWOOD: That Council receives the Rocky Mountain House Region Recreation Master Plan Final Report for information as presented.

362/17

CARRIED 7/0

RECESS:

Reeve Alexander recessed the meeting at 10:40 am.

CALL TO ORDER:

Reeve Alexander called the meeting to order at 10:50 am with the following people present: Councillors Graham, Duncan, Maki, Vandermeer, Laing, and Greenwood; Ron Leaf, Rodney Boyko, and Michael Solowan.

IN CAMERA:

COUNCILLOR GRAHAM:

That Council meets as a Committee of the Whole to discuss: Item H1 Labour-Verbal Report in camera in accordance with Section 197(2) of the Municipal Government Act and Section Section 39 (1)(a) and Section 40 of the Freedom of Information and Protection of Privacy Act at 10:50 am.

363/17

CARRIED 7/0

COUNCILLOR DUNCAN:

That the meeting reverts to an Open Meeting at 12:00 pm.

364/17

CARRIED 7/0

COUNCILLOR DUNCAN: That Council recess the meeting at 12:00 pm for lunch and reconvene at 12:30 pm.

365/17

CARRIED 7/0

CALL TO ORDER: Reeve Alexander called the meeting to order at 12:30 pm with the following people present: Councillors Graham, Duncan, Maki, Vandermeer, Laing, and Greenwood; Ron Leaf, Rodney Boyko, Michael Solowan, Tracy Haight, Christine Heggart, Ted Hickey, Keanna Nelson, and Laura Button.

MUNICIPAL: 1. Brownlee LLP – Verbal Report

R. Boyko introduced M. Solowan, Partner, Brownlee LLP, and explained Brownlee LLP was retained, as per Council's September 12, 2017 motion #353/17 for the Reeve and Deputy Reeve to engage legal counsel to review the Chief Administrative Officer's (CAO) conduct in relation to Council's December 13, 2016, motion and January 10, 2017, amending motion regarding Clearwater Broadband Foundation (CBF). He explained his role during the legal review was as an impartial administrative lead.

M. Solowan presented a summary of the 'Chief Administrative Officer's Conduct' legal review. Mr. Solowan noted for the media and members of the public that a more detailed review was presented to Council in-camera earlier in the meeting, which was subject to solicitor client privilege as identified within the 'Freedom of Information and Protection of Privacy Act' (FOIPP).

He summarized administrative actions and Council decisions, based on Council agenda items and meeting minutes from December 13, 2016 to September 12, 2017

M. Solowan stated the legal review concluded that:

- the CAO met with and worked with CBF to obtain information on CBF's project proposal and its funding requests;
- the CAO presented due diligence information obtained from independent review and CBF to Council; and
- that Council decided, based on the information provided, unanimously to not provide a loan to the CBF and to move forward on exploring other options for improving broadband service.

There is no evidence to support or suggest improper conduct by the CAO or that the CAO did not act accordingly to Council's direction.

M. Solowan continued with the recommendation that issues regarding personnel should be discussed in-camera, as per FOIPP, Clearwater County Council's Procedures Bylaw 954/12 and Council's Code of Conduct.

M. Solowan responded to question regarding the validity of Motion #353/17. He explained that the addition made to the in-camera agenda was a result of the personnel issue that was raised during the 'Agenda Item G3 – Summary of Clearwater Broadband Foundation Legal Opinion and Administrative Recommendations'. Therefore Motion #353/17 is in order with matters arising from that discussion, and in reference to, Agenda Item G3.

366/17

COUNCILLOR GRAHAM: That Council receives the Brownlee LLP – Verbal Report for information as presented.

CARRIED 7/0

367/17

COUNCILLOR GREENWOOD: That Council lifts Agenda Item C1 – Confirmation of Minutes from the table.

CARRIED 7/0

368/17

COUNCILLOR DUNCAN: That the Minutes of the September 12, 2017 Regular Meeting are adopted as circulated.

CARRIED 7/0

COMMUNITY
& PROTECTIVE
SERVICES:

2. Central Alberta Economic Partnership (CAEP) Broadband Report and SuperNet Request for Proposal Update

T. Hickey presented the Taylor Warwick' August 31, 2017, publication 'Regional Broadband Preparedness Study – Municipal and Regional Opportunities and Options in the CAEP Region' and the Alberta Association of Municipal Districts and Counties (AAMDC) September 6, 2017, Member Bulletin 'Service Alberta Provides Update on SuperNet Operating Agreement' to Council.

He noted Administration intends to review the documents, follow up with both AAMDC and Services Alberta and provide an update to Council during the October 31 – November 2, 2017 Councillor Orientation Session.

Discussion took place on the contents of the broadband preparedness study.

369/17

COUNCILLOR MAKI: That Council receives the Taylor Warwick 'Regional Broadband Preparedness Study – Municipal & Regional Opportunities & Options in the CAEP Region' and the Alberta Association of Municipal Districts and Counties September 6, 2017 Member Bulletin 'Service Alberta Provides Update on SuperNet Operating Agreement' for information as presented.

CARRIED 7/0

COUNCILLOR VANDERMEER: That Council includes the Taylor Warwick 'Regional Broadband Preparedness Study – Municipal & Regional Opportunities & Options in the CAEP Region' and the Alberta

Association of Municipal Districts and Counties September 6, 2017 Member Bulletin 'Service Alberta Provides Update on SuperNet Operating Agreement' in the Councillor Orientation Session October 31-November 2, 2017.

370/17

CARRIED 7/0

3. Fall 2017 High School Awards Ceremonies

T. Hickey provided an overview of the "Post-Secondary Scholarship Program" Policy, and its annual contribution of \$1000 scholarships to one student from each of the four high schools located in the County.

T. Hickey noted the four high school awards ceremonies scheduled and discussion followed on councillors' availability to attend and present the scholarships to students.

COUNCILLOR DUNCAN: That Council authorizes councillor attendance at high school awards ceremonies as follows: Councillor Vandermeer at Caroline School on November 10; Councillor Maki at David Thompson High School on October 6; Councillor Greenwood at St. Dominic High School on October 5; and Councillor Duncan at West Central High School on October 5.

371/17

CARRIED 7/0

**COMMUNITY &
PROTECTIVE
SERVICES:**

1. Town of Rocky Mountain House's 'Rocky Mountain House Region Recreation Master Plan Final Report'

Discussion took place on the Town's final report on the recreation master plan. It was noted that Administration intends to further discuss the report with Town Administration, assess financial implications to the County's 2018-2021 capital budget and provide a general overview to Council. It was also noted that the Rocky Mountain House Parks, Recreation and Community Services Board intends to discuss the report's recommendations and oversee next steps.

R. Leaf noted any proposed changes to programming and subsequent operational funding implications will be presented in December in the 2018 – 2021 operational and 2018 – 2022 capital budgets.

COUNCILLOR MAKI: That Council directs Administration to complete an analysis of the 'Rocky Mountain House Region Recreation Master Plan Final Report' including proposed programing changes and subsequent operational and capital funding implications, and report back to Council in December 2017.

372/17

CARRIED 7/0

INFORMATION:

1. CAO's Report

R. Leaf reviewed upcoming events and meetings for October. He noted municipal election details, advertised positions for committee/board representatives, and a *Macleans Magazine* article that listed Clearwater County at #38 for areas with the lowest taxes in Canada.

3. Councillor's Verbal Report

Councillor Maki provided an update on the Red Deer River Municipal Users Group's (RDRMUG) activities and reviewed highlights from a recent meeting he attended.

Discussion took place on RDRMUG's work on a draft toolkit for protecting source water quality in the Red Deer River watershed.

COUNCILLOR VANDERMEER: That Council receives the CAO Report, Public Works Director's Report, Councillor's Verbal Report, Committee Minutes, Accounts Payable and Councillor Remuneration Listing as information.

373/17

CARRIED 7/0

ADJOURNMENT:
1:20 pm.

COUNCILLOR MAKI:

That the Meeting adjourns.

374/17

CARRIED 7/0



REEVE


CHIEF ADMINISTRATIVE OFFICER