

CLEARWATER COUNTY COUNCIL AGENDA
June 11, 2019
9:00 am
Council Chambers
4340 – 47 Avenue, Rocky Mountain House, AB

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. May 28, 2019 Regular Meeting of Council Minutes
2. May 28, 2019 Public Hearing – Bylaw 1063/19

D. CORPORATE SERVICES

1. Rescind Bylaw 1017/16

E. MUNICIPAL

1. 'Open Mic' Session Information

F. PUBLIC WORKS

1. Clearwater County Community Broadband Strategy

G. INFORMATION






1. CAO Report
2. Public Works Report
3. Councillor Verbal Reports
4. Accounts Payable Listing
5. Councillor Remuneration

H. ADJOURNMENT

TABLED ITEMS

<u>Date</u>	<u>Item, Reason and Status</u>
06/13/17	213/17 identification of a three-year budget line for funding charitable/non-profit organizations' operational costs pending review of Charitable Donations and Solicitations policy amendments.

REQUEST FOR DECISION

SUBJECT: Rescind Bylaw 1017/16		
PRESENTATION DATE: June 11, 2019		
DEPARTMENT: Corporate Services	WRITTEN BY: Murray Hagan, Director	REVIEWED BY: Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
COMMUNITY BUILDING PILLAR (check all that apply):		
<input type="checkbox"/>  Economic Prosperity <input checked="" type="checkbox"/>  Governance Leadership <input checked="" type="checkbox"/>  Fiscal Responsibilities <input type="checkbox"/>  Environmental Stewardship <input type="checkbox"/>  Community Social Growth		
ATTACHMENT(S): Bylaw 1017/16		

STAFF RECOMMENDATION: That Council rescinds Bylaw 1017/16.

BACKGROUND:

Bylaw 1017/16 was given third reading by Clearwater County Council July 26, 2016. The purpose of the bylaw was to facilitate a loan of \$1 Million to the Village of Caroline to provide interim financing for a paving upgrade project on the village’s main street in the event there was a delay in receiving funding from the province.

In fact, provincial funding was received on a timely basis, and there was no need to extend this loan to the Village of Caroline. As a result, this bylaw serves no further purpose to Clearwater County.

**CLEARWATER COUNTY
BYLAW 1017/16**

BEING A BYLAW OF CLEARWATER COUNTY IN THE PROVINCE OF ALBERTA TO AUTHORIZE AN INTEREST FREE INTERIM FINANCING LOAN TO THE VILLAGE OF CAROLINE FOR THE PURPOSE OF PROVIDING FUNDS FOR THE VILLAGE OF CAROLINE'S MAIN STREET PAVING PROJECT.

WHEREAS pursuant to Section 264(1)(a)(2) of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, a municipality may lend money to a non-profit organization if the municipality's council considers that the money loaned will be used for a purpose that will benefit the municipality;

AND WHEREAS this Bylaw was advertised in accordance with Section 265(3) of the *Municipal Government Act*, R.S.A. 2000 Chapter M-26;

AND WHEREAS Clearwater County Council is satisfied that the Loan will not impact the Clearwater County debt limit in accordance with Section 268 of the *Municipal Government Act*, R.S.A. 2000 Chapter M-26;

AND WHEREAS the Village of Caroline has reached an Agreement with Alberta Transportation (the "**Province**") to share the cost of completing the paving upgrade of the Village of Caroline's Main Street (Provincial Highway 54) (the "**Project**") whereby the Province has agreed to contribute one third of the total Project costs (the "**Province Contribution Amount**");

AND WHEREAS the Province Contribution Amount is approximately One Million Dollars (\$1,000,000.00);

AND WHEREAS the Village of Caroline has requested that Clearwater County provide One Million Dollars (\$1,000,000.00) in interim financing to be used by the Village of Caroline to fund the Project costs in the event that the Province Contribution Amount has not been received by the Village of Caroline within the time frame that the Village of Caroline is contractually obligated to pay contractors working on the Project and the Village of Caroline has no other available funds for the Project (the "**Loan Amount**");

AND WHEREAS the Village of Caroline is a "non-profit organization" within the meaning of Section 241(f)(iii) of the *Municipal Government Act*, R.S.A. 2000 Chapter M-26, as amended;

AND WHEREAS Clearwater County Council considers that the Loan Amount will be used for a purpose that will benefit Clearwater County on the basis that the Village of Caroline's Main Street (Provincial Highway 54) handles regional traffic including traffic from and to Clearwater County;

NOW THEREFORE the Council of Clearwater County, duly assembled, hereby enacts as follows:

1. Name of the Bylaw

- a. This bylaw may be cited as the "Village of Caroline Interest Free Interim Financing Loan Bylaw".

2. Definitions

- a. **Costs** means costs incurred by the Village of Caroline in the Project;
- b. **Council** means the Clearwater County Council;
- c. **Loan** means the loan from Clearwater County to the Village of Caroline in the maximum amount of One Million Dollars (\$1,000,000.00) to be used by the Village of Caroline to fund the Project costs;
- d. **Loan Agreement** means that agreement attached to this Bylaw as Schedule "A";
- e. **Loan Amount** means One Million Dollars (\$1,000,000.00); and
- f. **Project** means the Village of Caroline Main Street (Provincial Highway 54) paving project.

3. Terms of Loan

- a. Clearwater County will lend to the Village of Caroline the Loan Amount for the purpose of funding the Costs.
- b. The applicable interest rate is 0.0%.
- c. The Loan Amount will be repaid by the Village of Caroline in full upon the earlier of:
 - i. Receipt by the Village of Caroline of the Province Contribution Amount; or
 - ii. December 31, 2016.

(the "Due Date")

in accordance with the terms of the Loan Agreement.

- d. Clearwater County and the Village of Caroline shall enter into the Loan Agreement.
- e. Any portion of the Loan Amount which is not used by the Village of Caroline for the purposes set out in this Bylaw or the Loan Agreement shall be immediately returned to Clearwater County.

4. Source of Loan Amount

- a. The source of the Loan Amount is the "Tax Rate Stabilization Reserve Account" held by Clearwater County. All repayments received from the Village of Caroline shall be returned to this reserve account.

5. Effective Date

- a. This Bylaw comes into full force and effect upon it receiving third reading.

Councillor Earl Graham MOVED first reading of Bylaw 1017/16 on the 14th day of June, 2016 in a duly assembled Council meeting and this motion was

CARRIED



Reeve



Chief Administrative Officer

Councillor John Vandermeer MOVED second reading of Bylaw 1017/16 on the 26th day of July, 2016 in a duly assembled Council meeting and this motion was

CARRIED

Councillor Earl Graham MOVED third and final reading of Bylaw 1017/16 on the 26th day of July, 2016 in a duly assembled Council meeting and this motion was

CARRIED



Reeve



Chief Administrative Officer

Schedule "A"

Loan Agreement

THIS LOAN AGREEMENT entered into as of the 26 day of July, 2016

BETWEEN:

CLEARWATER COUNTY

a municipal corporation pursuant to the *Municipal Government Act*, R.S.A. 2000 Chapter M-26

(hereinafter referred to as the "**Lender**")

- and -

VILLAGE OF CAROLINE

a municipal corporation pursuant to the *Municipal Government Act*, R.S.A. 2000 Chapter M-26

(hereinafter referred to as the "**Borrower**")

WHEREAS the Borrower has requested that the Lender lend to the Borrower amounts up to the aggregate amount of ONE MILLION (\$1,000,000.00) DOLLARS;

AND WHEREAS the Lender agrees to make the aforementioned loan on the terms and subject to the conditions hereinafter set forth;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto covenant and agree with each other, except as otherwise stated, as follows:

1.0 Loan

- 1.1** The Borrower acknowledges the Lender shall advance to the Borrower, from time to time in one or more advances, funds to a maximum sum of ONE MILLION (\$1,000,000.00) DOLLARS (Cdn.) (the "**Loan**"). The Borrower shall provide the Lender with the amount of each advance required from time to time.
- 1.2** The Borrower acknowledges and agrees that it shall use all other funds available to the Borrower for the purpose of funding the Village of Caroline Main Street (Provincial Highway 54) paving project (the "**Project**") before making a request to the Lender for an advance in accordance with Paragraph 1.1 including but not limited to funds available for the Project held by the Borrower and funds received from the Province of Alberta by the Borrower (the "**Province Contribution Amount**").
- 1.3** The Borrower promises to pay to the Lender the aggregate amount of the Loan, together with interest on the Loan calculated from the date of each advance on the advance, at a rate equal to zero percent (0%) per annum both before and after maturity, default and judgment, calculated daily and compounded and payable annually, on the earlier of:
- 1.3.1** within 30 days of receipt of the Province Contribution Amount by the Borrower; or
- 1.3.2** December 31, 2016.
- 1.4** Notwithstanding the foregoing, the Borrower may prepay any portion of the Loan at any time without penalty or bonus.

2.0 Security

- 2.1** There will be no security granted by the Borrower for the repayment of the Loan and the performance of all of the Borrower's obligations under this Agreement.

3.0 Use

3.1 The Loan is to be used exclusively for the costs incurred by the Borrower in relation to the Village of Caroline Main Street (Provincial Highway 54) paving project (the "**Project**").

3.2 Any portion of the Loan which is not used by the Borrower for the Project shall be immediately repayable to Clearwater County.

4.0 General

4.1 The Borrower agrees to pay to the Lender all expenses, including legal expenses, on a solicitor-client full indemnity basis, incurred by the Lender in enforcing payment of the Loan, as set out in Section 1.3 hereof.

4.2 Each of the parties shall, upon the reasonable request of the other party, make, do, execute or cause to be made, done, or executed all such further and other lawful acts, deeds, things, documents and assurances of whatsoever nature and kind for the better or more perfect or absolute performance of the terms and conditions of this Agreement.

4.3 This Agreement shall enure to the benefit of and shall be binding upon the parties hereto and their respective successors and assigns. The Borrower shall not assign this Agreement without the prior written consent of the Lender. The Lender may assign this Agreement without the consent of the Borrower.

4.4 Time shall be of the essence of this Agreement.

4.5 This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and the federal laws of Canada applicable therein.

4.6 This Agreement may be executed in one or more counterparts by facsimile or by PDF electronic transmission, each of which shall be deemed to be original and which counterparts together shall constitute one and the same agreement of the parties hereto.

4.7 Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision of this Agreement.

4.8 The division of this Agreement into articles, sections and subsections and the insertion of headings is for convenience of reference only and shall not affect the interpretation of this Agreement.

4.9 The Borrower acknowledges that it has had the opportunity to receive independent legal advice with regard to this Agreement, and confirms that it has received such advice or voluntarily waived such right.

4.10 All notices sent pursuant to the terms of this Agreement shall be served by one of the following means:

- a) Personally, by delivering it to the party on whom it is to be served at the address set out herein, provided that such delivery shall be made during normal business hours (8:30 a.m. - 4:30 p.m. on a normal business day excluding weekends and statutory holidays). Personally delivered notice shall be deemed received when actually delivered as aforesaid;
- b) By facsimile or email or by any other like method by which a written or recorded message may be sent, directed to the party upon whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
 - i) Upon transmission with answer back confirmation if received within the normal hours of the business day; or
 - ii) At the commencement of the next ensuing business day following transmission with answer back confirmation thereof if not received within the normal hours of the business day;
- c) By single registered mail in a prepaid envelope. Notice shall be deemed received five (5) days after mailing. In the event of postal interruption, no notice sent by means of the postal

system during or within seven (7) days prior to the commencement of such postal interruption or seven (7) days after the cessation of the postal interruption shall be deemed to have been received unless actually received.

4.11 Notices shall be sent to the following addresses:

(a) To the Lender:

Clearwater County
Box 550
4340-47 Avenue
Rocky Mountain House, AB T4T 1A4

Via Fax: 403-845-7330
Via E-Mail: rleaf@clearwatercounty.ca

Attention: Chief Administrative Officer

(b) To the Borrower:

Village of Caroline
Box 148
5004-50 Avenue
Caroline, AB T0M 0M0

Via Fax: 403-722-4050
Via E-Mail: cao@caroline.ca

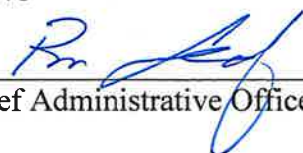
Attention: Chief Administrative Officer

IN WITNESS WHEREOF the parties have executed this Agreement under seal as evidenced by the signatures of their properly authorized officers and representatives in that behalf, as of the day and year first above written.

CLEARWATER COUNTY



Reeve



Chief Administrative Officer

VILLAGE OF CAROLINE








Mayor



Chief Administrative Officer



REQUEST FOR DECISION

SUBJECT: 'Open Mic' Session Information		
PRESENTATION DATE: June 11, 2019		
DEPARTMENT: Corporate Services	WRITTEN BY: Djurdjica Tutic, Communications Coordinator	REVIEWED BY: Murray Hagan, Director, Corporate Services Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Public Participation Policy		
COMMUNITY BUILDING PILLAR (check all that apply):		
<input type="checkbox"/>  Economic Prosperity <input checked="" type="checkbox"/>  Governance Leadership <input type="checkbox"/>  Fiscal Responsibilities <input type="checkbox"/>  Environmental Stewardship <input type="checkbox"/>  Community Social Growth		
ATTACHMENT(S): Summary Comparison Chart		

STAFF RECOMMENDATION:

That Council considers information presented and directs Administration on further proceeding, format and structure.

BACKGROUND:

At their Regular Council Meeting on April 9, 2019, Council directed Administration to draft a framework/terms of reference for 'Open Mic' public engagement sessions to have opportunities for the public to address Council.

Administration has checked with other municipalities and the results are included in the attached table, the results indicate that 'Open Mic' sessions do not seem to be a prevalent practice.

Council does have a "Public Participation Policy" (attached), approved May 22, 2018, as required by the Municipal Government Act (MGA). This policy fulfills Council's desire to enhance public understanding and involvement in municipal issues, as public participation is a key component on Council's decision-making process. In Appendix A, a public participation plan template is illustrated and implemented when gathering input or formulating recommendations with respect to the Municipality's budget and/or capital plans; when gathering input or

formulating recommendations with respect to the Municipality's strategic plans or business plans; and as directed by Council.

Since public attendance at Regular Council Meetings is low, Council meeting highlights are published in the County Highlights Newsletter (6x annually) and posted on the County's website and social media channels following each meeting. Overall website and social media analytics suggest the general public prefers to be notified via social media and email subscription where information can be accessed at their convenience.

The general public has many opportunities to share their views on numerous issues of significance to the County, ratepayers, residents and businesses. These include, but are not limited to: public hearings, public input on Intermunicipal Development Plans, Intermunicipal Collaboration Framework, Joint/Area Structure Plans, the opportunity to appear as a delegation before Council, public engagement on many projects via open house(s) and surveys.

The public also has the opportunity to write/email/call members of Council on any subject. Councillor inquiries are often based on an email/ social media/ news releases and are answered or followed up with Administration at a future Regular Council Meeting. Further, public comments/questions are welcomed through a variety of electronic means including the County's website through the "Submit a Request" feature, County's Mobile App or ask questions through the website and social media channels.

In short, the public has a host of opportunities to bring forward their respective concerns, issues, and input to Council. And hundreds of residents and business owners take advantage of the many opportunities and participate in shaping their community.

Administration anticipates to start live video recording and streaming of Regular Council Meetings at the end of 2019, an individual who wishes to view a Council meeting and hear the debate/discussion, may do so at any time from their own home/computer. Should a viewer have a question, they may access one of the numerous communication methods noted above to contact their Division Councillor or County Administration.

NAME OF MUNICIPALITY	HAS TERMS OF REFERENCE	HAS FRAMEWORK	HAS REFERENCE: PROCEDURAL BYLAW	IMPLEMENTS SOME SORT OF 'OPEN MIC' SESSION	DURATION & TIME LIMIT	REQUIRED PRE-REGISTRATION	NOTES / COMMENTS
Brazeau County	-	-	-	Yes	None (never past 45 min)	-	At 11 a.m. on each regularly scheduled Council meeting day, the floor is opened up to residents to offer concerns and solutions.
City of Grand Prairie	-	-	Yes, under "Schedule A"	Yes, called "Open Delegation"	15 min. (max. 5 min. per person)	-	Directors attendance required
City of Lacombe	-	-	-	Yes, called "Open Forum"	15 min.	-	Prior to meeting called to order
Lacombe County	-	-	-	-	-	-	-
Town of Morinville	-	-	-	Yes, called "Public Presentation"	-	Yes, public presentation sign-in sheet (half day prior)	-
Mountain View County	-	-	-	-	-	-	-
Ponoka County	-	-	-	-	-	-	Static agenda item at the end "Public appearances and receipts of petitions" OR "unscheduled delegation/ presentation of petition"
Red Deer County	-	-	-	-	-	-	when a member of the public has not been specifically asked to speak (ie. a public hearing) the County has a light signal that goes from green to yellow to red over 5 minutes. Once at Red, it is Council's discretion as to whether they are allowed to continue speaking.
Sylvan Lake	-	-	Yes, under "Order of Business"	Yes	15 min. (max. 5 min. per person)	No	Treated like "letter to the editor"



Request for Decision

SUBJECT: Clearwater County Community Broadband Strategy		
PRESENTATION DATE: June 11, 2019		
DEPARTMENT: Public Works	WRITTEN BY: Erik Hansen, Director, Infrastructure	REVIEWED BY: Murray Hagan, Director, Corporate Services & Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Clearwater County Broadband Policy		
COMMUNITY BUILDING PILLAR (check all that apply):		
<input checked="" type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth		
ATTACHMENT(S): <i>Clearwater County Broadband Summary Report</i>		

STAFF RECOMMENDATION:
That Council accepts this item as information and approve moving forward with the development of a Partnership Strategic Direction Plan.

BACKGROUND: Since the development of Council’s Broadband Policy in February 2018, Council has been diligently researching and considering the County’s role in advancing broadband within the municipality. The Clearwater County community broadband strategy has been challenging due to varying degrees of community support, alignment with established internet service providers, municipal partnerships, grant availability and fast paced technological changes. In concert with a terrestrial broadband deployment strategy, it is prudent to be aware and investigate emerging technologies as more information becomes available such as recent announcements regarding low orbit satellites and radio. These types of technologies may become part of a comprehensive approach that would be part of the strategic direction plan.

The attached Broadband Summary Report captures the work completed over the past year and a half. Some of the highlights include:

1. **Community Broadband Public Consultation**
 - Inform residents, groups, and organizations about directions likely to affect them.

- Provide a comprehensive information sharing environment to increase the level of transparency, bring local expertise into the discussion, and add perspectives and ideas from those directly impacted.
- Ensure the majority of views were considered in planning and decision making.
- Initiate action to address issues or concerns.

2. Community Broadband Business Plan

- **BUSINESS STRUCTURE:** Details the overall business model and partnerships that will be needed as well as how the operation will be owned, governed, and managed.
- **GAME PLAN:** Implementation frameworks for each key organizational component, from infrastructure deployment and administration to customer care and technical support.
- **FINANCIAL PLAN:** Develops a plan for capitalization, provides detailed financials with particular emphasis on cashflow, and then outlines potential risks and contingencies.

3. Community Broadband Infrastructure Master Plan

- To develop an open-access network (OAN) of broadband infrastructure to provide Internet accessibility to the majority of County residents and businesses.
- To develop a phased project plan to construct and implement the OAN and broadband infrastructure.
- To contract a network service provider (NSP) to operate the open-access network.
- To invest in an OAN to encourage competition from Internet service providers (ISPs).

4. Opportunity Review

- Summary of a wide range of options for increasing Internet access across Clearwater County including the status quo option.
- Comparative analysis workshop with Council and senior administration to narrow down to top three options for further review.
- Key stakeholder interview process to collect input in reference to a Clearwater County Broadband initiative.
- Final direct comparison of the top options using the weighted metrics developed as part of an additional comparative analysis workshop.
- Pilot project to be determined through partnership strategic direction.

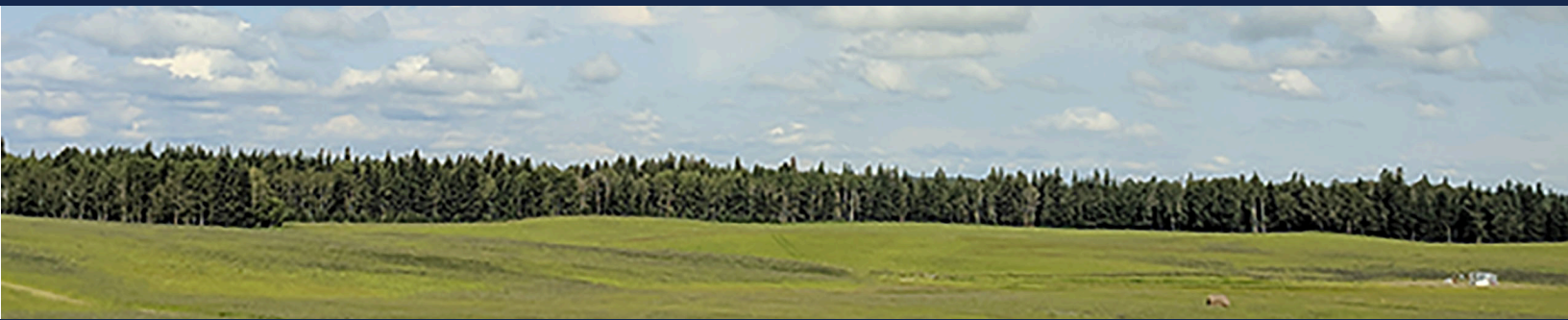
Project Recommendations

Combined Solution of Public Private Partnership and a County Owned Fibre-to-the- Premises (FTTP) System

- Clearwater County - Owner of critical civic infrastructure through an equity share in the partnership.
- Partner Organization(s) - Telecom with a minimum of 2 yrs. experience to manage all network operations and retail services management (access to grants).
- Local ISP's- Access the network on a layer 3 open access lease arrangement.

Next Steps

- Partnership Strategic Direction Document.
- Partnership Request for Quotation (RFQ) (Governance Structure).
- Community Engagement and Marketing.
- Policy and Guidelines Updates.



CLEARWATER COUNTY
BROADBAND
DEVELOPMENT
PROJECT SUMMARY



MAGNA
ENGINEERING SERVICES INC.

May 22, 2019

Prepared By:
MAGNA Engineering Services Inc.
Mz. #204, 100 Rainbow Road
Chestermere, AB T1X 0V2
www.magnaengineering.ca
403.470.2333

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6.1 Partnership Strategic Direction Document**Error! Bookmark not defined.**

6.2 Partnership RFQ**Error! Bookmark not defined.**

6.3 Community Engagement and Marketing**Error! Bookmark not defined.**

6.4 Policy and Guidelines Updates.....**Error! Bookmark not defined.**

6.5 Financial Resourcing.....**Error! Bookmark not defined.**

6.6 Summary**Error! Bookmark not defined.**

1.0 INTRODUCTION

The Internet affects everyone - from students to seniors to doctors to business owners. Accessing reliable, fast Internet services is key to improving the quality of life for Clearwater residents.

Clearwater County (Clearwater) understands that fibre-optic broadband infrastructure is a municipal responsibility for building vibrant, sustainable communities. In the same way that drinking water, electricity, and safe roads were key drivers of community development in the last century, fibre-optic broadband is the new infrastructure paradigm shaping the growth and sustainability of communities, households, and businesses in this century.

Recognizing both the opportunity and challenge associated with facilitating advanced fibre optic-based broadband infrastructure and services within their community, Clearwater commissioned MAGNA Engineering Services Inc. (MAGNA) to carry out the following projects to facilitate the decision-making process:

1 COMMUNITY BROADBAND PUBLIC CONSULTATION

2 COMMUNITY BROADBAND BUSINESS PLAN

3 COMMUNITY BROADBAND INFRASTRUCTURE MASTER PLAN

4 OPPORTUNITY REVIEW

This document provides a short summary of the above projects. To learn more about any of them, please contact Clearwater County administration:

Box 550
Clearwater County Administration
4340 – 47 Avenue
Rocky Mountain House, AB T4T 1A4
403-845-4444

2.0 PUBLIC CONSULTATION SUMMARY

In order to obtain feedback on Clearwater County’s Community Broadband Initiative, MAGNA facilitated five stakeholder engagement workshops and one Council workshop.

The goals of the engagement process were to:

- 1 Inform residents, groups, and organizations about directions likely to affect them.**
- 2 Provide a comprehensive information sharing environment to increase the level of transparency, bring local expertise into the discussion, and add perspectives and ideas from those directly impacted.**
- 3 Ensure the majority of views were considered in planning and decision making.**
- 4 Initiate action to address issues or concerns.**

Overall, the public and stakeholder engagement process aimed to inspire residents, community groups, and organizations to take an active role in enriching the Clearwater County community as a whole.

2.1 COUNCIL ALIGNMENT WORKSHOP

Clearwater County Council and Administration participated in an alignment workshop with the intention to identify the drivers or planning pillars for the overall community broadband plan. The pillars identified at the workshop were as follows:

Advocacy	Connectivity	Fiscal Responsibility
Future Growth/Flexibility	Knowledge Workforce	Social Inclusion

2.2 STAKEHOLDER ENGAGEMENT WORKSHOPS

The five stakeholder workshops were held in May 2018 with similar formats to the Council workshop, including a brief presentation followed by an open question and answer component. Each workshop also included a written comment submission component through Post-it-Notes, feedback forms, and via email between the dates of May 23 and May 29, 2018. The three public open house workshops held in Nordegg, Leslieville, and Caroline, attracted roughly 100 County residents.

2.2.1 Workshop 1: Nordegg (May 23, 2018)

This was a public workshop to inform local community members about County Broadband Infrastructure and to give them an opportunity to provide their input on what they love about living in Clearwater County and what reliable Internet means for their community. 28 post-it-notes were collected on what residents liked about living in Clearwater County, and 69 on what reliable Internet means to them.

Public response to the Clearwater County's Broadband Policy was positive overall, however, concerns were voiced about the cost and timeline of the project and that the broadband service could be funded with tax dollars, but Clearwater County Reeve John Vandermeer said the goal was to avoid that.

There were also some comments around not having enough information, however on the flip side many felt that the Clearwater County's Broadband Policy is a must and an urgent needed service. Despite the concerns, the majority of residents voiced support for the broadband service, saying it creates a more sustainable community.

57

**total notes collected
on what residents
love about living in
Clearwater County**

120

**total notes collected
on what reliable
Internet means to
Clearwater County**

2.2.2 Workshop 2: Clearwater Businesses (May 24, 2018)

The second workshop was Clearwater County businesses specific in the town of Rocky Mountain House. There were no attendees at this workshop.

2.2.3 Workshop 3: Clearwater County ISPs (May 24, 2018)

The third workshop involved Internet Service Providers (ISPs) and was held in the town of Rocky Mountain House. Five ISP groups were in attendance and no comments were left after the presentation.

2.2.4 Workshop 4: Leslieville (May 29, 2018)

Similar to in Nordegg, post-it notes were provided to give the public a chance to comment and provide input on what they love about living in Clearwater County, and what reliable Internet means to them. 14 post-it-notes were collected on the former, and 33 on the latter.

The issues around broadband infrastructure deployment in the community of Leslieville came across as complex and multi-faceted. It seems that the community's resolution will require time and potentially further information. Currently, the community provided a mixed perspective on the implementation of Broadband technologies. Other concerns are taking over the community, such as the need for public infrastructures such as a new school.

There was a common theme throughout the event in reference to what is meant by broadband services. The community seems to be concerned with costs, or added extra costs, to implement broadband technologies. Community residents did not seem aware that broadband networks can greatly reduce the costs of telecommunication services into rural communities, while improving competition and innovation among service providers.

Continuous feedback with residents is pivotal for an effective approach in the efficient implementation of broadband infrastructure in the community of Leslieville.

2.2.5 Workshop 5: Village of Caroline (May 29, 2018)

As in Nordegg and Leslieville, residents were asked to comment on what they love about living in Clearwater County and what reliable Internet means for the County. 15 post-it-notes were collected on the first question and 18 were collected on the second.

The community of Caroline provided a strong positive position in the development and application of Rural Broadband. Most of the written feedback was quite positive and supportive, with small notes personally thanking the County for the quality of the event. One resident did not feel that he/she had enough information to comment and one resident felt that the Clearwater County's Broadband Policy is a must and an urgent needed service.

Similar to Nordegg, some comments were around not having enough information to comment, however on the flip side many felt that the Clearwater County's Broadband Policy is a must and urgent needed service. Despite any the concerns, the majority of residents voiced support for the broadband service, saying it creates a more sustainable community.

2.2.6 Summary

Opportunities

The County recognizes the importance in growing its assessment base through taking advantage of future potential economic development opportunities for commercial and industrial growth.

Broadband technology is considered a community economic development enabler. Municipal governments are finding broadband a necessity for many municipal services as it plays a role in business attraction, business retention and business expansion, as well as in human capital.

Reversing the trend of youth out-migration is paramount to restoring demographic balance and economic sustainability to Alberta's rural communities. In broadband-challenged communities, there are also risks associated with a lack of physicians to set up practice in these communities.

Clearwater County's community broadband deployment will play a vital role in future-proofing the County. With it, Clearwater will be better able to attract new residents and businesses, grow their economy and population, and enhance the quality of life for residents.

Constraints

A vast majority of Clearwater County residents and businesses are underserved by current Internet services, with the rural area of Clearwater County not meeting Canadian Radio-Television and Telecommunications' (CRTC) basic standards for broadband connectivity. Supporting a vision to meet this need for everyone could be costly.

The term broadband is often misunderstood and based on the concerns raised during many of the public workshops there is advocacy work that will need to be done to ensure County residents and businesses have a clear understanding of what Broadband Internet is and what it means to their community.

3.0 BUSINESS PLAN SUMMARY

The Business Plan outlined the ownership and governance structure, technology architecture and deployment strategy, regulatory strategy, requirements for a services, operational partnerships that will be needed, and the financial plan.

There are three main components to the Business Plan:

- 1 BUSINESS STRUCTURE: Details the overall business model and partnerships that will be needed as well as how the operation will be owned, governed, and managed.**
- 2 GAME PLAN: Implementation frameworks for each key organizational component, from infrastructure deployment and administration to customer care and technical support.**
- 3 FINANCIAL PLAN: Develops a plan for capitalization, provides detailed financials with particular emphasis on cashflow, and then outlines potential risks and contingencies.**

Clearwater County's community broadband deployment will play a vital role in future-proofing the County. With it, Clearwater County will be better able to attract new tourists, residents, and businesses and enhance their economy, population, and ultimately local quality of life.

3.1 CURRENT STATE

The current state of broadband services from the Central Alberta Economic Partnership (CAEP) report as of 2017 appears in the chart on the next page. Generally, Internet services throughout Clearwater County do not meet the new minimal CRTC guidelines.

Fibre infrastructure would be deemed a utility infrastructure and made available on an open basis to all interested service providers. Experience in Europe and Asia shows that without the need to provide the infrastructure and facilities, the cost of entry to new and innovative service companies decreases significantly, and truly competitive service environments ensue.

Unfortunately, at present, the local large incumbents are not interested in participating or providing services over community-owned fibre infrastructure. Until the embedded culture of these incumbents changes sufficiently for them to embrace open network approaches, they will see municipal broadband networks as a threat – and their reaction should not be underestimated. However, further to this, communities who are at the forefront of bringing in this necessary municipal infrastructure will be lead communities when incumbents are economically persuaded to lease infrastructure to continue to grow their industry segment hold. Further this creates an environment where smaller, local ISPs can gain some footing.

3.2 BUSINESS STRUCTURE

There are three main components in this business structure. These create a logical separation for building business units in Clearwater County and for setting up maintenance and/or operating contracts with partner entities. These components are as follows:



3.2.1 Dark Fibre Passive Network

The dark fibre network infrastructure includes all the conduit and fibre cabling infrastructure and related components such as splitters, fibre splice boxes, cabinets, fibre management racks, and the central office. Basically, all non-electronic assets that are required for the fibre network.

3.2.2 Lit Network

To enable a functional network, opto-electronics will need to be deployed to both light the local network and connect it, via a backhaul link, to the Calgary Internet exchange (YYCIX). At YYCIX, Clearwater's network would connect to their local ISPs, which also has a 'point-of-presence' at the exchange. The opto-electronics would be owned by Clearwater.

3.2.3 ISP Services

With an operational network established, Clearwater will be able to offer the lit network to local ISPs to provide their own business packages, which could include basic Internet up to advanced, triple-play services (i.e. Internet, voice, and video) which would be offered over the county-owned infrastructure to businesses and residents throughout Clearwater.

3.2.4 Financial Plan

Higher-level financials were carried out for the full County in order to provide decision-makers support for deployment planning of county-wide broadband infrastructure.

4.0 CBIMP SUMMARY

The Clearwater County Community Broadband Infrastructure Master Plan (CBIMP) was the next step in the County's fibre-optic broadband implementation. It is meant to be used for the planning, budgeting, and implementation of a progressive and visionary community broadband infrastructure project. While this document is a culmination of months of collective development efforts, it is only complete and correct as of 2018 and will require periodic maintenance to follow the growth and development within Clearwater's boundary and surrounding area.

4.1 POLICY DIRECTION

In February 2018, Clearwater County Council adopted a municipal broadband policy with the following principles:

- 1 To develop an open-access network of broadband infrastructure to provide Internet accessibility to the majority of County residents and businesses.**
- 2 To develop a phased project plan to construct and implement the OAN and broadband infrastructure.**
- 3 To contract a network service provider (NSP) to operate the open-access network.**
- 4 To invest in an OAN to encourage competition from Internet service providers (ISPs).**

4.2 NETWORK ARCHITECTURE

The plan was set up to deploy a home-run dark-fibre FTTP network that passes the majority of residents and businesses in Clearwater County over the next 5 to 10 years. These assets will be owned by Clearwater, however, for services, the County will contract with one or more local providers interested in providing services over the network.

The dark fibre network infrastructure includes all the conduit and fibre cabling infrastructure and related components such as splitters, fibre splice boxes, cabinets, fibre management racks, and the central office – basically, all non-electronic assets that are required for the fibre network.

4.3 FIBRE-OPTIC INFRASTRUCTURE

The layout complexity for a deployment of this size makes understanding the routing without advanced modelling capability a potential risk management disaster. The use of advanced fibre-optic modelling technology ensures the fibre-optic network addresses future growth needs, cost effective routing and alignments, and beneficial deployment phasing. Local networks must be connected to the outside world. In this case, the backbone component would consist of the physical fibre cable connection from Clearwater to either a national peering point

or a service provider’s network (which in turn would be connected to a national peering point). Gateway services at peering points enable local and regional Internet traffic to access and exchange traffic with the global Internet.

The county-wide fibre-optic infrastructure is further broken out into backbone infrastructure that connects aggregation points and provides backhaul to key wireless towers. From these connections, a feeder network provides the neighbourhood/community level infrastructure, the distribution network provides the street level infrastructure, and the drops provide the premise level services.

4.4 DEPLOYMENT APPROACHES

There are several approaches Clearwater can take to prioritizing deployment; however each approach impacts the project’s financial and partnership requirements going forward. While there are many combinations possible, the following recommendations are based on the existing partnership, financial resources, and strategic environment at the time of writing the CBIMP.

<p>CONSTRUCTION METHOD PILOT PROJECT</p> <p>Building on an existing communication need to connect new and existing municipal facilities, Clearwater could install the conduit required along the identified project alignment. This would provide additional overall project benefits such as, but not limited to, existing soil condition assessment and construction impact, additional experience working with air blown fibre and microduct infrastructure for Clearwater departments, and set in motion a standard process for permitting and right-of-way discussion with the Town of Rocky Mountain House.</p>	<p>FINANCIAL OPTIMIZATION</p> <p>This approach would be to deploy to the most densely populated areas, oil/gas facilities, and local business parks first and then minimize initial proposed backhaul routes by arranging for commercial gateway connections in each of the areas selected. This will significantly decrease initial capital requirements, facilitate enhanced services to the largest number of businesses and residential premises in the shortest timeframe, and enhance community broadband-based support and momentum that will aid in advocacy for the overall project.</p>
<p>LEVERAGE CIVIL CONSTRUCTION PROJECTS</p> <p>There are continuous civil construction projects taking place in Clearwater. Substantial cost savings can be had by supporting a “Dig Once” policy initiative that would add broadband fibre-optic infrastructure to all civil builds. This would be for Clearwater County projects, but also for anyone else who is applying for permits to work in the County (i.e. local gas, electric, and other service providers who carry out civil construction).</p>	<p>PARTNER OPPORTUNITIES</p> <p>There are local groups and Internet service providers in Clearwater who have also identified community fibre-optic infrastructure as a priority and have made steps to move this initiative forward. Assessing the opportunity to partner with these local groups aids in advocacy for the overall initiative and provides potential financial support for either capital projects or marketing and advocacy objectives. The priority for Clearwater in these partnerships is to remain unbiased and ensure the ownership and operation is long-term and in the best interest of Clearwater as a whole.</p>

4.5 NEXT STEPS

4.5.1 Community Engagement and Marketing

Given the County of Clearwater's context does not include providing direct services, the Marketing Strategy would most likely focus on broader community development benefit, which also includes a bottom-line financial benefit to the community if a high sign-up rate can be achieved through their local ISPs.

4.5.2 Grant Funding, Regional Funding, and Local Fundraising

There are a number of financial resource opportunities that can be taken to start the process of allocating and acquiring funds and potential opportunities for lowering costs to operations and capital.

4.5.3 Policy Review and Update

Review and update policy and engineering design guidelines to leverage dig-once, permitting, stealth tower, and other policy-driven opportunities.

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5.0 OPPORTUNITY REVIEW SUMMARY

MAGNA prepared an Opportunity Review in support of the Clearwater County Community Broadband Initiative. This report built on work already completed from the following previously completed reports:

- *Community Broadband Infrastructure Master Plan*, November 2018;
- *Community Broadband Business Plan*, October 2018; and
- *Public Consultation and Engagement*, May 2018.

With additional information and discussions with Clearwater County, the Opportunity Review provided the supporting analysis to set a direction for the Clearwater County broadband initiative.

This work was done through the following steps:

- 1** Summary of a wide range of options for increasing Internet access across Clearwater County including the status quo option
- 2** Comparative analysis workshop with Council and senior administration to narrow down to top three options for further review.
- 3** Key stakeholder interview process to collect input in reference to a Clearwater County Broadband initiative.
- 4** Final direct comparison of the top options using the weighted metrics developed as part of an additional comparative analysis workshop.

5.1 DECISION MAKING METRICS

The first step in the process was to identify a list of relevant metrics that are important to Clearwater County. The list started with common metrics that communities look at when carrying out strategic planning or as part of long-term decision making and were refined to a Clearwater County specific list. The final list was as follows:

- 1. Existing Budget:** This metric refers to how well the capital cost of a project would fit into an existing budget, with a high value for projects well below budget. This item is meant to be very specific to the actual capital cost of a project or process and it not to include operational and administrative costs.
- 2. Funding Opportunity:** This metric weighs a project's likelihood for success to access outside funding. This could be through grants, private partnership funding, municipal partnerships, or other avenues, but is funding that does not come directly from the County.
- 3. Future Cost:** This metric refers to the long-term operational cost of a project. How much the project will affect annual operational expenses. This should include annual direct operational costs as well as administrative costs indirectly related to the project.
- 4. Public Perception:** This metric is meant to portray the public's perception of the project, that is, a measure of how strong the positive or negative perception is.
- 5. Public Safety:** This metric refers to how much impact doing, or not doing the project would have on public safety.

- 6. **Economic Development:** This metric weighs how strongly a project would build economic development in the County.
- 7. **Social Responsibility:** This metric weighs how much a project would support building social responsibility on behalf of the County through supporting social initiatives around inclusivity, community supports, health, emergency services, connection, youth betterment, or other County initiatives.
- 8. **Municipal Risk:** When looking at the project options, how do they stack up against one another when looking at long-term municipal risk. This is commonly related to financial or uncertainty risk, as these pose some of the greatest risks a community would face when setting out new projects.

5.2 FINAL OPTIONS COMPARISON

The top options were weighed directly against each other with as much opportunity to create a more direct comparison in order to provide less uncertainty and ambiguity in making a final decision. From this comparison, the two options that formed the final recommendation were:

PUBLIC/PRIVATE PARTNERSHIP	MUNICIPALLY OWNED LIT NETWORK
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The final recommended option, business structure associated with the options and next steps were provided as part of the Option Recommendations technical memo.

5.3 SUMMARY COMMENTS

Based on the outcome of the Opportunity Review project, the following summary takes into account the Council Comparative Analysis workshop, the key stakeholder interviews, and the final top four options analysis:

- 1** Ensure that whatever option is chosen for phase 1 to project fits within the existing County budget to ensure that no additional investment is required during the lessons learned and fact-finding portion of the project. The value in a pilot project is specific to the ability to adjust and be flexible with future phases.
- 2** The highest priority metric that came out of the Comparative Analysis was Economic Development. It is recommended that this be central to the option chosen and also central to the pilot project chosen for implementation.
- 3** There was a mix of responses from key stakeholders from “we have no interest in community broadband” to fully supporting a County-owned and operated lit network. From those that were supportive of any type of Clearwater County broadband initiative, there was a positive lean toward a County-owned and operated lit network.
- 4** Municipal risk came up on two very diverse sides of the discussion. Both are relevant and may need further discussion as these have a very different bearing on the options presented. If this can be further determined it may make the decision more straight forward. These were:
 - Long-term financial risk through County ownership of infrastructure; and
 - Risk associated with lack of control over County dollars invested in broadband infrastructure to meet County values.

5.4 RECOMMENDATIONS AND NEXT STEPS

The Opportunity Review report was carried out to support the following next steps in the Clearwater County Broadband Initiative:

- Council decision of an option based on the outcomes of the Opportunity Review, including an update to the existing policy, if required;
- Public information process to present Council direction and the outcomes of the Opportunity Review;
- Complete Engineering Standards and Guidelines to support all options; and
- High-Level Technical Memo Business Structure recommendation based on the outcome of the Opportunity Review process. This will include a description of the desired outcomes for each option as decided during the Council final process to speak to how the recommendation meets or does not meet these outcomes. In this way the final recommendation may include favourable elements from other options.

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6.0 RECOMMENDED NEXT STEPS

6.1 PROJECT RECOMMENDATIONS

6.1.1 Combined Solution

During the final options assessment, the two options that rose to the top based on Clearwater County values were the partnership and municipally owned lit network options as discussed previously. Through discussions at the end of the final Council workshop, it was clear that there is an option to work towards a combination of these two opportunities. The key roles in this combined solution are:

<p>CLEARWATER COUNTY owner of critical civic infrastructure through an equity share in the partnership</p>	<p>PARTNER ORGANIZATION(S) Telecom with minimum 2 yrs experience to manage network operations and retail services</p>	<p>LOCAL ISPS access the network on a layer three open-access lease arrangement.</p>
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6.1.2 Public-Private-Partnership Community Network

This partnership would be conceptualized to balance the advantages and disadvantages of the two highest ranking opportunities. Therefore, based on the metric evaluation, the recommended objectives of this hybrid opportunity are presented below. It is further recommended that these metrics and their associated objectives form the basis for reviewing the long-term success of the project. They may not be easily attained in the short-term, but they should clearly be part of the strategic planning for the new partnership. The following metrics are presented in the order of highest to lowest priority based on the outcomes of the Opportunity Review process.

6.2 RECOMMENDED NEXT STEPS

6.2.1 Partnership Strategic Direction Document

Create a strategic direction document or mandate that will form the foundations for the RFQ process. This would be built on the metrics presented above and a set of high-level key performance indicators including potential timelines and milestones. This type of document would be used as a base document for the final partnership to set out a more project specific strategic plan.

6.2.2 Partnership RFQ

Work with Council and administration to create a list of agreed basic terms and conditions that the County would like to see from a partner organization. Items may include, but are not limited to, a minimum number of years in the telecom industry, proven service level track record, local Alberta experience, public sector experience, partnership experience, governance experience, and a value proposition that would align with Clearwater County's strategic plan.

6.2.3 Community Engagement and Marketing

The message to the community can be supportive of the outcomes of the public open house process carried out in May 2018. The initial phases will be deployed as a pilot to provide lessons learned when expanding the system into other areas within the County and will impact decision around future investments to this initiative. Additionally, the program could include information that aligns with the strategic direction of the County using the metrics and their associated key performance indicators as part of how the program is communicated and then later how it is communicated as follow-up once deployed.

Language around the enablement building that comes with this kind of infrastructure such as better opportunities for increased cellular service due to upgraded backhaul provision, upgraded educational access for new schools within the pilot build area.

Launch of community engagement/enablement program to build momentum and advocacy around the implicit value of access to high-speed, reliable, and affordable Internet in the County. The program would identify the specific opportunities that are important to regional residents. This will help:

- Grow awareness and develop support and develop local champions for the initiative prior to full implementation.; and
- Enhance community capabilities to leverage the network and the resources it enables access to.

6.2.4 Policy and Guidelines Updates

Review and update policy and engineering design guidelines in order to leverage "Dig Once" opportunities. Leveraging planned civil works wherever possible (e.g., laying conduit whenever trenches and roadways are opened-up for repair or made available due to work on water, power, gas or telecom utilities in new development areas) in buried builds has the potential to reduce OSP deployment costs by up to 70%.

6.2.5 Financial Resourcing

Continue to pursue funding opportunities for both acquiring funds and pursuing potential opportunities for lowering costs to operations and capital.

Continue to track province-wide and nation-wide grant opportunities.

Roll out a community engagement and marketing plan discussed above to increase penetration rates above 50%/70%; support efforts to create a 'culture of use' among residents and businesses.

Look at including Community Broadband infrastructure with Clearwater capital infrastructure build/improvement capital plans that use MSI and other municipal revenues to fund capital improvements. This will reduce costs to users by negating the upfront capital deployment from the cost recovery model.

As shown above, leverage planned civil works wherever possible.

Leverage the additional cashflow available from the business, commercial, and greenfield areas (in some ways, the low-hanging fruit) to offset the less dense/lower revenue areas of the community or region.

Allocate a portion of expected municipal operational savings to the project. With the availability of a community-wide network to connect municipal buildings, lift stations, and so on, Clearwater communities could likely streamline their operations. Assuming that these efficiencies, together with the savings expenditures on current Internet and phone providers could result in substantially operational savings each year. If these savings were diverted to this broadband project, the financials would improve.

In lower density areas, provide fibre-to-the-tower to enable higher bit rate, higher capacity wireless services to the surrounding area.

7.0 SUMMARY

The opportunity to provide high-speed, reliable, and affordable Internet services together with the limited services currently available within Clearwater provide a potential impact of a hundred-fold increase in service capability. Strongly impacting both the quality of life and economic development within Clearwater County.

Recognizing this, Clearwater has spent the last 12+ months working through a planning process to identify the best-fit solution that aligns Clearwater County resident needs, the Clearwater County values, and builds on the experience of other Alberta communities. The chosen approach will enable world-class infrastructure to be available County-wide for both the benefit of the communities and the ISPs supplying the services while also fostering competition and innovation to support long-term affordability and sustainability.

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Councillor and Board Member 2019 Remuneration Statement

Name of Councillor / Board Member:	Jim Duncan
Date:	May 28, 2019
Signature (Councillor / Board Member):	<i>Jim Duncan</i>

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,105.00 / Monthly
Reeve Supervision Rate	\$2,054.00 / Monthly
Deputy Reeve Supervision Rate	\$1,105.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$172.00	Next 4 Hours \$136.00	Next 4 Hours \$136.00	Regular Council Meeting \$308.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
April 2	CAO Performance Evaluation	X					40
April 8	Rocky-Clearwater ICF						40
April 9	Regular Council				X		40
April 10	NSWA Board Meeting	X	X				440
April 11	Headwaters Alliance	X					0
April 12	ICC	X					40
April 15	Strategic Planning	X	X				40
April 17	Tri Council Strat Planning	X	X				40
April 18	Tri Council Strat Planning	X	X				40
April 23	Regular Council				X		40
April 25	Rocky-Clearwater ICF	X					40
April 26	Elected Officials ICS Training	X					40

PAID

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Remuneration Calculation (for office use only)							
1	Meetings @ 92.00 =	92.00		840	First 5000 Kms @ \$0.58 =	487.20	
9	Meetings @ 172.00 =	1548.00			Over 5000 Kms @ \$0.52 =		
4	Meetings @ 136.00 =	544.00			Lunch @ 16.00 =		
2	Meetings @ 308.00 =	616.00					
1	Supervision	2054.00					
	TOTAL	\$4762.00					



Councillor and Board Member 2019 Remuneration Statement

Name of Councillor / Board Member:	Michelle Swanson
Date:	May 24, 2019
Signature (Councillor / Board Member):	

PAYMENT PERIOD

January	February	March	<u>April</u>
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,105.00 / Monthly
Reeve Supervision Rate	\$2,054.00 / Monthly
Deputy Reeve Supervision Rate	\$1,105.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$172.00	Next 4 Hours \$136.00	Next 4 Hours \$136.00	Regular Council Meeting \$308.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
Apr 1	Workshop	✓					26 ✓
Apr 2	AB Exponential Manufacturing Summit Red Deer						-
Apr 2	Recreation Board Mtg	✓					26 ✓
Apr 8	ICF Mtg with TRMH	✓					26 ✓
Apr 8	Caroline Volunteer Appreciation		✓				131 ✓
Apr 9	Council Meeting				✓		26 ✓
Apr 10	Red Deer College Governor's Tour & Dinner	✓					197 ✓
Apr 11	FCSS Volunteer Gala	✓					26 ✓
Apr 15	Strategic Planning Session	✓	✓				26 ✓
Apr 17	Unstoppable Conversations	✓	✓				26 ✓
Apr 17	Blue Mtn Power AGM			✓			78 ✓
Apr 18	Unstoppable Conversations	✓	✓				26 ✓
Apr 23	Council Meeting				✓		26 ✓
Apr 23	Gimlet Road Meeting						-
Apr 24	MPC	✓	✓				26 ✓

PAID

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—	Meetings @ 92.00 =	—	718	First 5000 Kms @ \$0.58 =	416.44 ✓
11	Meetings @ 172.00 =	1892.00		Over 5000 Kms @ \$0.52 =	—
6	Meetings @ 136.00 =	816.00		Lunch @ 16.00 =	—
2	Meetings @ 308.00 =	616.00			
1	Supervision	1105.00			
				TOTAL	416.44 ✓

TOTAL \$4429.00



Councillor and Board Member 2019 Remuneration Statement

Name of Councillor / Board Member:	John Vandermeer
Date:	May 2, 2019
Signature (Councillor / Board Member):	<i>John Vandermeer</i>

PAYMENT PERIOD

January	February	March	April
May	June	July	August
September	October	November	December

Council Supervision Rate	\$1,105.00 / Monthly
Reeve Supervision Rate	\$2,054.00 / Monthly
Deputy Reeve Supervision Rate	\$1,105.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$172.00	Next 4 Hours \$136.00	Next 4 Hours \$136.00	Regular Council Meeting \$308.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
2	Workshop	1	1				80
3	EDA Conference (Banff)	1	1				217
4	EDA	1	1	1			
5	EDA	1	1				217
8	CAEP Engagement session	1					160
	Caroline volunteer apprec.						16
9	Council Meeting				1		80
11	RMH volunteer apprec.						80
12	ICC	1					80
15	Strat. Planning workshop	1	1				80
17	Tri-Council workshop (Kevin)	1	1				80
18	Tri-Council	1	1				80
23	Council Meeting				1		80
26	Mun. Elected Officials -EM	1					80

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Remuneration Calculation (for office use only)

0	Meetings @ 92.00 =	0	1330	First 5000 Kms @ \$0.58 =	771.40
10	Meetings @ 172.00 =	1720.00	0	Over 5000 Kms @ \$0.52 =	0
8	Meetings @ 136.00 =	1088.00	0	Lunch @ 16.00 =	0
2	Meetings @ 308.00 =	616.00		Banff Centre (hotel)	\$365.04
	Supervision =	1105.00		Park pass (\$19.60/day x 3)	58.80
	TOTAL =	4529.00		TOTAL =	1195.24

BANFF

CENTRE FOR ARTS AND CREATIVITY

Vandermeer - PAGEZ
April 2019

G5

Jon Van Dermeer

Caroline, AB T0m 0M0 CA

Room: 2218
Confirm #: RA0CB8
Folio #: 1
Arrival Date: 04/03/2019
Booking ID: EDA1904
Status: FOL

Post Date	Description	Comment	Reference	Charges	Credits
04/03/2019	ROOM CHARGE		2218	\$150.00	
04/03/2019	ATL	ALBERTA TOURISM LEVY	2218t	\$6.12	
04/03/2019	GST TAX	GST TAX	2218t	\$7.65	
04/03/2019	TIF	TIF	2218t	\$3.00	
04/03/2019	FACILITY FEE	Recurring: Van Dermeer 2218	Recur 621	\$15.00	
04/03/2019	GST OTHER TAX	Recurring: Van Dermeer 2218	Recur 621t	\$0.75	
04/04/2019	ROOM CHARGE		2218	\$150.00	
04/04/2019	ATL	ALBERTA TOURISM LEVY	2218t	\$6.12	
04/04/2019	GST TAX	GST TAX	2218t	\$7.65	
04/04/2019	TIF	TIF	2218t	\$3.00	
04/04/2019	GST OTHER TAX	Recurring: Van Dermeer 2218	Recur 621t	\$0.75	
04/04/2019	FACILITY FEE	Recurring: Van Dermeer 2218	Recur 621	\$15.00	
04/05/2019	PAY VISA		4024		(\$365.04)

Total: **\$365.04** (\$365.04)

Balance: \$0.00



parkscanada.gc.ca
parcsCanada.gc.ca

Banff East Gate
#10040

Sales Receipt

Transaction #: 3336618
Date: 03/04/2019 11:48:54 AM
Cashier/Cassier: 32 Register/Caisse #32

Item	Description	Amount
20233	Disco.Pass FG/Carte Déco.FG	\$136.40
1 @	\$136.40	
	1801-20233-6034810	

Sub Total/Sous-Total \$128.90
GST/TP8 \$6.60
Total \$136.40

Argent/Cash Tendered \$140.00
Change/Argent Remis Argent/Cash \$3.60

Thank-you for visiting/Merci de votre visite