

CLEARWATER COUNTY COUNCIL AGENDA

June 12, 2018

9:00 am

Council Chambers

4340 – 47 Avenue, Rocky Mountain House, AB

DELEGATIONS:

10:00 am Sarah Card and Gordie Haakstad, Production Team Members, Bear Creek Folk Festival Productions

10:15 am Hannelie Eder, President, Rocky Mountain House Airshow Association

10:30 am Tom Daniels, Forestry Superintendent, Sundre Forest Products|West Fraser

11:00 am Lynn Webster, Ken Qually, Dick Wymenga, Darryl Park, Chair; Council Compensation Committee Members

11:45 am Greg Schmidt, Northern Base Director, Shock Trauma Air Rescue Services (STARS) Foundation

2:00 pm Jennifer Paterson, Public Affairs and Andy Astalos, Operations Superintendent, Canadian Natural Resources Ltd.

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. May 08, 2018 Bylaw 1041/18 Public Hearing Minutes
2. May 22, 2018 Regular Meeting Minutes
3. May 22, 2018 Bylaw 1046/18 Public Hearing Minutes

D. PLANNING

1. Bylaw 1052/18 Land Use Amendment NE 29 34 05 W5M – First Reading
2. Bylaw 1053/18 Land Use Amendment SW 23 37 04 W5M – First Reading
3. Village of Caroline – Clearwater County Intermunicipal Collaboration Framework- Intermunicipal Development Plan-Municipal Development Plan Project Outline, Terms of Reference, and Caroline/Clearwater Intermunicipal Committee Appointments

E. DELEGATIONS

1. 10:00 am Bear Creek Folk Festival Productions
2. 10:15 am Rocky Mountain House Airshow Association
3. 10:30 am Sundre Forest Products|West Fraser
4. 11:45 am STARS

F. CORPORATE SERVICES

1. 11:00 am Council Compensation Committee Report
2. Federation of Canadian Municipalities Special Advocacy Fund Payment Request
3. Property Tax Penalty Waiver Request

G. MUNICIPAL

1. Draft Accountability and Transparency Policy
2. Employee Vaccination Policy

H. PUBLIC WORKS

1. Additional Budget for 'Paving & Patching'
2. Town of Rocky Mountain House Wastewater Lagoon 2015 – 2018 Data Update
3. 2018 Contractor Rate Review

I. INFORMATION

1. CAO's Report
2. Public Works Report
3. Accounts Payable
4. Councillor's Verbal Report
5. Councillor Remuneration

J. CLOSED SESSION*

1. 2:00 pm Canadian Natural Resources Limited.; *FOIP s.16(1)(a) – Disclosure Harmful to Business Interests of a Third Party*
2. Personnel – Verbal Report: *FOIP s.17(1) Disclosure Harmful to Personal Privacy*

* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act

K. 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.
03/13/18	116/18 Crammond Community Hall Grant Request pending receipt of Crammond Community Hall's 2017 Financial Statement
05/22/18	254/18 Delegation: RCMP Headquarters 'K' Division Alberta Rocky Mountain House RCMP Detachment



REQUEST FOR DECISION

SUBJECT: 1st Reading of Bylaw 1052/18 for Application No. 04/18 to amend the Land Use Bylaw		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Planning & Development	WRITTEN BY: Kim Gilham, Senior Planner	REVIEWED BY: Keith McCrae, Director, Planning Rick Emmons, Chief Administrative Officer
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 Land Use Bylaw 714/01 and Municipal Development Plan		
STRATEGIC PLAN THEME: Managing Our Growth	PRIORITY AREA: Plan for a well designed and built community	STRATEGIES: Ensure appropriate land use planning for public infrastructure, rural subdivisions, hamlets and commercial and industrial lands.
ATTACHMENT(S): Application to Amend Land Use Bylaw, Supporting Presentation from Applicant, Bylaw 1052/18 with Schedule "A", Light Industrial District "LI", Section 7.12 Cannabis Production Facility and Aerial Photos.		

STAFF RECOMMENDATION:
That Council considers granting first reading of Bylaw 1052/18 and proceed to a public hearing.

BACKGROUND:

Pierce and Donna Achtymichuk currently hold title to the NE 29-34-05-W5M, containing 157.01 acres of land. The subject land is located approximately 11 ½ miles southeast of the Village of Caroline along Highway 22, just north of Secondary Highway 587. Jeffrey Brookman, CEO of Element GP Inc. ("Element") has made application, with Pierce and Donna's consent, to redesignate +/- 40.0 acres from the Agriculture District "A" to the Light

Industrial District “LI” within the subject quarter section. The subject parcel proposed to be rezoned and subdivided is located on the northeast corner of the quarter section.

Element has applied to become a Licensed Producer (LP) of medical cannabis under Health Canada’s Regulations. They have secured a land purchase agreement with the Achtymichuk’s, contingent on the approval of their application to Health Canada. If the Land Use Amendment and application to Health Canada are successful, Element is proposing to construct a 55,000 square-foot microclimate controlled facility, with vertical grow and aeroponics.

The facility will utilize hydroxyl generating technology which will kill odour, mould, mildew bacteria and viruses associated with the growing of cannabis. They are also proposing to use high efficiency LED lights and to recycle the water in order to meet higher energy efficient standards. The facility will have perimeter fencing and a controlled entry gate with exterior cameras and motion sensors. The building itself will use biometric access controls with video surveillance, motion sensors, alarms and intrusion detection systems and a secured vault. Levels of access throughout the facility will be dependent on job positions, limiting access to areas in the facility. Further details on the layout and operation of the facility are included in the attached presentation from the applicant.

Section 7.12(3) of the Land Use Bylaw states:

“All cannabis production facilities applying for a development permit on an industrial parcel not located within a business park, must be located outside of a 300m radius from a property boundary, that has any of the following attribute:

(a) an existing residence”

If the Land Use Amendment is successful, the applicants intend to subdivide the 40 acres of rezoned land from the quarter section. This would create a property boundary between the rezoned land and the remainder of land in title, which has 2 existing residences on it. As seen on the attached air photo labelled “Adjacent Landowners” you will also note that there is a residence on the quarter section directly east of the proposed parcel. Although the residences themselves are outside the 300 metre setback, their property boundaries are not.

Legal and physical access to the subject land is by way of Highway 22, adjacent to the east property boundary. We will require comments from Alberta Transportation prior to proceeding with the subdivision application due to the site access/egress requirements directly onto the highway. Surrounding land uses within the area are residential and agricultural in nature.

Therefore, this application is to rezone the subject land to a Light Industrial District “LI” parcel as shown on Schedule “A” of the Bylaw.

**PLANNING DIRECTION:
Clearwater County's Land Use Bylaw**

Section 7.12 Cannabis Production Facility

- (3) All cannabis production facilities applying for a development permit on an industrial parcel not located within a business park, must be located outside of a 300 m radius from a property boundary, that has any of the following attribute:
 - (a) an existing residence;
 - (b) zoned recreational facility district;
 - (c) an existing religious assembly use;
 - (d) an existing school;
 - (e) an existing child care facility;
 - (f) an existing community hall;
 - (g) public recreation

- (4) Cannabis production facilities shall:
 - (a) be contained in a fully enclosed building or buildings specifically referenced in the producer's federal license for production;
 - (b) be the only use permitted on a parcel, with the allowance for an ancillary building on the parcel;
 - (c) must not have any outside storage of goods, materials, and supplies;
 - (d) No use or operation shall cause or create conditions that may be objectionable or dangerous beyond the building that contains it.
 - (e) Follow the Federal Government Directive on Physical Security Requirements for Controlled Substances.

- (5) The Development Officer or Municipal Planning Commission shall not approve a development permit for a Cannabis Production Facility unless, in its opinion, it is satisfied that the proposed use is appropriate and compatible with adjacent and neighboring land uses.

- (6) In evaluating the appropriateness of a development permit application for a Cannabis Production Facility, the Development Officer or Municipal Planning Commission shall consider:
 - (a) compatibility with adjacent and neighboring land uses;
 - (b) impact on existing traffic volumes and patterns of flow;
 - (c) appropriate vehicle parking and site access/egress requirements (the locations of access/egress points shall not route traffic through residential areas);
 - (d) lighting and signage;
 - (e) any other matters considered appropriate.

Section 13.4(6) Light Industrial District "LI"

The general purpose of this district is to accommodate and regulate small to medium scale industrial operations.

Clearwater County's Municipal Development Plan

Section 8.2.9 states:

Through the Land Use Bylaw Clearwater County shall provide for a variety of commercial and industrial land uses within the County, including a variety of locations for these uses.

Section 8.2.16 states:

While Clearwater County prefers that industrial and commercial uses that are appropriate for business park locations be located in a business park, Clearwater County may approve a proposal for an isolated commercial or industrial use outside a planned business park provided the following criteria are met to the satisfaction of the County:

- (a) the proposal adequately demonstrates that an isolated location is required;
- (b) the site characteristics are suitable for the proposed land use;
- (c) the type, scale, size, and site design of the proposed land use are appropriate for the area and compatible with adjacent land uses;
- (d) the development can be serviced on-site in accordance with Provincial regulations;
- (e) the traffic generated by the proposed land use would not adversely impact the municipal road network; and
- (f) any other safety or environmental issues identified by the County and any other applicable provisions of this Plan.

Section 12.2.3 states:

To provide information relevant to a proposed redesignation, subdivision or development of land, Clearwater County may require the applicant to have prepared and submitted by a qualified professional engineer any or all of the following:

- (a) a geotechnical study;
- (b) a traffic impact study;
- (c) a water supply study;
- (d) a utility servicing study;
- (e) a stormwater management plan;
- (f) an environmental assessment; and
- (g) any other study or plan required by the County.

Section 12.2.4 states:

Clearwater County will consider, where applicable, the following when evaluating an application to redesignate, subdivide or develop land:

- (a) impact on adjoining and nearby land uses;
- (b) impact on natural capital, including agricultural land;
- (c) impact on the environment;
- (d) scale and density;
- (e) site suitability and capacity;
- (f) road requirements and traffic impacts, including access and egress considerations, including Subdivision and Development Regulations related to land in the vicinity of a highway;
- (g) utility requirements and impacts;

- (h) open space needs;
- (i) availability of protective and emergency services;
- (j) FireSmart provisions;
- (k) impacts on school and health care systems;
- (l) measures to mitigate effects;
- (m) County responsibilities that may result from the development or subdivision; and
- (n) any other matters the County considers relevant.

RECOMMENDATION:

That Council consider granting first reading to Bylaw 1052/18 and proceed to a public hearing.



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 04/18

I / We hereby make application to amend the Land Use Bylaw.

APPLICANT: Jeffrey Brookman, CEO, Element GP Inc.

ADDRESS & PHONE: [REDACTED]

REGISTERED OWNER: Pierce and Donna Achtymichuk

ADDRESS & PHONE: [REDACTED]

AMENDMENT REQUESTED:

1. CHANGE OF LAND USE DISTRICT *FROM:* Agriculture *TO:* Light Industrial
LEGAL DESCRIPTION OF PROPERTY: NE 1/4 Sec. 29 Twp. 34 Rge. 5 W5M
OR: LOT: BLOCK REGISTERED PLAN NO.:
OR: CERTIFICATE OF TITLE NO.: (Site Plan is attached)
SIZE OF AREA TO BE REDESIGNATED: LSD 16, 40 Acres (Hectares / Acres)

2. REVISION TO THE WORDING OF THE LAND USE BYLAW AS FOLLOWS:

Agriculture District "A" to Light Industrial District "LI".

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

ELEMENT GP Inc. ("ELEMENT") has applied to become a Licensed Producer (LP) of medical cannabis under Health Canada's Access to Cannabis for Medical Purposes Regulations (ACMPR). ELEMENT has secured a land purchase option agreement with the registered owners of LSD 16, Sec. 29, Twp. 34, Rge. 5 W5M, that is contingent upon Health Canada approving our LP application. Given that this 55,000 square foot, micro- climate controlled facility, with vertical grow and aeroponics will generate up to 200 jobs in Clearwater County (up to 468 with direct, indirect and induced), and generate \$93 million per year to the GDP, it's prudent at this time to request that this land be re-designated under Part Seven: Special Land Use Provisions of the Land Use Bylaw, to Light Industrial "LI" so that it can house a Cannabis Production Facility. Based on our understanding of Bylaw 1040/18, this land, which is not suitable for farmland and has very few adjacent landowners and is close to natural gas, meets or exceeds the requirements of a Cannabis Production Facility. Pursuant to Section 7.12 (3), if the land is re-designated Light Industrial "LI" it would be for the creation of this facility and potentially several more (see the attached maps and reports).

DATE: May 10, 20 18 APPLICANT'S SIGNATURE [Signature]

This personal information is being collected under the authority of the Municipal Government Act, Being Chapter M-26, R.S.A. 2000 and will be used to process the Land Use Bylaw amendment application. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act, Chapter F-25, RSA, 2006. If you have any questions about the collection of this personal information, please contact Clearwater County, P.O. Box 550, Rocky Mountain House AB T4T 1A4.

APPLICATION FEE OF \$1900⁰⁰ DATE PAID: May 15, 2018 RECEIPT NO. 135528

[Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE



ELEMENT

GP INC.

Proposed Cannabis Cultivation + Extraction Facility
Clearwater County, Alberta

**Land Use Bylaw Rezoning and Subdivision Request
Agriculture District “A” to Light Industrial “LI”**

Date:

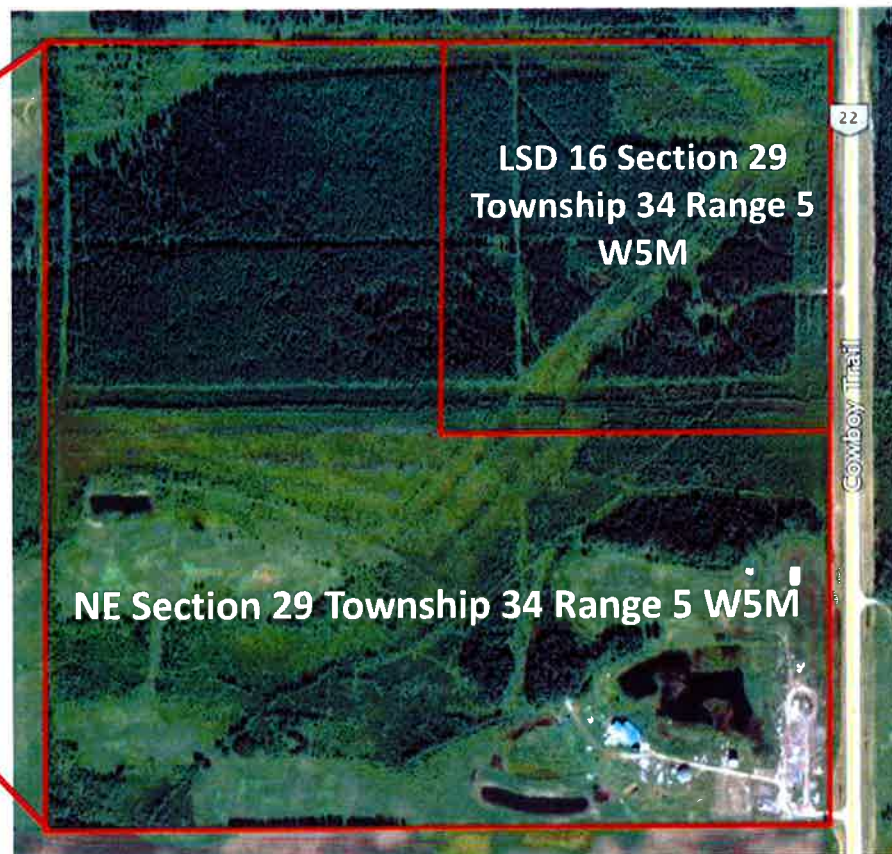
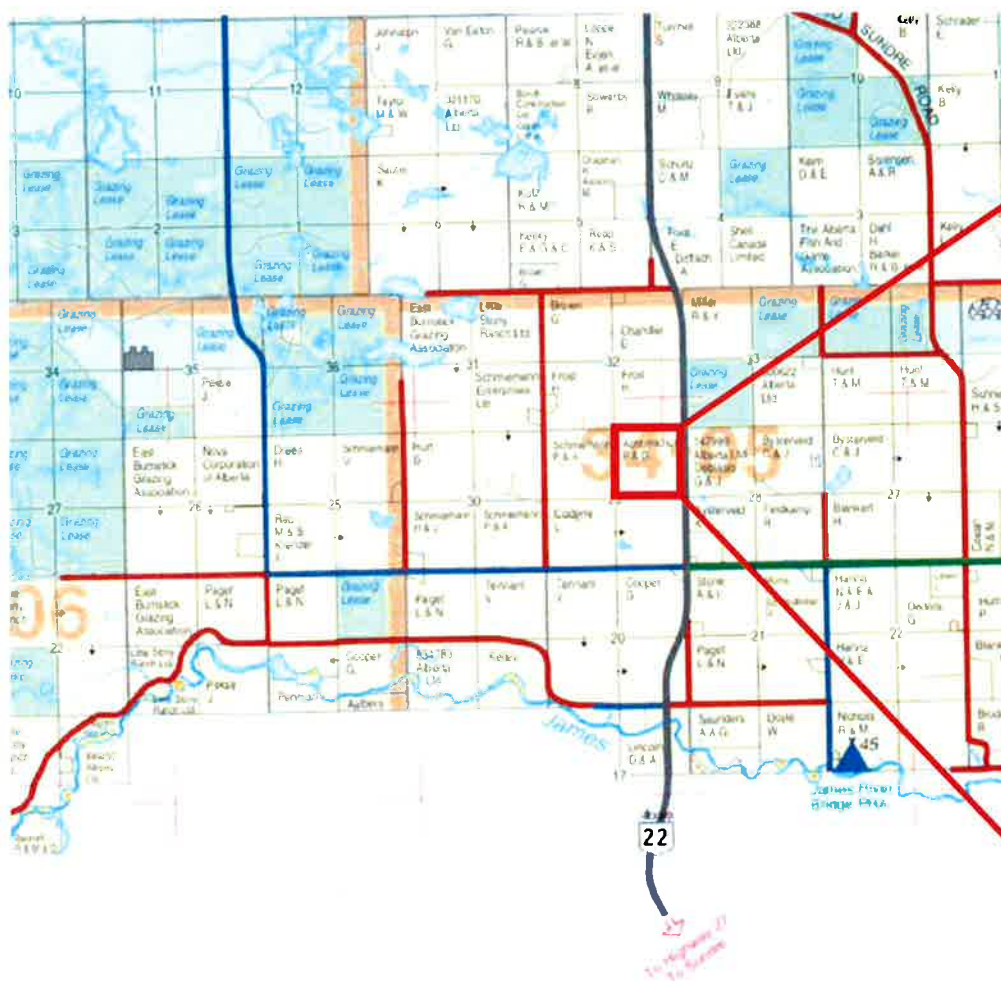
May 14, 2018





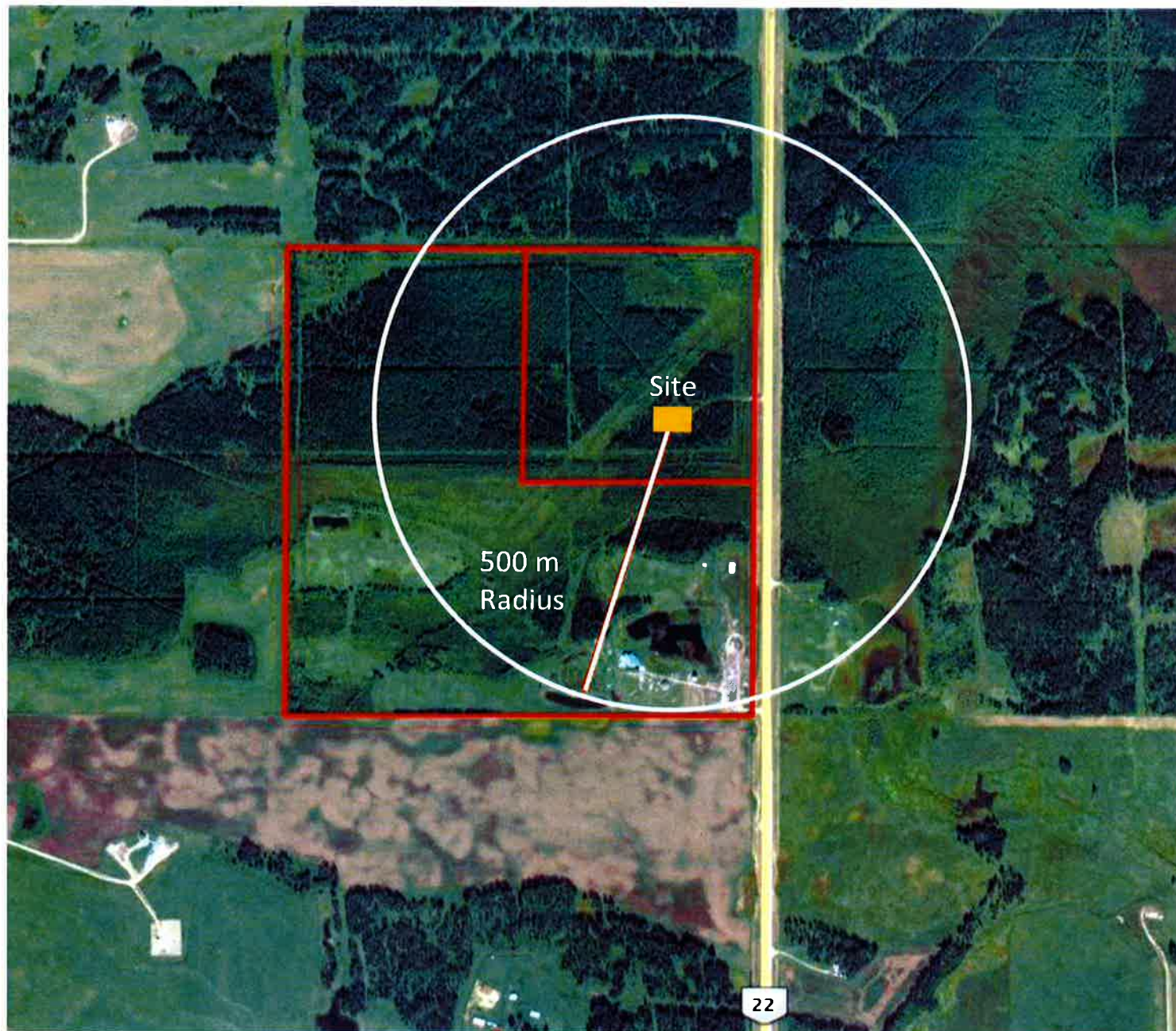
Legal Description of the "Property"

LSD 16 of Section 29 Township 34 Range 5 W5M Clearwater County, Alberta



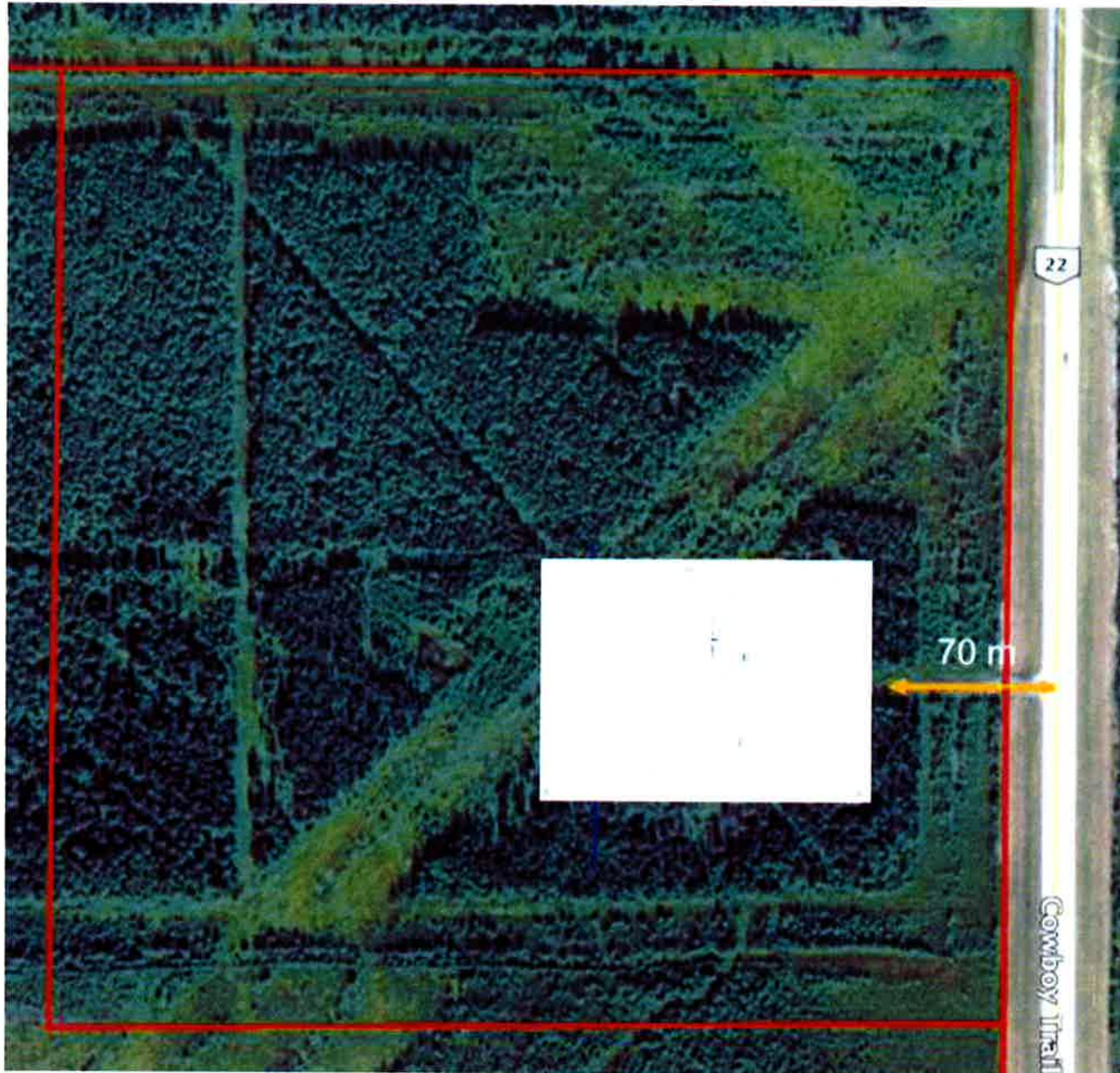


Buildings and Residences within 500 m



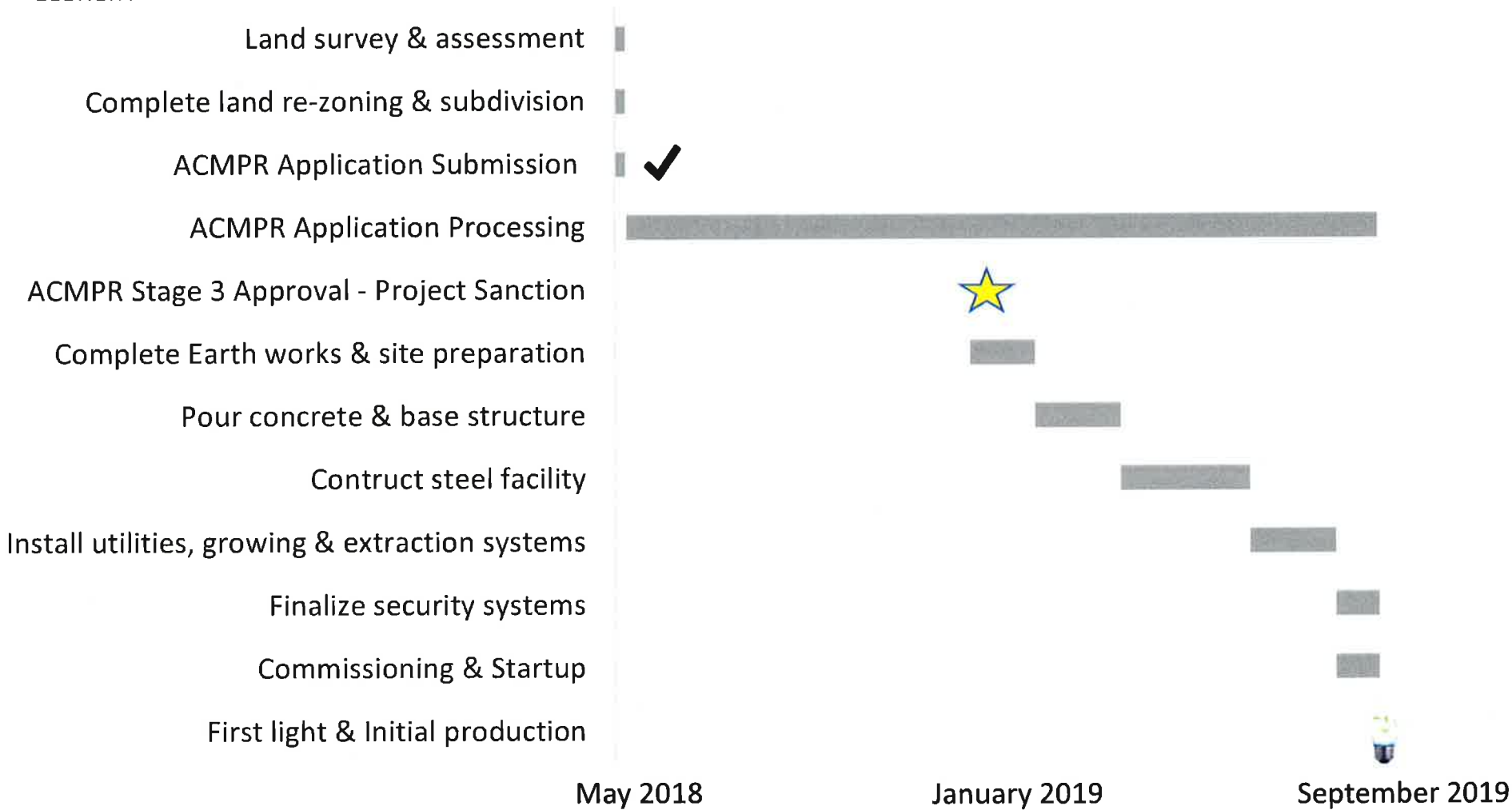


Facility Setback From Hwy 22 Centre Line Exceeds 70 m





Project Timing



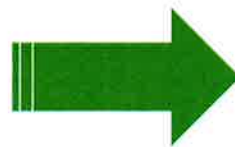
- ✓ ACMPR Application Submission – May 15, 2018
- ★ Stage 3 ACMPR Approval/Project Sanction – January 2019
- 💡 First Light & Initial production – September 2019 (+/- 3 months)



Economic Impact

\$10,000,000

Minimum Capital Investment



\$150,000,000

per year in Sales Revenue (min.)



- \$93 million per year GDP contribution¹
- \$12.5 million per year in Federal Tax
- \$10 million per year in Provincial Tax
- \$2.5 million per year in salaries
- \$125,000 per year in CPP Contributions
- \$600,000 to \$1,200,000 in Community Outreach

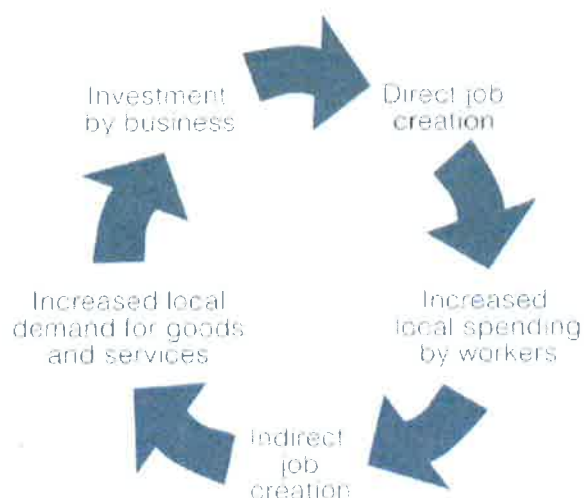


¹ <https://open.alberta.ca/opendata/alberta-economic-multipliers-by-industry-and-commodity>



Job Creation

- Colorado¹ has determined that the following multipliers apply to the Cannabis Industry Employment



	Direct	Indirect	Induced	Total
Cultivation	1.000	0.793	0.332	2.125
Cannabis Manufacturing	1.000	0.984	0.355	2.339

- This suggests that **200 full time “ direct” jobs** will also create:

- 159 – 197 Indirect Jobs
- 66 – 71 Induced Jobs
- **425 – 468 TOTAL JOBS**



¹ <http://www.mipolicygroup.com/pubs/MPG%20Impact%20of%20Marijuana%20on>



Facility Characteristics

- The facility measures 55,000 square feet, which is just over 1.25 acres
- The facility will be characterized by the use of advanced technologies including:
 - Automated and remotely controlled microclimate controlled temperature, humidity, lighting and watering systems
 - Computer controlled irrigation and fertigation (aeroponics and nutrients feed system)
 - Positive pressure controlled (closed system), with front entrance man-trap, and air showers, minimizing the risk of contamination
 - Reduced water consumption, water recycling and rain water capture
 - High efficiency/lower power consumption continuous wide spectrum LED lights
 - Ultraviolet germicidal irradiation (UVGI) and hydroxyl generators that safely generate molecules that naturally “seek and destroy” odour molecules, bacteria, viruses, VOCs, and other chemicals
 - Elevated and automatically controlled CO2 system to improve plant photosynthesis





Facility Characteristics (cont.)



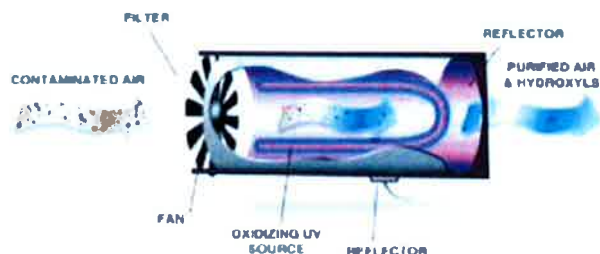
- Vertical grow system that will convert a conventional flowering space of 20,000 sq. ft., into a usable flower space of 120,000 sq. ft. (11,148 sq. m.)
 - 1,850 plants → 11,000 plants in the same space.
 - Yields 40-50 grams per sq. ft. → 240-300 grams per sq. ft.
 - We are doing for farming what high-rise apartment buildings have done for housing.
- With a flower spacing of 1 plant per m² a yield of 500 g per m², six crops per year, and 90% efficiency, this small footprint commercial facility can produce 30,100 kg of cannabis per year and 1,250 kg of concentrates per year.
- This yield increases with tighter plant spacing and higher yields per sq. m.
- Concentrate production can also be increased by focusing on extraction as opposed to dry flowers.





Odour Control

In addition to HEPA and Carbon Filters, ELEMENT will utilize hydroxyl generating technology that does not use any chemicals or create toxic byproducts, but merely replicates the nature's own atmospheric cleansing process but indoors



A pulse of low-wavelength light from UV tube interacts with a water molecule (H_2O) in the air removing a hydrogen atom resulting in the creation of a hydroxyl molecule (OH)

Hydroxyl generators are a non-toxic, economical solution to some of the toughest odour and bacteria problems

- Kill odour, mold, mildew, bacteria and viruses in the air and on surfaces (E-coli, staphylococcus, listeria, influenza, etc.)
- No chemicals used in the process
- Can be operated in occupied buildings (safe for people, pets, plants & food)
- Does not damage interior furnishings or equipment
- Completely safe and extensively tested
- Simple to use

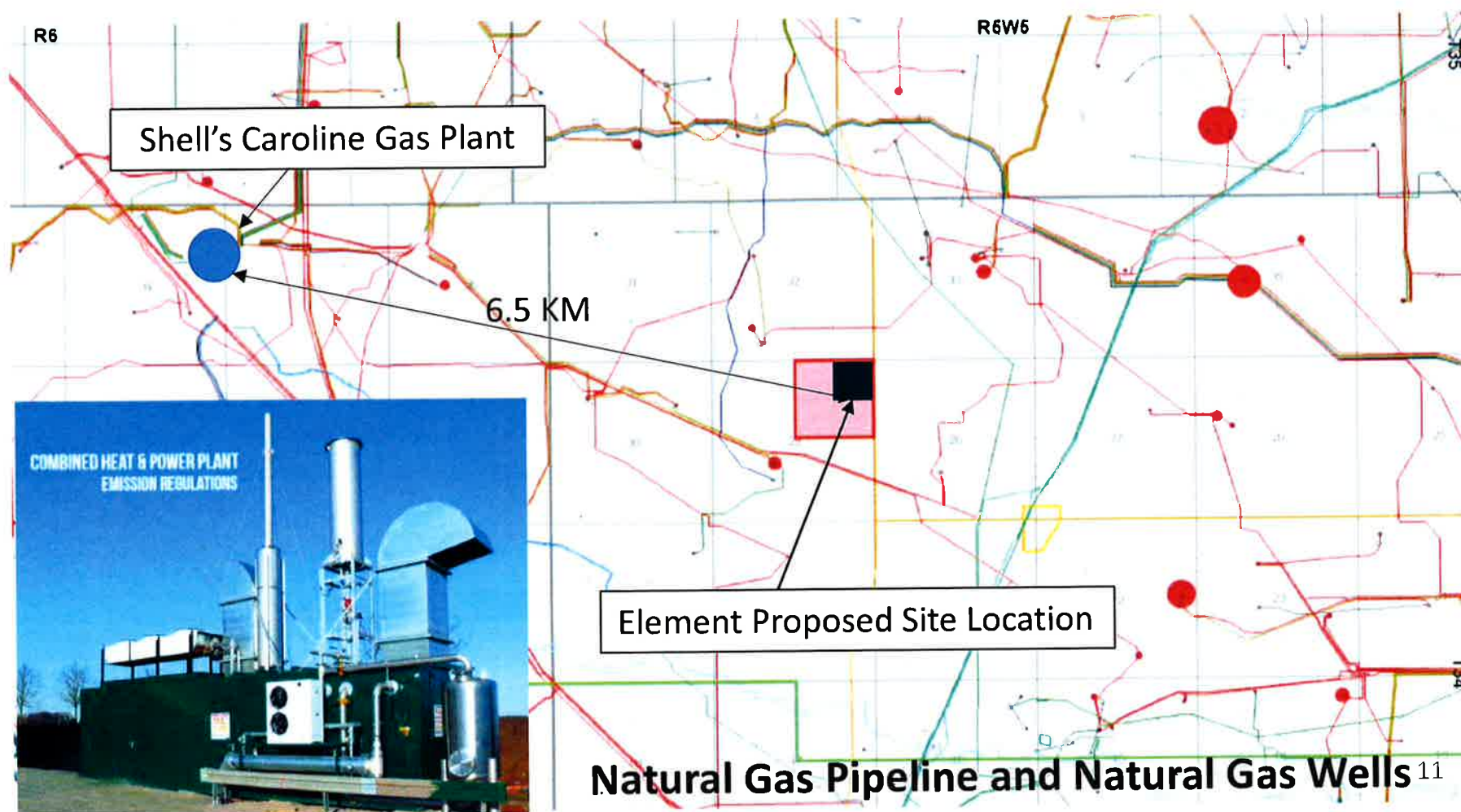


<https://youtu.be/OZY8xxEoyll>



Combined Heat and Power On-site

- Electrical power, heat and air-conditioning provided onsite via a highly efficient (85%) combined heat and power (CHP) facility
- This single fuel source system uses locally sourced natural gas
- CHP can reduce greenhouse gas emissions by up to 50%





Community Outreach



- ELEMENT will develop and execute a comprehensive community outreach plan to serve Clearwater County as a valuable and productive community partner.
- ELEMENT will reinvest a percentage of profits in Community Outreach
- ELEMENT is committed to developing initiatives that educate the public regarding the science of cannabis; maintain quality and meaningful relationships with local government, neighboring businesses and local residents; and provide contributions that enrich and support the community, including but not limited to monetary and volunteer contributions to local schools, non-profit organizations, and other entities.
- ELEMENT's will work with Olds College to develop summer internships for agriculture and horticulture program students.
- ELEMENT will work with local schools and organizations to create learning gardens and/or provide financial support for the maintenance of existing gardens with the purpose of providing Clearwater County students with a hands-on opportunity to learn about agriculture and horticulture, and health and nutrition.
- ELEMENT will evaluate all of its contributions to the community on an annual basis and will consider requests from organizations that work to enhance the overall community's quality of life.



Security Overview

Seed to Sale Inventory Controls



- Inventory tracking from seed-to-sale using RFID technology
- GPS tags included with all manufactured products transported to our licensed customers



Facility is secured through the concurrent application of multiple layers of security and protection that, taken together, provide a secure facility that exceeds the ACMPR requirements



1. **Exterior/Perimeter:** Our first in class security begins at the perimeter of our property, with physical barriers and limited points of entry. The exterior of our facility is defined by perimeter fencing with intrusion detection, a keypad/biometric controlled entry gate with camera, low-light CCTV cameras & motion sensors.



2. **Building:** The next layer of protection is a building with a secure mantrap entry, biometric access-control hardware on all doors, ID cards that track movement, commercial grade doors, video surveillance, motion sensors, alarms, and intrusion detection systems and a secure vault all monitored internally and externally 24/7.



Security Overview



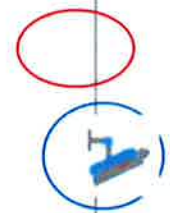
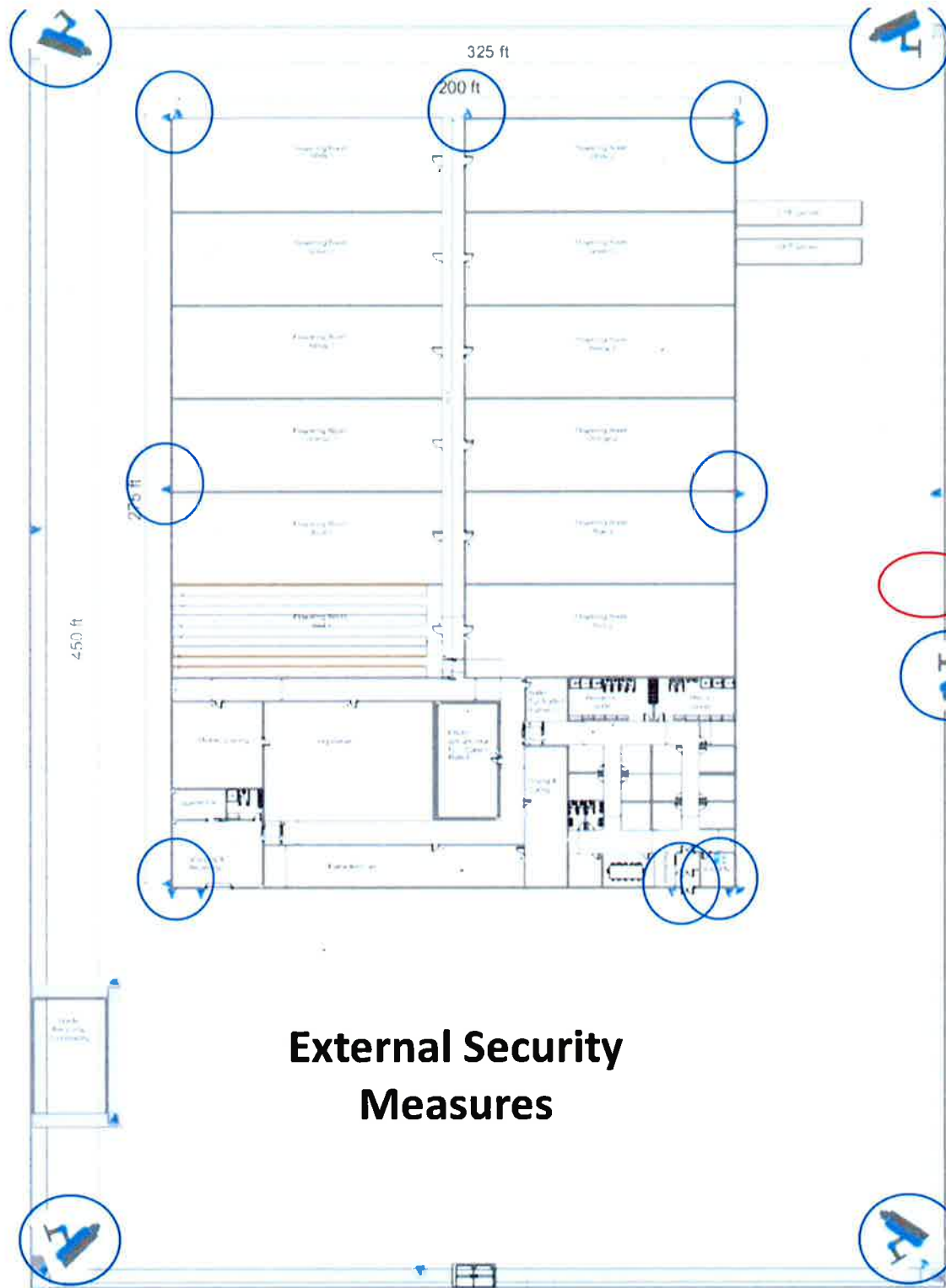
- 3. Authorized Access:** Within the interior of our facility is our third layer of protection, where access to the various production areas containing medical and recreational cannabis products is segregated according to whether the individual is authorized and their level of authorization - visitor, Type 1, Type 2 or Key employee.



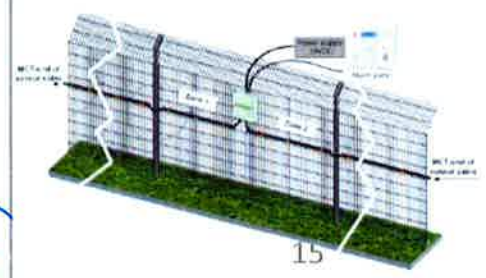
- 4. Employee Access is Limited:** For additional protection, employee movement throughout the facility is limited to only those specific areas where each routinely works.
- 5. Key Employee Access:** The fifth and final layer of protection is that we limit access to our most sensitive areas, vaults, safes, and security control equipment, to three or less Type 1 Registered Employees whom we have designated as Key Employees.

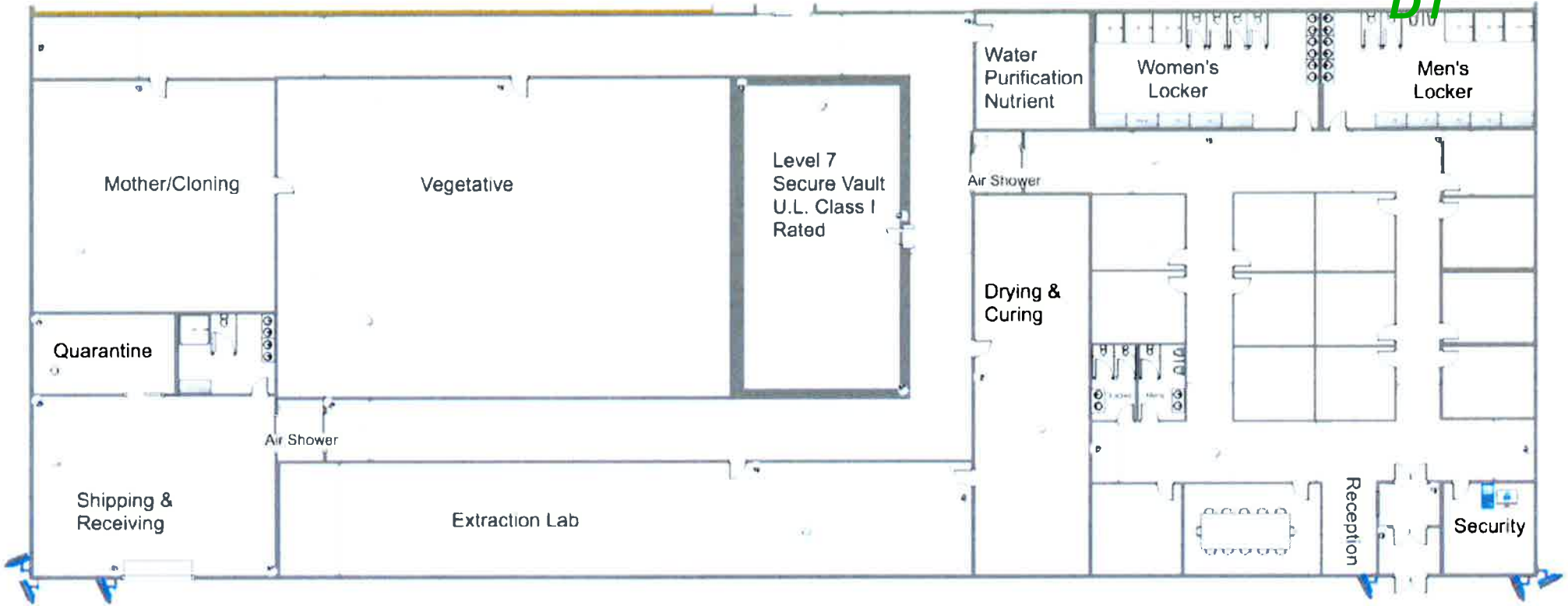


- Low light 24/7 CCTV cameras along the perimeter security fence and along the perimeter of the facility
- Cameras at all access points including external security gate, main entrance, shipping/receiving and fenced off waste area
- Motion sensors and motion sensor lighting around the building



- Facility entrance gate controlled by card key reader with camera
- Perimeter security chain link fence with razor wire
- Perimeter fence with intrusion detection system





Front Section of the Facility

- Double door airlock building entrance with mantrap
- Bullet proof vision window between reception and mantrap
- Internal 360 degree dome cameras in all hallways
- Internal 360 degree cameras and smoke/fire alarms in the mother/cloning room, vegetative room, drying/curing room, extraction room and the vault.
- Main entrance plus all entrances to rooms with cannabis require biometric reader access permission that log and record access.
- Intrusion alarm will sound with an attempt of false entry
- Panic alarms (individual/mobile and fixed)
- Shipping/receiving and quarantine also protected by 360 degree security cameras
- Air lock/air shower access require permission using biometric security readers
- 24/7 onsite/external security monitoring, including fire/smoke

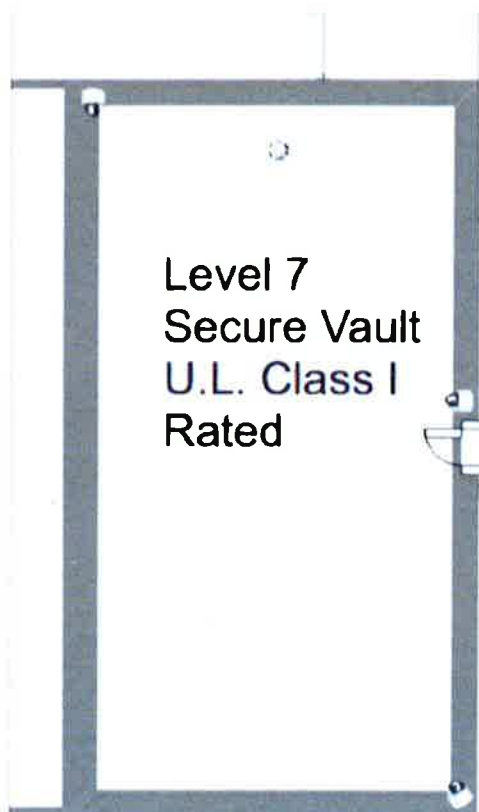


Bullet Resistant Vision Windows



Mantrap Secure Entrance





Level 7
Secure Vault
U.L. Class I
Rated



U.L. Class I Vault Door



Biometric access
control



Fire/Smoke
Detector



360° CCTV Dome
Cameras



24/7 Onsite and External
Monitoring



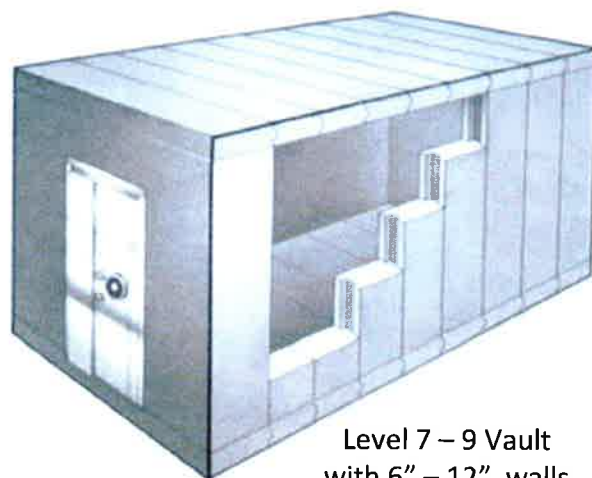
Motion detector



Intrusion alarm

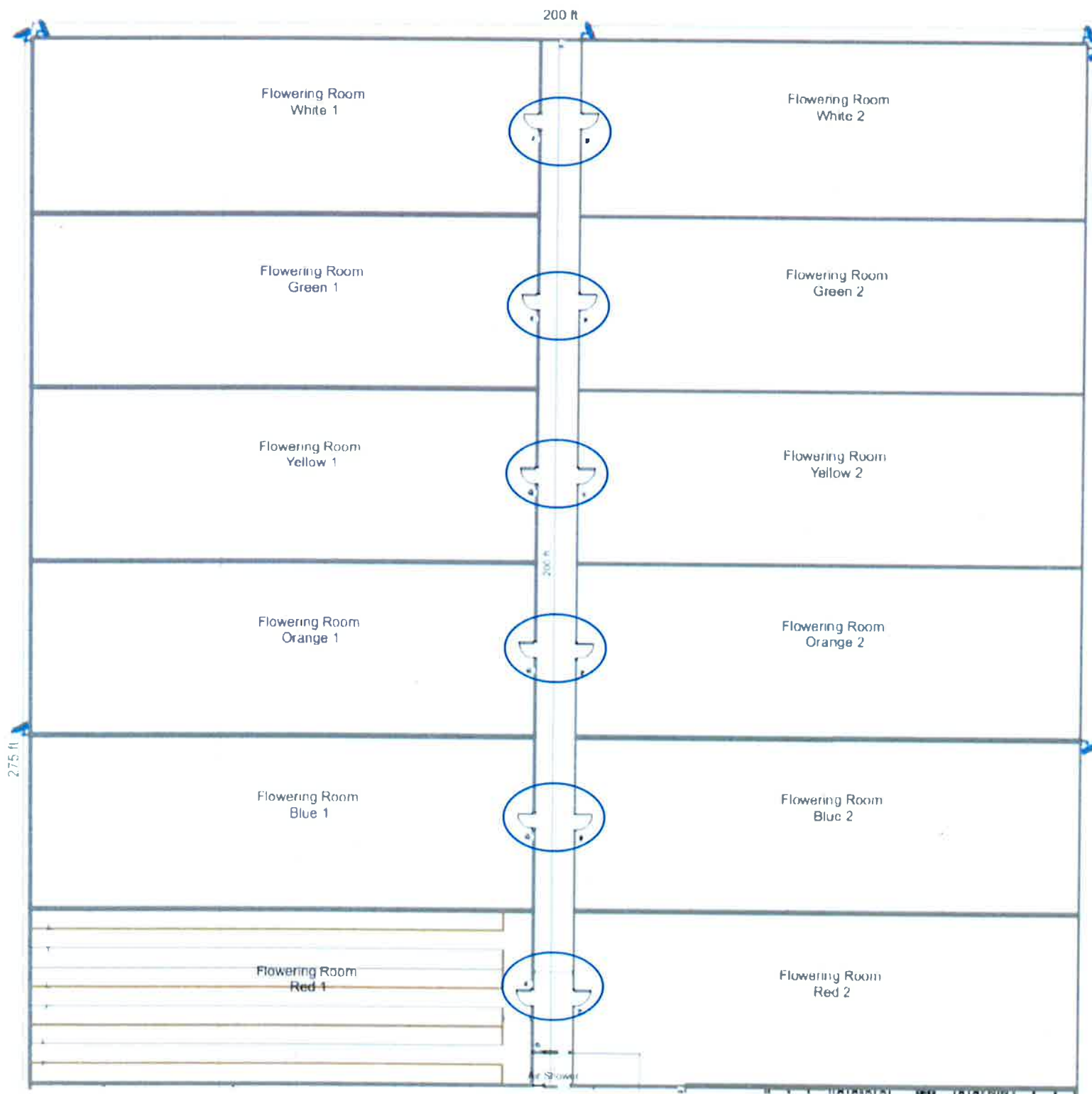
Vault

- Although on January 25, 2018 Health Canada issued a statement stating that “licensed producers will no longer be required to meet the vault and storage measures outlined in the existing Directive on Physical Security Requirements for Controlled Substances”, we intend to go beyond this requirement and install a Level 7 Vault and potentially a Level 8 or 9 Vault
- High density 6” – 12” concrete block walls or 20.7 MPa poured concrete
- U.L. Class I vault door preferably with biometric access readers that log and record access
- Motion sensors and intrusion sensors and alarm and internal 360 degree dome cameras all on a separate circuit from the main building detection system
- 24/7 onsite and external monitoring (monitored by a U.L. approved firm)
- Grade "B" Line supervision
- Control boxes for the security system are located inside the vault or safe
- Restricted openings for ventilation if ventilation required for drug stability



Level 7 – 9 Vault
with 6” – 12” walls

D1



Flowering Rooms

- Internal 360 degree cameras in all flowering rooms and main hallway
- Monitored smoke/fire detectors in all rooms
- Motion detectors
- All flowering rooms require biometric reader access permission
- Recording of access to flowering rooms
- Intrusion detection alarms



Employee Parking/Hours of Operations

- 200 Employees, 3 x 8 hour Shifts (67 per shift), 24/7 Operation
- Front portion of the facility has room for >84 parking stalls





Traffic/Trip Generation

Employees:

- 200 Employees, 3 x 8 hour Shifts (67 employees per shift)
- 24/7 Operation
- **Most Likely Scenario** - 1 hour window of flex hours per shift this results in:
 - 1.1 vehicles per minute in and 1.1 vehicles per minute out
- **Worst Case Scenario** - Assume employees arrive over just 10 minutes
 - 6.7 vehicles per minute in and 6.7 vehicles per minute out

Deliveries:

- 30,111 dry kg of cannabis per year = 579 kg per week (0.579 tonne per)
- 182,969 ml (6:1 g/ml) per year = 3,519 ml per week (3.519 litre)
 - One truck per week or one truck every two weeks





Signage



Hwy 22

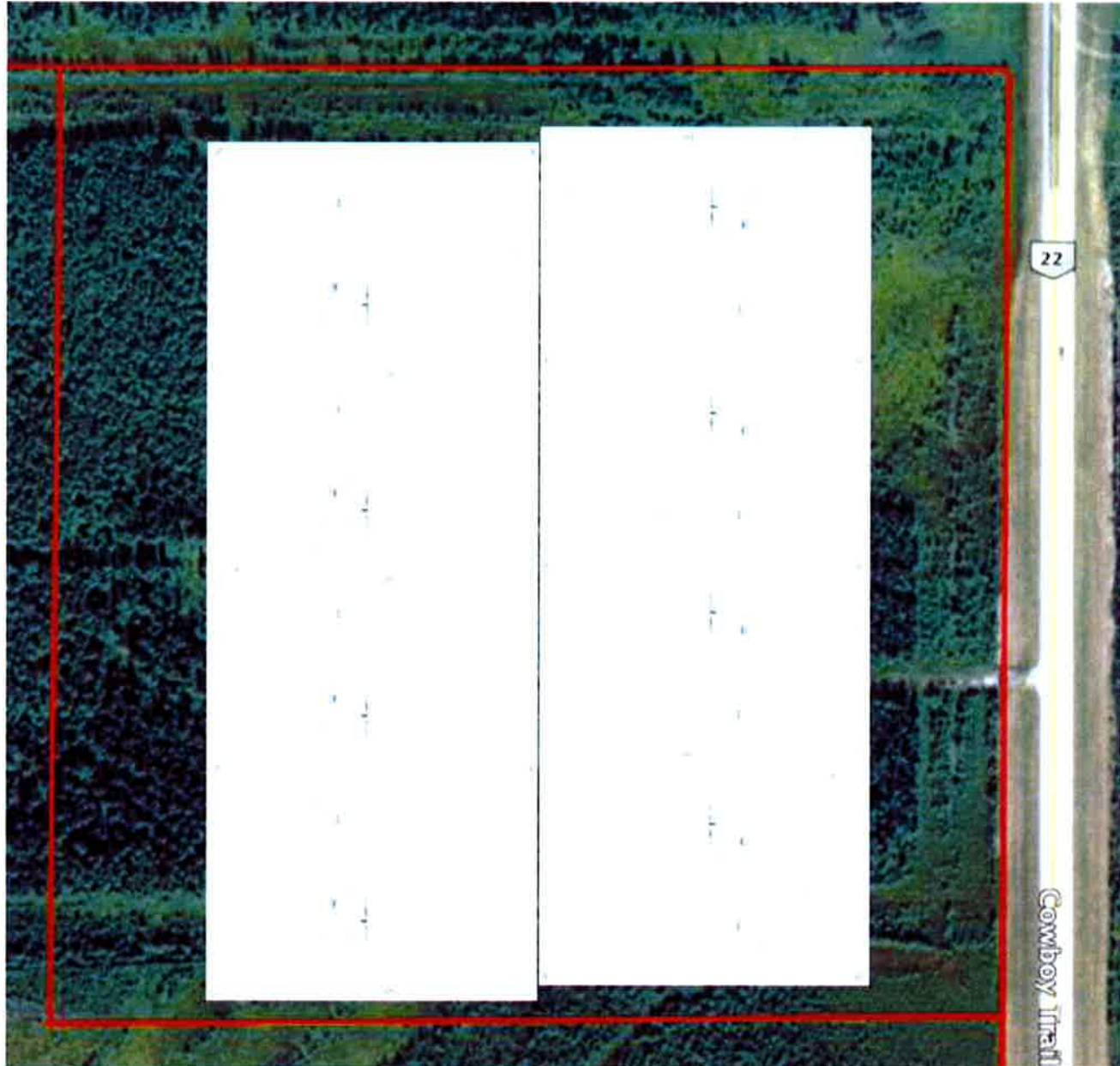
- No signage required
- Want to be discreet and keep a low profile
- Employees will know where to turn
- Visitors and Delivery Trucks will have the GPS location

Main Gate

- Contact us sign if remote access video/audio malfunctions
- Authorized vehicles only sign
- Caution sliding gate

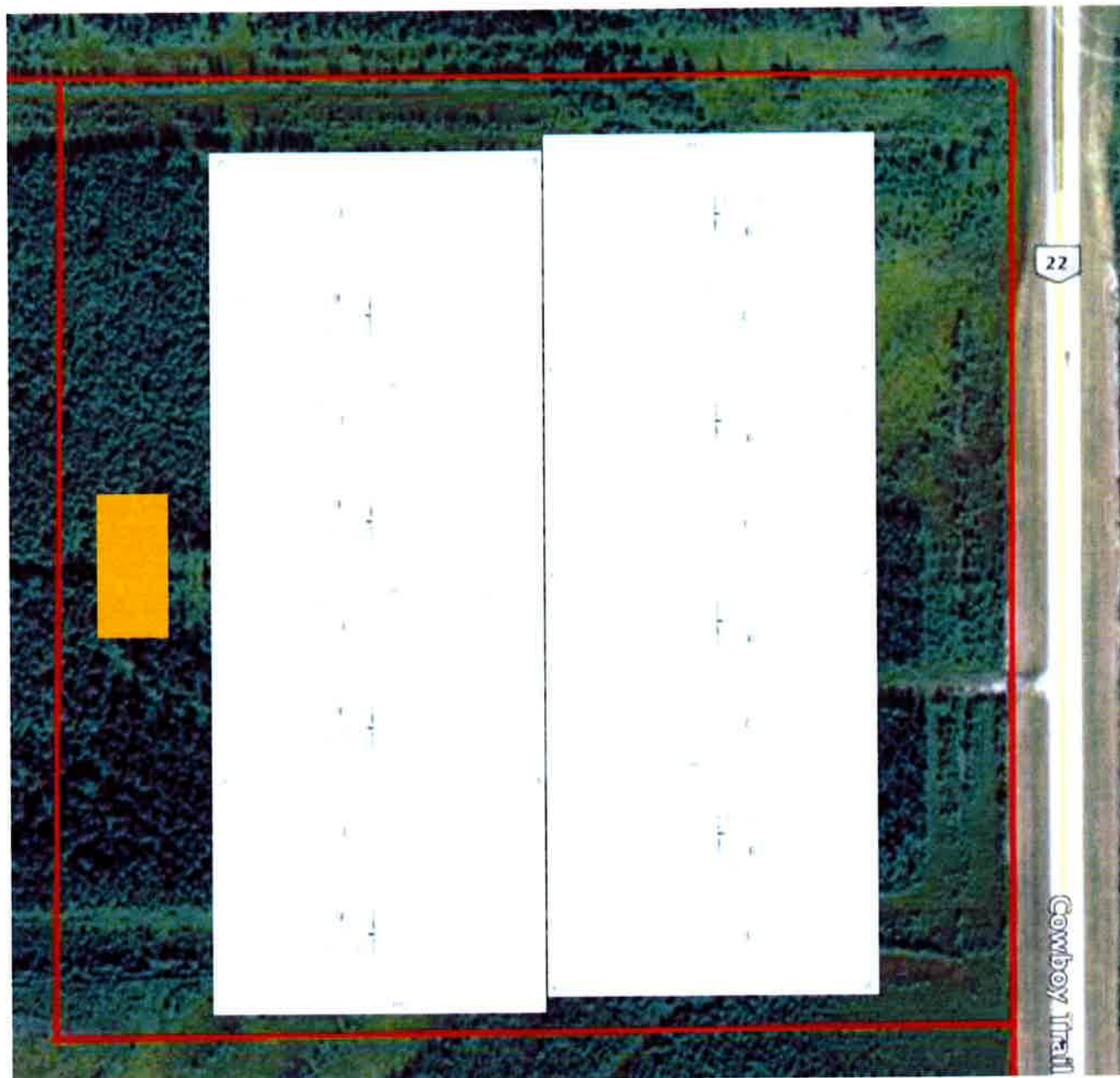


Room for Expansion





Room for Expansion + Accommodation



BYLAW NO. 1052/18

A Bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw No. 714/01.

PURSUANT to the Authority conferred upon it by the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto, and;

WHEREAS, a Council is authorized to prepare, to adopt, and to amend a Land Use Bylaw to regulate and control the use and development of land and buildings within the Municipality;

WHEREAS, the general purpose of the Light Industrial District "LI" is to accommodate and to regulate small to medium scale industrial operations.

NOW, THEREFORE, upon compliance with the relevant requirements of the Municipal Government Act, the Council of the Clearwater County, Province of Alberta, duly assembled, enacts as follows:

That +/- 40.0 acres of NE 29-34-05 W5M as outlined in red on the attached Schedule "A" be redesignated from the Agriculture District "A" to the Light Industrial District "LI".

READ A FIRST TIME this ____ day of _____ A.D., 2018.

REEVE

MUNICIPAL MANAGER

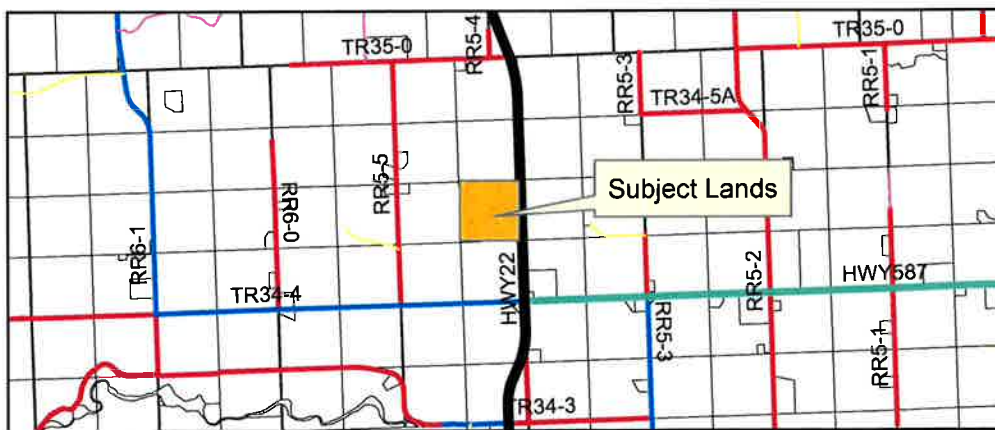
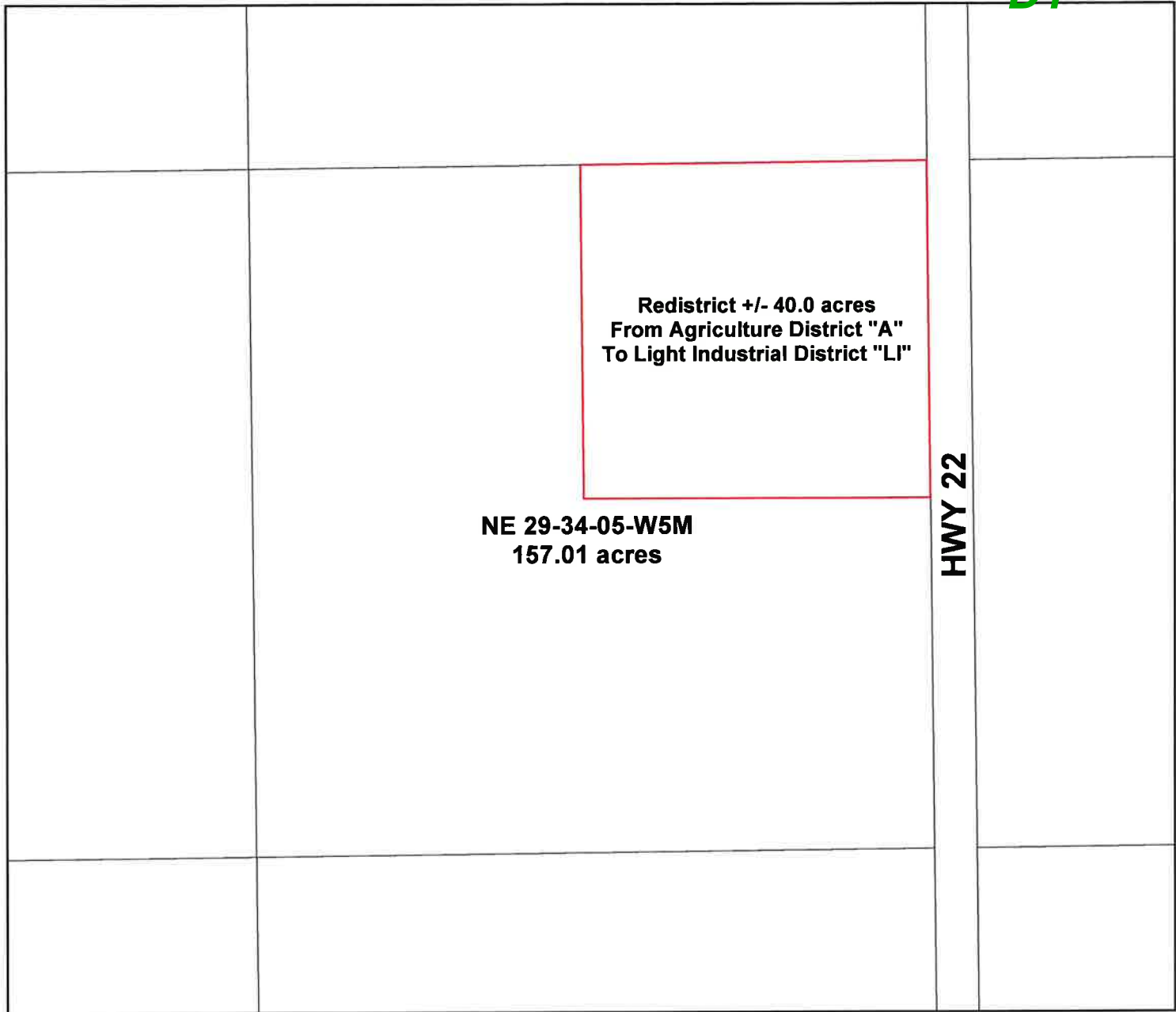
PUBLIC HEARING held this ____ day of _____ A.D., 2018.

READ A SECOND TIME this ____ day of _____ A.D., 2018.

READ A THIRD AND FINAL TIME this ____ day of _____ A.D., 2018.

REEVE

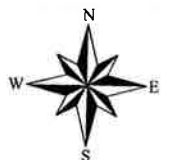
MUNICIPAL MANAGER



**Bylaw No. 1052/18
Schedule "A"**



**Application 04/18 to Amend the Land Use Bylaw
Redistrict +/- 40.0 acres in NE 29-34-05 W5M
From Agriculture District "A" To Light Industrial District "LI"
Combined with Subdivision Application 21/3482
Jeffrey Brookman, CEO on behalf of Element GP Inc.**



13.4 (6) LIGHT INDUSTRIAL DISTRICT "LI"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND TO REGULATE SMALL TO MEDIUM SCALE INDUSTRIAL OPERATIONS.

A. PERMITTED USES

1. Farming

B. DISCRETIONARY USES

1. Ancillary buildings and uses
2. Auction mart
3. Auto-wrecking and salvage yard
4. Bulk fuel, oil, fertilizer, feed and chemical storage and sales
5. Consignment, rental, sales and storage of industrial/agricultural equipment, vessels, structures, vehicles, tanks and pipe
6. Farm implement dealership
7. Industrial/agricultural fabrication and machining operations
8. Industrial/agricultural trucking and related facilities, including but not limited to storage, warehousing and maintenance and repair
9. Kennels for boarding and breeding
10. Maintenance and repair of industrial/agricultural equipment
11. Recycling depot
12. Redi-mix concrete plant
13. Security suite as part of the main building
14. Temporary work camp
15. Veterinary clinic and animal shelter
16. Cannabis Production Facility

C. MINIMUM LOT SIZE

1 hectare (2.5 acres) unless otherwise approved by the Development Officer.

D. MINIMUM TOTAL FLOOR AREA

Ancillary buildings - Suitable and appropriate for the intended use.
All other development - At the discretion of the Development Officer

E. MAXIMUM TOTAL FLOOR AREA

As determined by the Development Officer.

F. MINIMUM DEPTH OF FRONT YARD

15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to 7 of the Supplementary Regulations.

Where there is a service road next to a primary highway, the minimum front yard depth shall be determined by the Development Officer.

- G. MINIMUM WIDTH OF SIDE YARD
3 metres (10 feet), except for a corner parcel, where the minimum side yard adjacent to a public road shall be determined as though it were a front yard, although Section 6.4 applies.
- H. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) unless otherwise approved by the Development Officer.
- I. MAXIMUM HEIGHT OF BUILDINGS
As determined by the Development Officer.
- J. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
New construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.
- K. LANDSCAPING & SCREENING
In addition to any other provisions of this Bylaw, any approved use may be subject to screening of a visually pleasing nature as required by the Development Officer

7.12 Cannabis Production Facility

- (1) Clearwater County should direct cannabis production facilities to locate in a business park.
- (2) All cannabis production facilities, applying for a development permit, within a business park, must be located outside of a 50 m radius of a property boundary, that has any of the following attribute:
 - (a) an existing residence;
 - (b) zoned recreational facility district;
 - (c) an existing religious assembly use;
 - (d) an existing school;
 - (e) an existing child care facility;
 - (f) an existing community hall;
 - (g) public recreation
- (3) All cannabis production facilities applying for a development permit on an industrial parcel not located within a business park, must be located outside of a 300 m radius from a property boundary, that has any of the following attribute:
 - (a) an existing residence;
 - (b) zoned recreational facility district;
 - (c) an existing religious assembly use;
 - (d) an existing school;
 - (e) an existing child care facility;
 - (f) an existing community hall;
 - (g) public recreation
- (4) Cannabis production facilities shall:
 - (a) be contained in a fully enclosed building or buildings specifically referenced in the producer's federal license for production;
 - (b) be the only use permitted on a parcel, with the allowance for an ancillary building on the parcel;
 - (c) must not have any outside storage of goods, materials, and supplies;
 - (d) No use or operation shall cause or create conditions that may be objectionable or dangerous beyond the building that contains it.
 - (e) Follow the Federal Government Directive on Physical Security Requirements for Controlled Substances.
- (5) The Development Officer or Municipal Planning Commission shall not approve a development permit for a Cannabis Production Facility unless, in its opinion, it is satisfied that the proposed use is appropriate and compatible with adjacent and neighboring land uses.

- (6) In evaluating the appropriateness of a development permit application for a Cannabis Production Facility, the Development Officer or Municipal Planning Commission shall consider:
- (a) compatibility with adjacent and neighboring land uses;
 - (b) impact on existing traffic volumes and patterns of flow;
 - (c) appropriate vehicle parking and site access/egress requirements (the locations of access/egress points shall not route traffic through residential areas);
 - (d) lighting and signage;
 - (e) any other matters considered appropriate.



NE 29-34-05-W5M
157.01 acres

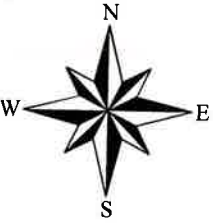
HWY 22

Redistrict +/- 40.0 acres
From Agriculture District "A"
To Light Industrial District "LI"

1:5,000



Application 04/18 to Amend the Land Use Bylaw
Redistrict +/- 40.0 acres in NE 29-34-05 W5M
From Agriculture District "A"
To Light Industrial District "LI"
Combined with Subdivision Application 21/3482
Jeffrey Brookman, CEO on behalf of Element GP Inc.





Application 04/18 to Amend the Land Use Bylaw 1:20,000

Redistrict +/- 40.0 acres in NE 29-34-05 W5M

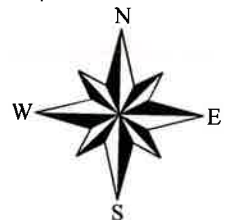
From Agriculture District "A"

To Light Industrial District "LI"

Combined with Subdivision Application 21/3482

Jeffrey Brookman, CEO on behalf of Element GP Inc.

Adjacent Landowners





REQUEST FOR DECISION

SUBJECT: 1st Reading of Bylaw 1053/18 for Application No. 05/18 to amend the Land Use Bylaw		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Planning & Development	WRITTEN BY: Holly Bily, Development Officer	REVIEWED BY: Keith McCrae, Director, Planning Rick Emmons, Chief Administrative Officer
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 Land Use Bylaw 714/01 and Municipal Development Plan		
STRATEGIC PLAN THEME: Managing Our Growth	PRIORITY AREA: Plan for a well designed and built community	STRATEGIES: Ensure appropriate land use planning for public infrastructure, rural subdivisions, hamlets and commercial and industrial lands.
ATTACHMENT(S): Application to Amend Land Use Bylaw, Supplemental Information Provided by the Applicant, Bylaw 1053/18 with Schedule "A", Intensive Agricultural District "IA", Aerial Photos.		

STAFF RECOMMENDATION:

That Council considers granting first reading of Bylaw 1053/18 and proceed to a public hearing.

BACKGROUND:

Victoria Conway is the current title holder of the SW 23-37-04-W5M, containing approximately 160.0 acres of land. The subject land is located approximately 8 ½ miles south of Highway 11 on Range Road 4-2; 1 mile east of the Wall Street Road (Rge. Rd. 4-3) and ½ mile west of the Hespero Road (Rge. Rd. 4-1). Lyle Conway on behalf of Qualtec Greenhouses Inc. has made application, with Victoria Conway's consent, to redesignate +/- 27.7 acres from the Agriculture District "A" to the Intensive Agriculture District "IA". Pending the outcome of the Land Use

Amendment, the applicant will continue the process and proceed with a subdivision application.

Lyle Conway and his sister are in the process of purchasing the family farm from their mother, Victoria Conway. As the Conway family prepares for succession planning the redesignation and subdivision of the proposed 27.7 acres of land is required to separate the business from the balance of the land in title. This will allow for financial lending requirements as the business, Qualtec Greenhouses Inc., operates from the northern portion of the subject land.

Qualtec Greenhouses Inc. is a family run business that was established in 1991. Serving a wide range of retail businesses, municipalities, golf courses and lodge properties with their spring flowers. Some of their clients include Jasper Park Lodge, Banff Springs, Lake Louise, Spruce Meadows, Priddis Golf Course, Parkland Nurseries and the Municipalities of Sylvan Lake, Carstairs and Jasper. The operation is approximately 37,884 square feet between a 27,412 square foot production area and 10,472 square feet of supporting facilities. The greenhouse utilizes a year-round growing season where both spring plants and winter poinsettias are produced. There is a three-month period where plugs and cuttings are bred and distributed to other wholesale and retail greenhouses. Qualtec Greenhouses Inc. employs four full-time and 17 seasonal employees.

Within the proposal, the property contains the greenhouse operation, applicant's residence and outbuildings. There are two lagoons on the proposal, both of which meet the 90 metre requirement, regulated by Alberta Municipal Affairs, from the new boundaries being proposed. The remainder of the quarter section contains a residence and various outbuildings. The panhandle access for the proposal allows the lagoon on the remainder of the quarter section to also meet the 90 metre setback requirement.

Legal and physical access to the subject land is by way of Range Road 4-2, adjacent to the west property boundary. Surrounding land uses within the area are agricultural with some residential uses.

Therefore, this application is to rezone the subject land to an Intensive Agriculture District "IA" parcel as shown on Schedule "A" of the Bylaw.

PLANNING DIRECTION:

Clearwater County's Land Use Bylaw

Section 13.4(2) Intensive Agriculture District "IA"

The general purpose of this district is to accommodate intensive agricultural land uses on parcels of land less than 32 hectares (80 acres).

Clearwater County's Municipal Development Plan

Section 4.2.3 states:

An application to create a parcel of land for Intensive agricultural purposes shall be evaluated by Clearwater County based on the consideration in Policy 4.2.4 and the following criteria:

- a) The minimum parcel size is 8.1 hecatres (20 acres);
- b) Applicant demonstrates to the satisfaction of the County that the proposed operation will result in lands being intensively used for commercial agricultural pursuits;
- c) The applicant demonstrates the long-term viability of the proposed operation to the satisfaction of the County;
- d) The applicant demonstrates to the satisfaction of the County that existing farming operations around the proposed parcel will not be restricted; and
- e) Legal and physical access is available.

Section 4.2.4 states:

In evaluating subdivision and development proposals that effect agricultural land, the agricultural quality of the land is one of a number of factors that Clearwater County shall consider. These factors are as follows:

- a) The nature and extent of farming activities in the local area, with a focus on the immediate area;
- b) The location, number and type of the existing and planned non-farm land uses located and proposed to be located in the local area;
- c) The predicted impact on sustainable agricultural production in the local area resulting from the proposal;
- d) The Farmland Assessment Rating of the land within the title to be subdivided or developed
- e) The Farmland Assessment Rating of adjacent lands;
- f) The proposed use of the land; and
- g) The reasonable availability of the optional locations for the proposed subdivision or development.

Section 8.2.2 states:

In making decisions on proposed land redesignations, subdivisions and developments in areas of the County where agriculture is the primary use, Clearwater County should seek to limit infringements on agricultural operations except where otherwise provided for in the Municipal Development Plan (2010).

Section 8.2.3 states:

Clearwater County encourages the development of agri-business within the County where the following criteria are met to the satisfaction of the County:

- a) Legal and year-round physical access is available and can be developed to meet the County's road standards;
- b) The proposed subdivision or development can be serviced onsite in accordance with provincial regulations;
- c) The proposed subdivision or development is located in a manner that minimizes any potential impacts on natural capital lands and agricultural operations; and
- d) All other applicable provisions of this plan.

Section 12.2.4 states:

Clearwater County will consider, where applicable, the following when evaluating an application to redesignate, subdivide or develop land:

- a) Impact on adjoining and nearby land uses;
- b) Impact on natural capital, including agricultural land;
- c) Impact on the environment;
- d) Scale and density;
- e) Site suitability and capacity;
- f) Road requirements and traffic impacts, including access and egress considerations, including Subdivision and Development Regulations related to land in the vicinity of a highway;
- g) Utility requirements and impacts;
- h) Open space needs;
- i) Availability of protective and emergency services;
- j) FireSmart provisions;
- k) Impacts on school and health care systems;
- l) Measures to mitigate effects;
- m) County responsibilities that may result from the development or subdivision; and any other matters the County considers relevant.

Subdivision and Development Regulations

Section 7 states:

In making a decision as to whether to approve an application for subdivision, the subdivision authority must consider, with respect to the land that is the subject of the application,

- a) Its topography,
- b) Its soil characteristics,
- c) Storm water collection and disposal,
- d) Any potential for the flooding, subsidence or erosion of the land,
- e) Its accessibility to a road,
- f) The availability and adequacy of a water supply, sewage disposal system and solid waste disposal,
- g) In the case of land not serviced by a licensed water distribution and wastewater collection system, whether the proposed subdivision boundaries, lot sizes and building sites comply with the requirements of the *Private Sewage Disposal Systems Regulation (AR 229/97)* in respect of lot size and distances between property lines, buildings, water sources and private sewage disposal systems as identified in section 4(4)(b) and (c).
- h) The use of the land in the vicinity of the land is the subject of the application, and
- i) Any other matters that it considers necessary to determine whether lands that is the subject of the application is suitable for the purpose for which the subdivision is intended.

RECOMMENDATION:

That Council consider granting first reading to Bylaw 1053/18 and proceed to a public hearing.

D2 Bylaw # 1053/18



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 05/18

I / We hereby make application to amend the Land Use Bylaw.

APPLICANT: Qualtec Greenhouses Inc (Lyle Conway) 

ADDRESS & PHONE: 

REGISTERED OWNER: same Victoria Conway

ADDRESS & PHONE: same as above

AMENDMENT REQUESTED:

- CHANGE OF LAND USE DISTRICT FROM: AGRICULTURE TO: INTENSIVE AGRICULTURE
 LEGAL DESCRIPTION OF PROPERTY: SW 1/4 Sec. 23 Twp. 37 Rge. 4 W5M
 OR: LOT: BLOCK REGISTERED PLAN NO.:
 OR: CERTIFICATE OF TITLE NO.: (Site Plan is attached)
 SIZE OF AREA TO BE REDESIGNATED: 27.7 (Hectares / Acres)

2. REVISION TO THE WORDING OF THE LAND USE BYLAW AS FOLLOWS:

Agriculture "A" District to
INTENSIVE Agriculture "IA" District

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

SEPERATE GREENHOUSE OPERATION FROM FARMING
OPERATION



DATE: March 9, 20 18 APPLICANT'S SIGNATURE Victoria Conway

This personal information is being collected under the authority of the Municipal Government Act, Being Chapter M-26, R.S.A. 2000 and will be used to process the Land Use Bylaw amendment application. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act, Chapter F-25, RSA, 2006. If you have any questions about the collection of this personal information, please contact Clearwater County, P.O. Box 550, Rocky Mountain House AB T4T 1A4.

APPLICATION FEE OF 2119.50 DATE PAID: MAY 18/18 RECEIPT NO. 135577
(\$1469.50-LUA)
\$650-SUB

H. Billy
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE

Qualtec Greenhouses Inc.
Lyle T. Conway

My history in the greenhouse industry started at Dentoom's Greenhouses in Red Deer where I spent the first 6 years of my career. During that time I attended Malaspina College in Nanaimo, BC where I earned a Diploma in Greenhouse Horticulture Technology. I have served in the industry on the Alberta Greenhouse Growers Association Board of Directors for many years as an active member, Treasurer and then President. I have been involved in lobbying Provincial Government for the Greenhouse Energy Rebate program, the Intensive Agriculture Tax Foot Print Amendments and reclassification of our labour laws and employment codes. I am now a proud father of four children and my partner and I run the business.

Our family business was started in 1991 from purchasing a used 11643 ft² range from the Bank of Montreal in Patrica, Alberta. The used range was disassemble and relocated to our farm in the summer and we grew our first crop for sale the following May. We have now expanded to 27412 ft² of production area and 10472 ft² of support structure. We supply retail businesses, municipalities, golf courses and lodge properties with their spring flowers. Some of our clients include Jasper Park Lodge, Banff Springs, Lake Louise, Spruce Meadows, Priddis Golf Course, Parkland Nurseries, Municipalities of Sylvan Lake, Carstairs and Jasper and many more. During the months of February to April we propagate plugs and cuttings for other wholesale and retail greenhouse ranges.

We employ 4 full time and up to 17 staff seasonally. Our annual payroll is approximately \$270,000.00 which I am very proud to provide within our community. Our spring plant season starts in November and ends in June and our winter season goes from July to Dec for the production of poinsettia's.

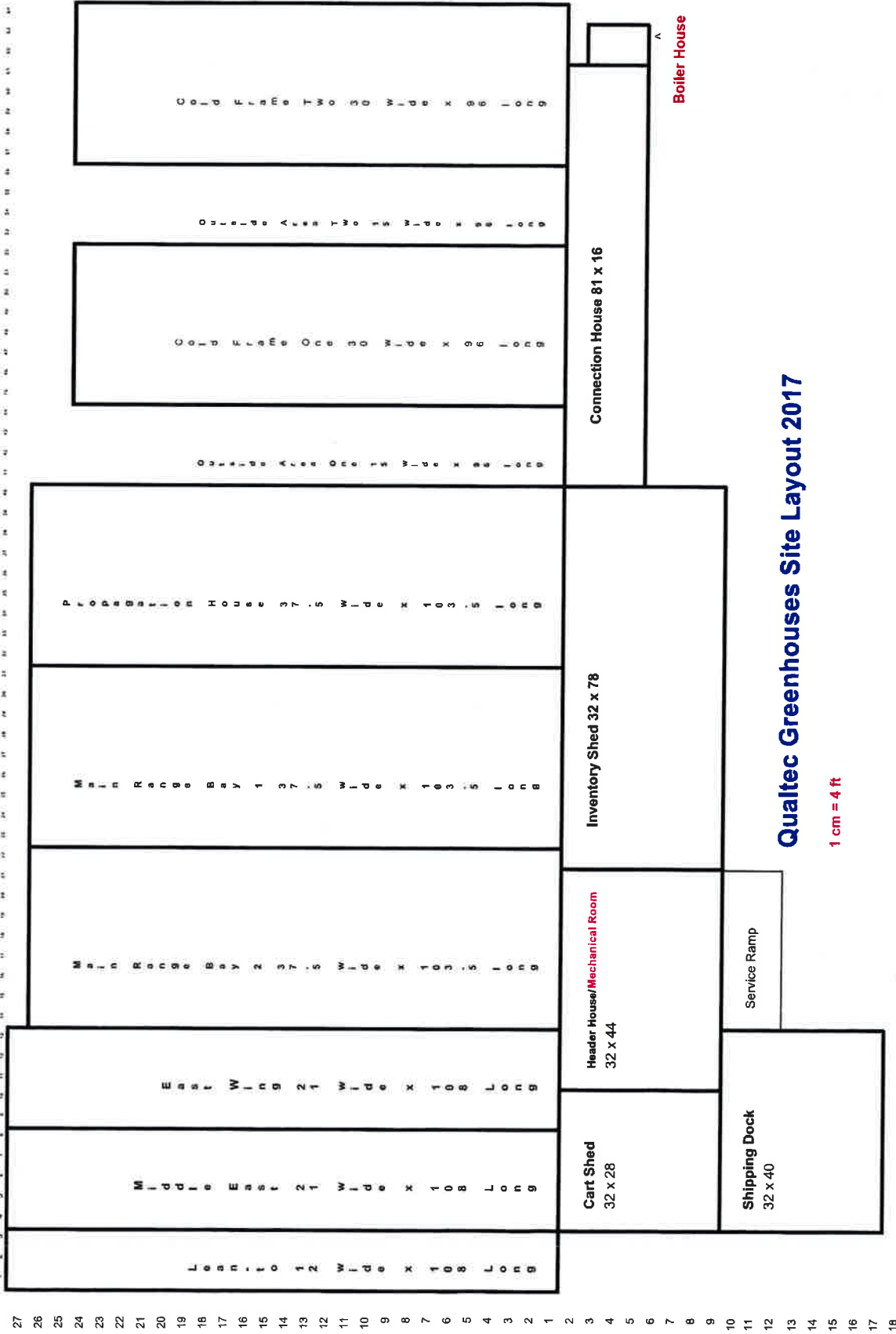
Our family is preparing for succession planning and this subdivision is required to meet the financial lending needs of the business. The home quarter is being purchased by both myself and my sister who will continue to maintain the farming operation.

Our future goals include automation of our existing facilities to maintain industry standards and reducing our environmental footprint through automated watering and heating systems. Possible expansion of our cold growing areas and the introduction of automated planting and production equipment.

Total Area

Yr Est.

	Length	Width	Area-ft2	
Main Range				
Bay 1	103.5	37.5	3881	1991
Bay 2	103.5	37.5	3881	1991
Prop House				
Bay 1	103.5	37.5	3881	1991
East Wing				
Bay 1	108	21	2268	2003
Bay 2	108	21	2268	2004
Lean -To	108	12	1296	2004
Cold Frame				
Bay1	96	30	2880	1994
Bay 2	96	30	2880	1994
Connect	81	16	1296	1996
Bay3	96	30	2880	2018
Total Production Area			27412	
Header House				
Mechanical	16	30	480	1991
Office/Work	28	30	840	1991
Inventory Shed				
Total	78	32	2496	2005
Cart Shed 07				
Total	28	32	896	2005
Shipping Dock 07				
Total	32	40	1280	2005
Boiler Shed				
Total	16	10	160	1994
Outside Blocks				
One	96	15	1440	1994
Two	96	15	1440	1994
Three	96	15	1440	2018
Total Support Area			10472	
Total Area			37884	
Acre ='s			43560	0.87



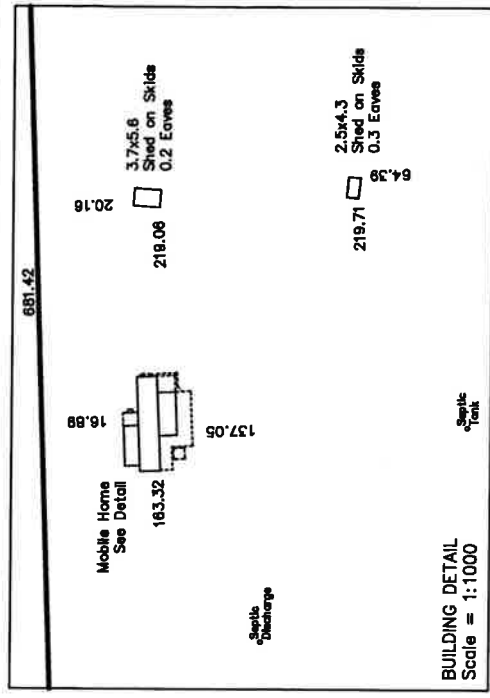
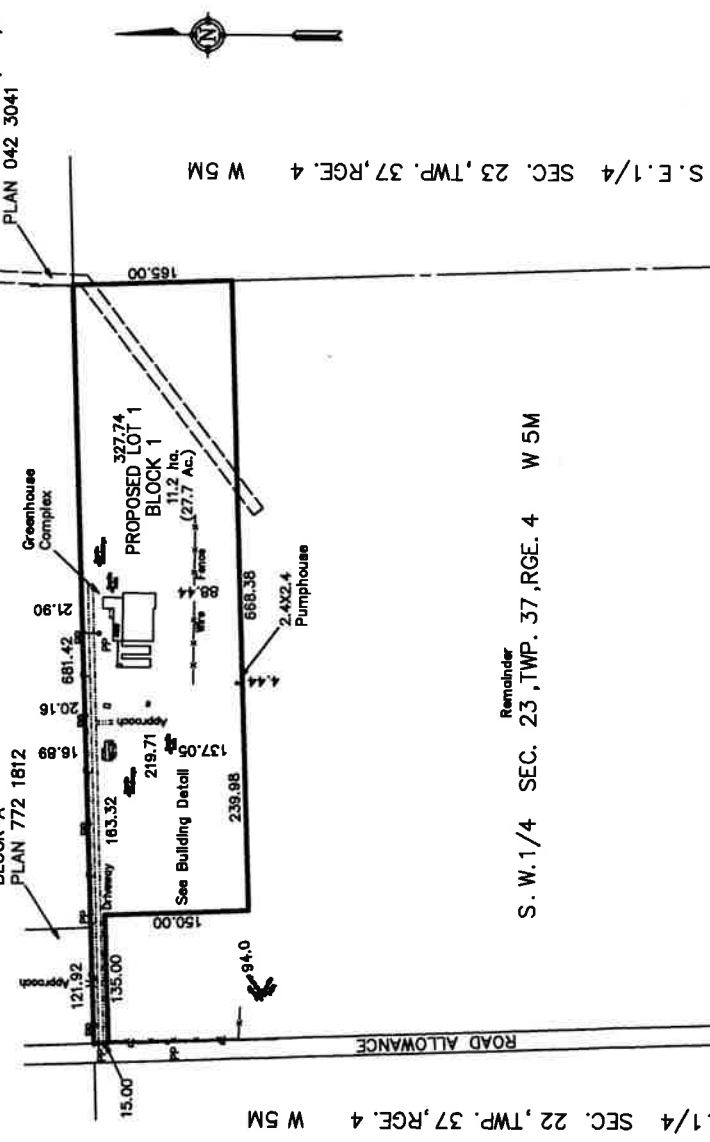
Qualtec Greenhouses Site Layout 2017

1 cm = 4 ft

27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

12.0 TRIQUEST P/L R/W
PLAN 042 3041

N. W. 1/4 SEC. 23, TWP. 37, RGE. 4 W 5M

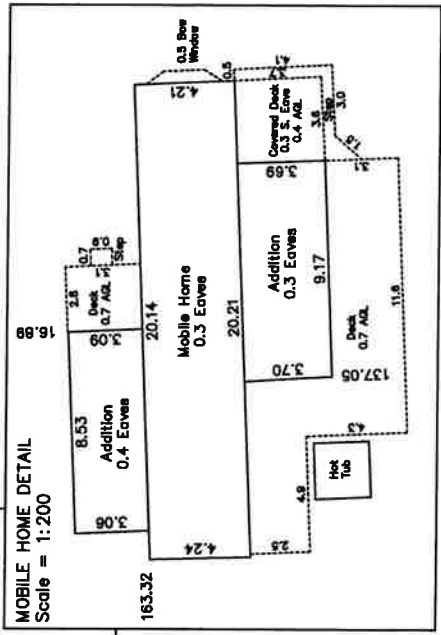


BUILDINGS & IMPROVEMENTS
WITHIN
PROPOSED SUBDIVISION
373039 RGE RD 4-2
S.W.1/4 SEC. 23, TWP. 37, RGE. 4 W5M
CLEARWATER COUNTY
MARCH 2018
R.L. HAAGSMA A.L.S.
0 50 100 200 300 400 500

CLIENT : QUALTEC GREENHOUSES
SCALE = 1:5000

LEGEND & NOTES

DISTANCES ARE IN METRES AND DECIMALS THEREOF.
DISTANCES AND AREAS ARE SUBJECT TO CHANGE.
PROPOSED SUBDIVISION IS OUTLINED THUS
AND CONTAINS 11.2 HA.
FENCES SHOWN THUS:
OVERHEAD POWER SHOWN THUS:



BYLAW NO. 1053/18

A Bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw No. 714/01.

PURSUANT to the Authority conferred upon it by the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto, and;

WHEREAS, a Council is authorized to prepare, to adopt, and to amend a Land Use Bylaw to regulate and control the use and development of land and buildings within the Municipality;

WHEREAS, the general purpose of the Intensive Agriculture District "IA" is to accommodate agricultural uses on parcel of land less than 32 hectares (80 acres).

NOW, THEREFORE, upon compliance with the relevant requirements of the Municipal Government Act, the Council of the Clearwater County, Province of Alberta, duly assembled, enacts as follows:

That +/- 27.7 acres of PT SW 23-37-04 W5M as outlined in red on the attached Schedule "A" be redesignated from the Agriculture District "A" to the Intensive Agriculture District "IA".

READ A FIRST TIME this ____ day of _____ A.D., 2018.

REEVE

MUNICIPAL MANAGER

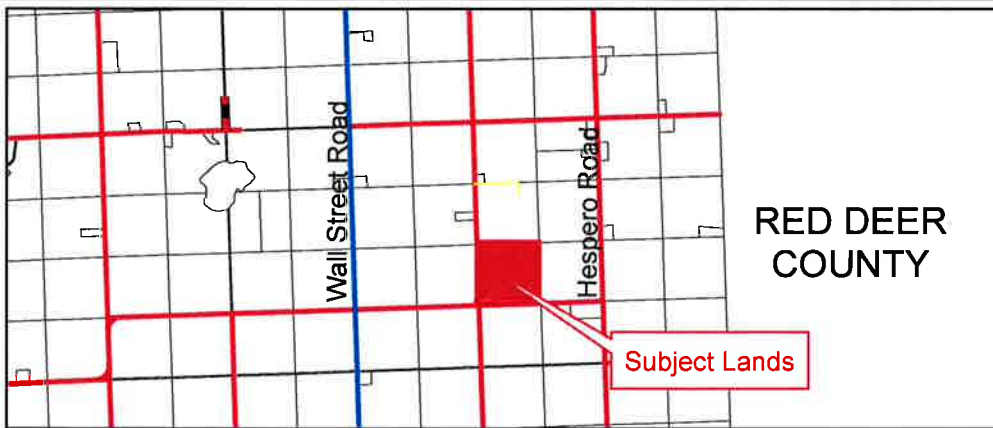
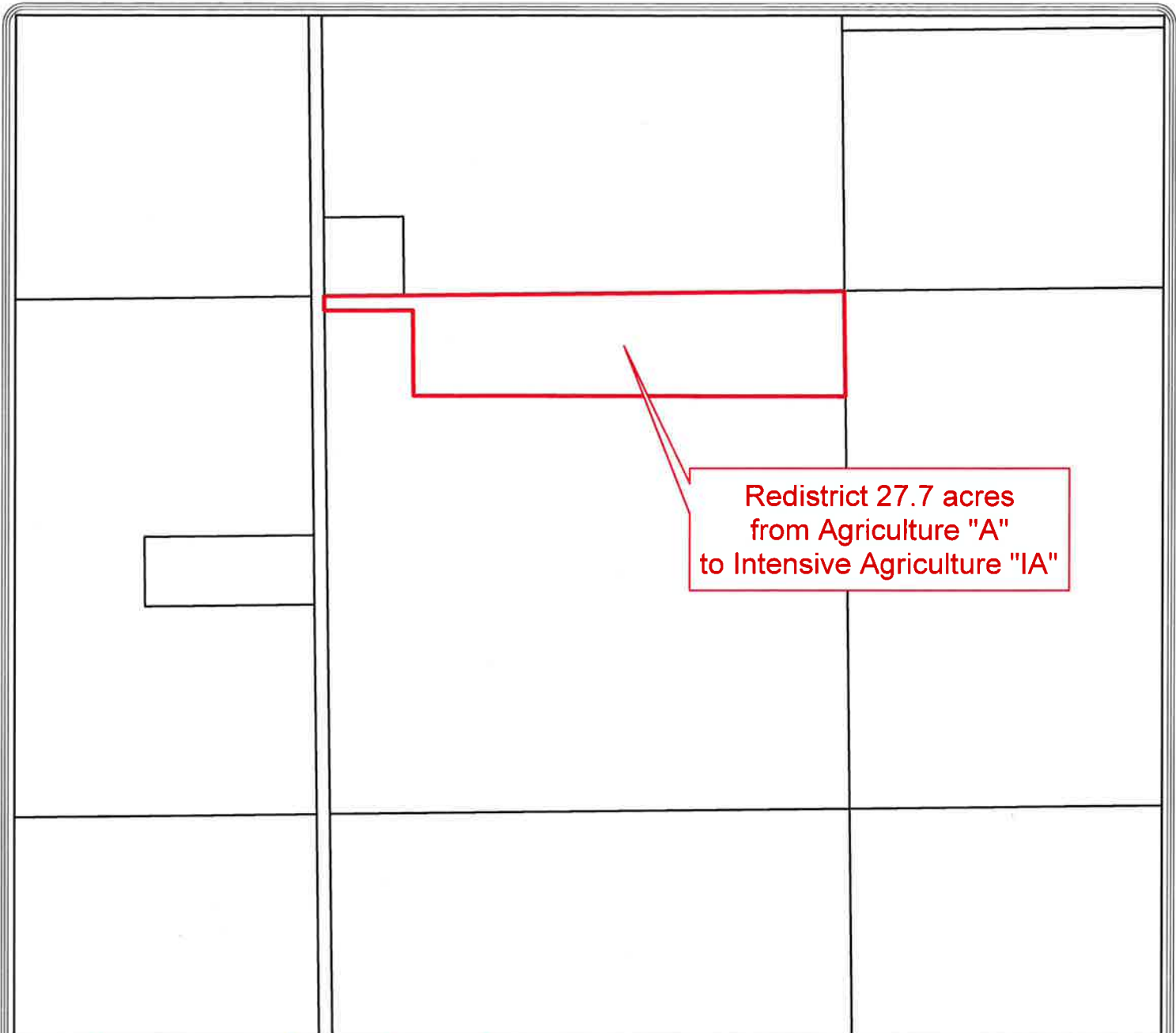
PUBLIC HEARING held this ____ day of _____ A.D., 2018.

READ A SECOND TIME this ____ day of _____ A.D., 2018.

READ A THIRD AND FINAL TIME this ____ day of _____ A.D., 2018.

REEVE

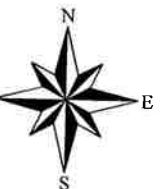
MUNICIPAL MANAGER



**Bylaw No. 1053/18
Schedule "A"**



**Application 05/18 to Amend the Land Use Bylaw
Redistrict +/- 27.7 acres in PT SW 23-37-04 W5M
From Agriculture District "A" to Intensive Agriculture District "IA"
Combined with Subdivision Application No. 21/3487
Lyle Conway on behalf of Qualtec Greenhouses Inc.**



13.4 (2) INTENSIVE AGRICULTURE DISTRICT "IA"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE INTENSIVE AGRICULTURAL USES ON PARCELS OF LESS THAN 32 HECTARES (80 ACRES).

A. PERMITTED USES

1. Farming and non-residential farm buildings
2. First residence

NOTE: In any "IA" District farming and non-residential farm buildings are "deemed approved".

B. DISCRETIONARY USES

1. Ancillary building or use
2. Market gardening
3. Public utility: landfill, waste transfer and associated facilities, sewage lagoon and other sewage treatment facilities, water treatment plant and associated facilities, public utility building
4. Sod farming
5. Tree farming or nursery
6. Radio, television and other communications tower and related buildings not exceeding 75 square metres (800 sq. ft.)
7. Riding or roping and livestock showing stable or arena
8. Greenhouse with a floor area of less than 100 square metres (1,100 sq. ft.) or such larger area subject to the discretion of the Development Officer
9. Guest house

C. DISCRETIONARY USES allowed in this District ONLY where incidental or subordinate to the principal use of the lands contained in the current CERTIFICATE OF TITLE

1. Second residence and additional on that lot on which all of the requirements of Section 6.6 are satisfied
2. Abattoir
3. Dude ranch or vacation farm
4. Farm subsidiary occupation
5. Home occupation
6. Kennel
7. Off parcel drainage works
8. Sawmill or postmill with an annual volume of at least 530 cubic metres (1/4 million board feet) of standing timber
9. Topsoil stripping for sale

10. Tradesperson's business including contractors for plumbing, heating, electrical, carpentry, masonry, mechanical, autobody, excavation, construction, trucking and the like
11. Unoccupied and unserviced manufactured home storage (one only)
12. Veterinary clinic

D. MINIMUM LOT AREA

All of the land contained in an existing lot on which the development exists or is proposed unless otherwise approved by the Development Officer, subject to:

1. The new lot being used exclusively for the approved development; and the new lot having a minimum size of 8.1 hectares (20 acres), and
2. The developer entering into an agreement and/or a Letter of Undertaking with the Municipality regarding placing the intended use or development on the proposed lot.

E. MINIMUM DEPTH OF FRONT YARD

As required and/or approved pursuant to Section 10.3 and Figures 1 to 7 of the Supplementary Regulations.

F. MINIMUM WIDTH OF SIDE YARD

15 metres (50 feet) except for a corner site where the side yard shall be determined as though it were a front yard.

G. MINIMUM DEPTH OF REAR YARD

15 metres (50 feet) unless otherwise approved by the Development Officer.

NOTE: Lots created prior to this Bylaw coming into effect and not able to comply with the foregoing shall meet setback limits as determined by the Development Officer.

H. LANDSCAPING

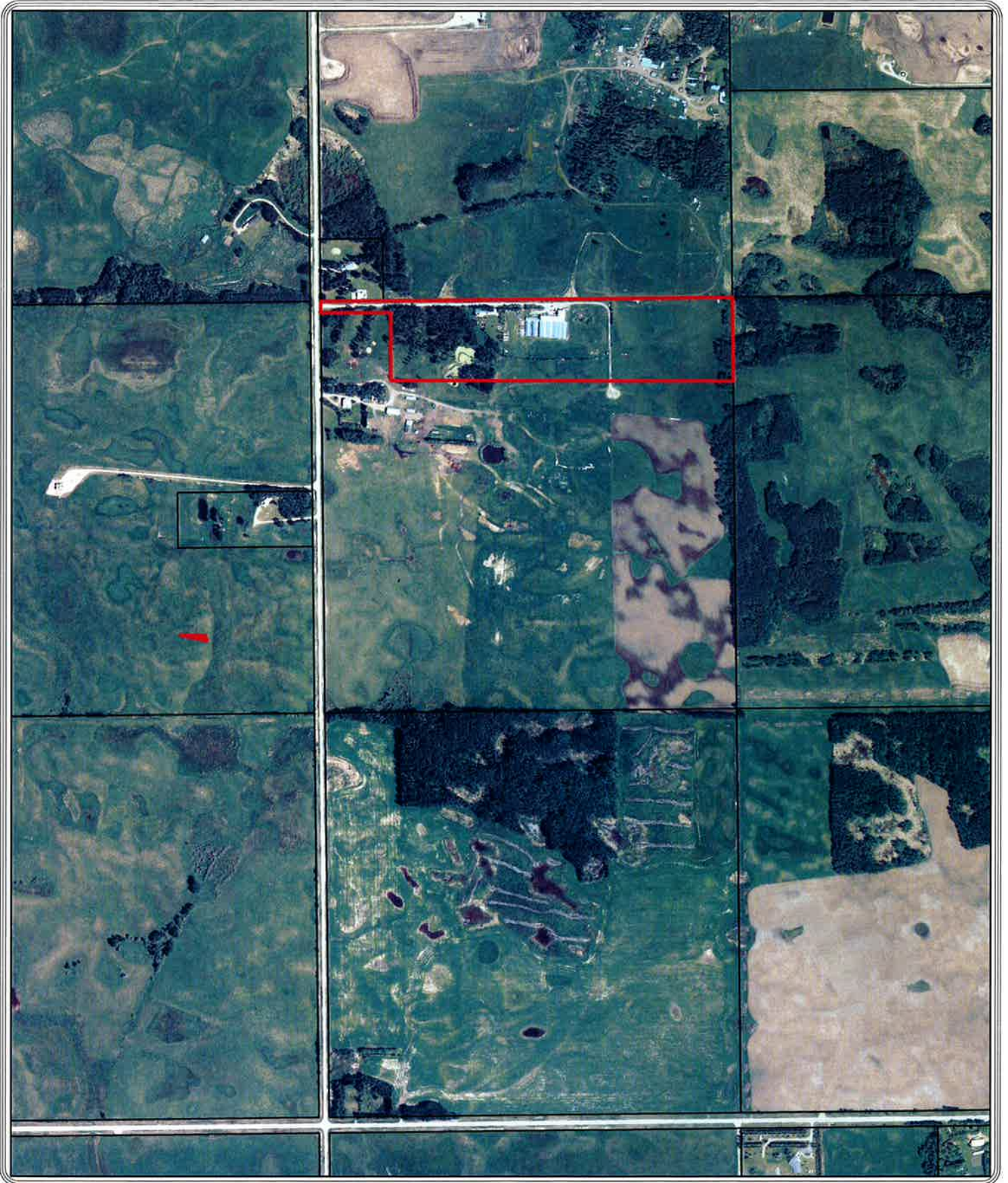
1. In addition to other provisions of this Bylaw, the Development Officer may require landfill sites, gravel and sand pits, sewage facilities and other visually offensive uses to be screened from view with vegetation and/or other screening of a visually pleasing nature.
2. Reclamation to standards acceptable to the Development Officer may be required following abandonment of all or any portion of a gravel or sand pit, sawmill or other land surface disturbing operation.



**Application 05/18 to Amend the Land Use Bylaw
Redistrict +/- 27.7 acres in PT SW 23-37-04 W5M
From Agriculture District "A" to Intensive Agriculture District "IA"
Combined with Subdivision Application No. 21/3487
Lyle Conway on behalf of Qualtec Greenhouses Inc.**

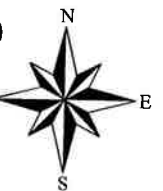
1:5,000





**Application 05/18 to Amend the Land Use Bylaw
Redistrict +/- 27.7 acres in PT SW 23-37-04 W5M
From Agriculture District "A" to Intensive Agriculture District "IA"
Combined with Subdivision Application No. 21/3487
Lyle Conway on behalf of Qualtec Greenhouses Inc.**

1:10,000





REQUEST FOR DECISION

SUBJECT: Village of Caroline – Clearwater County ICF-IDP-MDP Project Outline and Terms of Reference		
PRESENTATION DATE: June 12 th , 2018		
DEPARTMENT: Planning & Development	WRITTEN BY: Keith McCrae / Director, Planning & Development	REVIEWED BY: Rick Emmons / CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Part 17 of the MGA		
STRATEGIC PLAN THEME: Managing our Growth	PRIORITY AREA: Planning	STRATEGIES: Ensure appropriate land use planning
ATTACHMENT(S): Caroline/Clearwater ICF-IDP-MDP Project Outline and Terms of Reference		

STAFF RECOMMENDATION:

That Council receives the “Caroline/Clearwater ICF-IDP-MDP Project Outline and Terms of Reference” as information, and that they appoint 2 Council members and the CAO to the Caroline/Clearwater Intermunicipal Committee.

BACKGROUND:

As Council is aware, we are in the process of creating an Intermunicipal Collaboration framework (ICF) and an Intermunicipal Development Plan (IDP) with the Village of Caroline, including related updates to the existing Village of Caroline Municipal Development Plan (MDP). The purpose of this project is to comply with the MGA requirements for an ICF and IDP to be in place by April 1, 2020 and to ensure that all statutory plans used by the Village and County, as they apply to the area around Caroline, are consistent with one another. A copy of the “Project Outline and Terms of Reference” is attached for information. It should be recognized that the Caroline/Clearwater Intermunicipal Committee may adjust the terms of reference as they proceed. Also, target dates mentioned in the document may be adjusted as the project proceeds, but the intent is to move the process along to finish well before the April 1, 2020 deadline.

Administration is requesting that Council appoint two (2) Council members and the CAO to the Caroline/Clearwater Intermunicipal Committee. The Village of Caroline will do the same. The Committee is tasked with overseeing and providing feedback throughout the project. They are expected to recommend an IDP and ICF to the rest of Council. During the process the committee will need to keep all of Council up to date on progress and issues as needed. The target date for the Committee’s first meeting is the week of June 18-22, 2018.

Caroline - Clearwater ICF-IDP-MDP Project Outline and Terms of Reference

Project Description

The project will create:

1. an intermunicipal collaboration framework (ICF),
2. an intermunicipal development plan (IDP) between the Village of Caroline and Clearwater County and,
3. related updates to the Village of Caroline municipal development plan.

The purpose is to comply with the MGA requirements for an ICF and IDP to be in place by April 1, 2020 and to ensure that all of the land use statutory plans used by the Village and County, as they apply to the area around Caroline, are consistent with one another.

For the ICF, the project will undertake background information collection about current services, workshops to review the current services, set out principles for determining the services that should be shared, listing the services that are proposed to be shared, laying out an approach to implement the arrangement and process to update or establish the required agreements for each service.

For the IDP, the partnership will review background information and context for the geographic area around the village that may be covered in the plan and through a series of workshops develop a mutually agreed upon plan. Public review of the proposed plan will be undertaken during the planning process and prior to formal adoption.

For the municipal development plan (MDP) updates, the partnership will facilitate discussions about the future development in and around the village and, where needed, adopt new or revised policies that reflect the resulting direction consistent with what is proposed for the IDP. Similar to the IDP, public review will be undertaken as the changes are prepared and prior to their formal adoption.

Expected outputs include a broad public consensus on the future direction and form of growth and development in and around the Village of Caroline and surrounding County areas. This direction will be implemented through the policies of the intermunicipal development plan and the updated or amended municipal development plan.

Expected outcomes also include a formal intermunicipal collaboration framework bylaw reflective of the expectations of the MGA and the ICF regulation. The bylaw will document the arrangement between the Village and County on how best to deliver services to residents, both current and future, and properties in the vicinity of the village in the most efficient and economic fashion.

Concrete and tangible products will include:

- (1) Caroline - Clearwater Intermunicipal Collaboration Framework Bylaw
- (2) Caroline - Clearwater Intermunicipal Development Plan (referenced in the ICF)
- (3) Village of Caroline Municipal Development Plan (updated and new document)

Project Roles and Responsibilities

Each municipality will be involved in the carrying out of the project at the Council and Administrative levels. This includes participating in Committee Meetings (which will act as the project steering committee) for discussions around the content of the various documents and plans and decisions about the process steps to be undertaken. It is expected that the Committee overseeing the project will be modeled on the Stronger Together protocols for intermunicipal cooperation agreed upon by Clearwater County and the Village of Caroline.

Administration from each partner will be involved in the collection of relevant background materials for the ICF, IDP and MDP amendments and review of all draft and proposed materials.

Council and Administration representatives of the participating municipalities will also assist with public engagement and discussion opportunities related to the plans.

Finally, each partner will consider bylaws to adopt the ICF, IDP and MDP amendments.

Protocols for Discussions

The Village of Caroline and Clearwater County are signatories to the Stronger Together protocols which lay out the agreed upon means and ways of municipal cooperation between the two municipalities. The Stronger Together protocols are a reflection of the 10+ years of mutual cooperation that has existed between the Village and County. In essence, the protocols and the practice of the two partners has been to have open and frank discussions about issues of mutual interest with a view to finding solutions that best serve the region. This approach is expected to be applied to this project.

Where difficulties in reaching consensus are encountered, the Stronger Together protocols relating to resolution of differences will be used. This starts with discussion and negotiation and, if necessary, moves on to mediation and final proposal arbitration.

Project Work Plan and Timeline

Phase 1: Inventory of services and background information related to plan area

Main Activities:

- prepare matrix table and description of type of information required for ICF then meet with and collect information from both Administrations
- prepare text and graphics describing existing services and fill in matrix with follow up inquiries with both Administrations as needed
- circulate completed inventory to both Administrations for review
- collect information about IDP study area and undertake site and field investigation

- prepare background report and analysis of IDP study area and summary of current planning policies in Village and County MDPs and existing statutory plans

Target Dates (“no later than”):

May 14, 2018 completed inventory sent to Administrations

Codes/Labels for Each Process:

STREAM A = ICF Process
 STREAM B = IDP Process
 STREAM C = Village MDP Process

STREAM A and STREAM B: Start-up Arrangements

Main Activities:

- joint council meeting (possibly include Rocky Mountain House and Burnstick Lake) to describe ICF/IDPs and ask Municipal Affairs to attend and present
- appointment of steering committee/negotiating committee members by respective councils
- start-up meeting for steering committee for Caroline - Clearwater ICF/IDP process – map out logistics

Target Dates (“no later than”):

May 31, 2018 meeting of Councils and Municipal Affairs presentation complete

June 8, 2018 appointment to steering committee by Clearwater and Caroline Councils

June 22, 2018 start-up meeting of steering committee focusing on initial thoughts and process and review of background report

STREAM C: Caroline MDP Start-up

Main Activities:

- session with Village Council to review overall process to update MDP
- map out logistics and key dates to link to IDP process

Target Dates (“no later than”):

June 29, 2018 meeting with Village Council and setting out of process for MDP

Phase 2: Gathering input and ideas and setting visions and principlesMain Activities:

- STREAM A - workshop of steering committee to develop principles for sharing services for ICF, draft principles and update matrix based on application of principles
- STREAM B and STREAM C - public engagement event for input and visioning sessions for long term desired future of IDP plan area and Village or Caroline
- STREAM A and STREAM B - review updated ICF matrix with steering committee to confirm list of services to be shared, review of public input and outcomes of visioning sessions, and draft vision statement and planning principles
- STREAM C - review of public input and outcomes of visioning sessions with Village Council and draft vision statement and planning principles

Target Dates (“no later than”):

July 27, 2018 public notification of planning processes and invitation to open houses/vision workshops

August 10, 2018 workshop with ICF/IDP steering committee - principles

August 17, 2018 open houses/workshops held for IDP and MDP

September 7, 2018 meeting with Village Council to review input and draft vision

September 14, 2018 meeting with ICF/IDP steering committee – input and draft vision

Phase 3: Confirming directions and drafting plans and frameworkMain Activities:

- STREAM A - lay out broad approach for each shared service not covered by an existing agreement and summarize arrangement for each shared service covered in an existing agreement
- STREAM A - create schedule for preparing new and amended agreements

- STREAM B - draft plan for new IDP
- STREAM C - draft update to Village MDP
- STREAM A - circulate draft matrix to both Administrations and meet to review
- STREAM A - revise matrix as needed, circulate to ICF/IDP Committee and meet to review (may be multiple meetings)
- STREAM B - review draft IDP with ICF/IDP Committee
- STREAM C - review draft MDP update with Village Council

Target Dates (“no later than”):

September 28, 2018	draft matrix on shared services and draft IDP circulated to both Administrations
October 19, 2018	meeting for Administrative reviews of draft matrix and draft IDP
October 19, 2018	meeting Village Council to review draft MDP
November 16, 2018	meeting of ICF/IDP Committee to discuss draft matrix and revisions and draft IDP

Phase 4: Public review and input on draft plans and completing framework

Main Activities:

- STREAM A - write administrative sections of ICF and complete draft bylaw document
- STREAM B and STREAM C - hold public engagement events for review of draft IDP and draft MDP
- STREAM B and STREAM C - send proposed statutory plans to referral agencies for comments
- STREAM B - summarize input and circulate and review possible responses with ICF/IDP Committee
- STREAM C - summarize input and circulate and review possible responses with Village Council
- STREAM A – review draft complete ICF bylaw with both Administrations
- STREAM A – circulate and review draft complete ICF bylaw with ICF/IDP Committee

Target Dates (“no later than”):

January 4, 2019	public notice of open house and review of draft IDP and MDP and sending to referral agencies
January 25, 2019	open house on draft IDP and draft MDP
February 1, 2019	review draft complete ICF bylaw with both Administrations
February 8, 2019	summary of input and possible responses
February 22, 2019	meeting with Village Council to review input and possible revisions to MDP
March 1, 2019	meeting with ICF/IDP Committee to review input and possible revisions to IDP
March 15, 2019	meeting with ICF/IDP Committee to review draft complete ICF bylaw

Phase 5: Finalizing plans and framework for adoption

Main Activities:

- STREAM A and STREAM B - prepare adopting bylaws and reports to Councils
- STREAM A - presentation to each Council (could be joint meeting)
- STREAM A - host public hearing for IDP – joint meeting on both Councils
- STREAM C - host public hearing for MDP
- delivery and publishing of adopted plans and framework

Target Dates (“no later than”):

April 26, 2019	presentation on ICF to both Councils
May 17, 2019	first reading of bylaws for IDP adoption
May 17, 2019	first reading of bylaw for MDP adoption
May 24, 2019	public notification and referrals for plans
June 28, 2019	public hearings held and adoption of plans
July 26, 2019	adoption of ICF bylaw by each council
August 9, 2019	delivery of all final approved documents



DELEGATION

SUBJECT: Bear Creek Folk Festival Productions – Sarah Card and Gordie Haakstad, Production Team Members		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Lynn Haight, Executive Assistant	REVIEWED BY: Rick Emmons, Chief Administrative Officer
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Community Well-Being	PRIORITY AREA: Sustain the recreation, cultural and quality of life needs of the community.	STRATEGIES: 3.1.2 3.1.6
ATTACHMENT(S): June 1, 2018 Correspondence, Project Overview, and Production Team Overview		

STAFF RECOMMENDATION:

That Council receives Bear Creek Folk Festival Delegation's presentation for information.

BACKGROUND:

Roger Smolnicky, Directory of Recreation and Community Services, Town of Rocky Mountain House, is working with members of the Bear Creek Folk Festival Production Team to find opportunities to bring a music folk festival event to the Town of Rocky Mountain House in 2020.

Sarah Card and Gordie Haakstad, Production Team members, will give Council an overview of music festival production and the benefits such an event would have to this community. Town of Rocky Mountain House Council received a similar presentation on May 18.

June 1, 2018

To County Council, et al.,

Thank you for the opportunity to participate in the discussion of bringing an annual music festival to Rocky Mountain House and the region in the summer of 2020. To give a very brief background, we were approached by Roger Smolnicky and Merrin Fraser who requested information about our team producing the festival. Based on our handful of conversations, it is our understanding that the idea of a festival is still in its infancy and that we are coming before council to discuss the potential scope, feasibility, benefits, and logistics of us helping to create a multi-day music event. We were able to visit Rocky Mountain House in mid-May and got the opportunity to visit the potential festival site and were introduced to some of the community. Based on very initial brainstorming, we believe we can create a wonderful festival for the region.

Our background is production. We have a strong team with significant combined skills and experience in large events, with a focus on festivals. The Bear Creek Folk Festival, which we founded in Grande Prairie, is now in its third year and has quickly become nationally recognized as a world-class event. It brings thousands of visitors into the region, and over a million dollars into the local economy each year. After its first year, it had already gained status as the single largest tourist draw in Grande Prairie's history.

Planning a festival is a large undertaking, yet it can be a very rewarding event for a community. The positive impacts we have seen with the Bear Creek Folk Fest for Grande Prairie are many, and they are still growing. We are excited at the prospect of bringing a similar legacy event to Rocky Mountain House.

Enclosed you will find some information about general financial benefits of cultural (and specifically musical) events for an area, as well as a quick overview of some of our core team.

At this stage our main goal is to try and understand your expectations of the project and to give you the best feedback we can. If you have any questions or require clarification beyond our in-person meeting, please don't hesitate to contact us.

Regards,



Sarah Card

Project Overview

At this early stage, the most important thing is for us to understand what type of festival Rocky Mountain House wants. We are producing *your* festival and it's important that expectations are clear on both sides so we can work toward a common vision. Getting this foundation set will guide our discussions in terms of feasibility and the resources/planning a festival will require.

One of the biggest decisions at the onset will be the artistic scope. The "size" of the headliners, the number of stages, and the number of days, will directly affect the budget of the festival more than any other decision.

Likewise, the artistic scope will heavily influence this event's tourist draw. To make this a major tourist event, there needs to be a level of "star power" amongst the headlining musicians that people will travel to see. The adage, "you must spend money to make money" rings true here as well. The larger the draw desired, the larger the headliner has to be; the larger the headliner, often the larger their fee. Saving money by hiring smaller-named artists can look good for the budget, but lost revenue will often follow.

The key to creating a feasible music festival with a healthy tourist draw is all in balancing the artistic budget with reasonable expectations. It's also important to realize that festivals take multiple years to establish themselves. Therefore, to give this musical festival its fair shake, this project needs to be seen as a multi-year commitment.

Community Impact

Music festivals can impact a community in many positive ways, including:

- economic injections through tourism and direct spending
- shining a [positive] spotlight on the region, and
- building community "capital" by increasing regional pride and adding to the quality of life.

Another major component of an event of this scale is the volunteer team. It's needed to run the site and provide a positive experience to performers and audience. While finding and organizing a volunteer team of a few hundred people is a large task, creating a volunteer family like the one we have at the Bear Creek Folk Fest builds a strong community within the community who looks forward to contributing to the regional event.

Economic Impact Overview

Impact of Music and Culture to an Economy

For visitors into a region, studies show that cultural tourist events lead to longer stays and more money per person spent into the local economy. *“Arts and culture tourists outspent typical tourists in Ontario at a rate of almost two to-one” and “stay longer and spend more”* [Ontario Arts Council, 2012, p. 5]

Once a visitor is in town, it is often cultural outings and events that they most likely prefer: *“... more than 30% of regional travelers and 40% of long-haul travelers citing dining, arts and culture as what they are most interested in doing”* [Tourism Calgary, December 2013, p. 18].

The creative sector plays a vital role in attracting companies and individuals from a wide industrial base: *“Access to talented and creative people is to modern business what access to coal and iron ore was to steelmaking. It determines where companies will choose to locate and grow, and this in turn changes the way cities must compete.”* [Florida, 2002, p. 6].

For economic diversification and future growth, a strong arts culture is key to bringing and retaining a vibrant workforce. *“Alberta’s rich arts ecosystem indicates that Alberta is about more than just work; the arts sector helps attract and retain the knowledgebased and skilled workers and their families that the province needs to grow and prosper in communities that show significant participation in the arts.”* [Alberta Foundation for the Arts, February 2013, p. 24].

Specifically as related to music, David Goldstein of the Tourism Industry Association of Canada said *“Music festivals are one of the most compelling tourism products which spark economic growth in all regions of the country.”* [National Music Centre, November 2014, p. 10].

Music Festivals’ Specific Impact

Larger Alberta-based folk festivals bring millions of dollars annually into their local economies. This is primarily done through:

- Dollars spent by our thousands of out of town attendees on hotels, campgrounds, food, travel, entertainment and more
- Hotels nights to house the folk fest performers and crew
- Local services hired by the festival (porta potties, fencing, equipment)
- Locally sourced food to feed the performers
- Income earned by the local food and craft vendors

As an example, the Canmore Folk Festival brings into its economy approximately \$3-4 million annually; it is statistically on par with other similarly sized-events. Heading into only its third

year, the Bear Creek Folk Festival sees thousands of out of town attendees arrive specifically for the event, and brings over a million dollars into Grande Prairie's local economy per year. It's projected that over the next 5-10 years, the Bear Creek Folk Fest will be able to hit the same numbers as the Canmore Festival.

Businesses and local tourism

The mayors of both Edmonton and Winnipeg will attest that a major folk festival is often one of the biggest – if not the biggest, tourist attraction for most cities that have one. Camrose's Big Valley Jamboree is another strong testament to the tourist draw that music festivals can realize: it sees approximately 25,000 people over their four day event.

To create a similar impact for Rocky Mountain House, we feel that it would be important to engage and include the town as much as possible in this proposed festival. This would include using as many local services as possible, giving preference to local vendor and craftspeople applications, and including at least one or two local performers in the lineup each year. Additionally, we would use the event as a platform to promote other local attractions to the out of town attendees.

References

Alberta Foundation for the Arts. *Arts Impact Alberta: Ripple Effects from the Arts Sector*. February 2013. Available at: <http://www.affta.ab.ca/Arts-In-Alberta/AFA-News/Arts-Impact-Alberta-Ripple-Effects-from-the-Arts-Sector>

National Music Centre. *Fertile Ground*. November 2014. Available at: http://www.nmc.ca/wp-content/uploads/2014/11/FertileGroundReport_FINAL-web.pdf

Florida, Richard. *The Rise of the Creative Class: and How it is Transforming Work, Leisure, Community, and Everyday Life*. 2002.

Ontario Arts Council. *Ontario Arts and Culture Tourism Profile*. November 2012. Available at: <http://www.arts.on.ca/AssetFactory.aspx?did=8778>

Tourism Calgary. *Tourism Calgary 2014-2016 Strategic Plan*. December 2013. Available at: <http://www.visitcalgary.com/industry-members/research/strategic-plan>

Production Team Overview

Sarah Card

Sarah is the founder and producer of the Bear Creek Folk Music Festival in Grande Prairie. In her role she steers the overall vision for the event by developing the lineup through artist bookings. Additionally she is responsible for contracts, scheduling and logistics, creating and managing the festival budget, coordinating fundraising, grant writing, and marketing.

Over the past decade, Sarah has spearheaded countless concerts, tours and multi-musician showcases. She has managed every aspect of productions, from bookings to promotion, fundraising, logistics and organization of the events themselves. In the process, Sarah has become a well-respected member of the music community and has amassed a large number of allies, as well as a deep knowledge of the industry.

Sarah's experience within the Canadian folk music industry has extended beyond producing. Prior to founding the Bear Creek Folk Festival, she spent many years touring across Canada and overseas as a violin player in a folk duo. Overall, her 18 years in the Canadian music industry and countless connections, including many of the key figures and many of the prominent touring artists in the country, has given her the strong ability to find exciting music across a vast variety of styles and genres and navigate the challenging landscape of booking incredible artists for large events.

Gordie Haakstad

While relatively new to the music industry, Gordie is no stranger to large-scale productions. As an award-winning feature film writer and director, he has worked on films with multi-million dollar budgets and led vast cast and crews. His 15 years of experience in the entertainment industry and high-pressure deadlines has translated well into the world of music festivals.

Helping from its inception, Gordie played an integral role in founding the Bear Creek Folk Music Festival. With his strong logistical sense, he oversaw the creation of the festival's physical site which accommodates over 4,000 people per day: from artists to patrons, and volunteers to crew. His background in visual media helped him collaborate on multiple graphical elements for the fest's promotional materials; and his technical skills range from web design to coding.

Additionally, Gordie was on the founding board of the festival's not-for-profit society, where he still serves as president. He has assisted in strategic planning, marketing and grant writing, licenses and permits, and organizational leadership; and he is indispensable with his troubleshooting skills throughout the festival including setup and teardown.

David Banks

David Banks is the active Production Manager for multiple Alberta festivals, including The Bear Creek Folk Festival, the Medicine Hat Jazz Festival, and Edmonton's Kaleidofest and Deep Freeze. As such, he has overseen many aspects specific to their technical and operational requirements. His experience of working directly with crew, artists, staff, and volunteers has allowed him to maintain an efficient and safe working environment.

His vast array of skills make David a vital component to a production team. His coordination efforts include a range from budgeting to contracts, and from site construction to transportation. David's abilities have led him to be contracted by multiple other events, including the Edmonton Folk Festival, and the Calgary Folk Festival.

He also understands the artistic needs of running a festival. David has designed and/or operated audio systems for a wide variety of corporate and musical events throughout Canada and the US. Clients include the Edmonton Oilers, World Heavy Oil Congress, Curling Canada, Allstar Show Industries, Aga Kahn Foundation, and Google Education Canada.



DELEGATION

SUBJECT: Rocky Mountain House Airshow Association - Hannelie Eder, President		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Lynn Haight, Executive Assistant	REVIEWED BY: Rick Emmons, Chief Administrative Officer
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Community Well-Being	PRIORITY AREA: Sustain the recreation, cultural and quality of life needs of the community.	STRATEGIES: 3.1.2 3.1.6
ATTACHMENT(S): 'Rocky Air Show 2018' PowerPoint		

STAFF RECOMMENDATION:

That Council receives Rocky Airshow Association Delegation's presentation for information.

BACKGROUND:

Hannelie Eder, President, Rocky Airshow Association, will attend Council to give a presentation on the Rocky Mountain House Airshow event. The Association also asks that Council consider sponsoring \$10,000.00 to cover various costs for this year's event and, granting permission for the Association to use Clearwater County's North property for parking during the event.

Administration will present a follow-up 'Request For Decision' agenda item at the June 26, 2018, regular meeting to identify budget implications and provide further assessment of the Association's request for Council's consideration.

ROCKY AIR SHOW 2018

Presentation to Clearwater County
June 12th 2018



ROCKY AIR SHOW IS 'AWE' SOME



The Rocky Airshow is seeking a partnership with Clearwater County to conduct a safe and professional Air Show that will reflect well on Clearwater County and Rocky Mountain House, while creating a positive economic spin off to the local economy.

Our two year cycle allows us to leverage access to the military while delivering one of Central Alberta's premiere tourist events.





Air Show Industry Analysis

- Average # of Air Shows in Canada/US per year 325 – 350
- Total Canada/US Air Show attendance:
11-13 million/year averaging from 2,000 – 200,000/show
- Average direct/indirect economic impact of an Air Show held in a community:
\$2.5 – 2.7 million/show*



Air Show Industry Analysis

- **DIRECT ECONOMIC IMPACT - \$40/person**
- **INDIRECT ECONOMIC IMPACT - \$104/person**
- International Council of Air Shows (ICAS) statistical formula shows that the 2013 and 2015 Rocky Air Shows with an averaged attendance of 7500 paid attendees generated an approximate direct economic impact of \$300,000.
- *Direct Impact - the impact generated in businesses that provide goods and services directly to travellers ie restaurants, hotels, gas stations, etc.
- **Indirect Impact – the impact generated by the expansion of businesses that directly supply goods and services to travellers to other businesses or sectors ie food suppliers, fuel suppliers



Economic Impact To Our Communities

- Air Shows attract money from outside the immediate area into the local economy
- People coming and seeing this positive large event's increases which promotes our Community and our reputation grows throughout the Province
- A mid week show encourages people to come early or 'linger' and enjoy many of the amenities the area has to offer. This trickles down to:
 - Hotels
 - Restaurants
 - Gas Stations
 - Retail Stores
 - Camp Grounds
 - Golf Courses
 - Parks
 - Historical Sites



Beyond Economic Impact

- **Municipal Impact** - economic development, media exposure
- **Socio Cultural Impact** - job creation, civic pride, volunteer and leadership development, partnership development
- **Tourism Impact** – Promotion of Rocky Mountain House through a partnership with Travel Alberta and other Air Show marketing tools (television profiles, newspaper and print articles and advertising, regional radio, Air Show website, etc.)



2018 Potential Performers (budget contingent)

- Canadian Forces Snowbirds
- Canadian Forces CF 18 Demo Jet
- Team Rocket
- Jerzy Strzyz
- Yellow Thunder Harvard Team
- Pyro Display
- Precision Exotics

Requested Static Displays

- RCAF C-130 Hercules
- RCAF CP-140 Aurora
- RCAF CC-138 Twin Otter
- RCAF CC-115 Buffalo
- RCAF CT-142 Dash 8
- RCAF CH-124 Sea King
- RCAF CH-146 Griffon
- RCAF CH-149 Cormorant
- RCAF CH-147 Chinook
- RCAF CF-18 Hornet
- RCAF CH-148 Cyclone
- RCAF CT-155 Hawk
- RCAF CT-156 Harvard II





WHAT ARE THE BENEFITS TO CLEARWATER COUNTY?



COMMUNITY RELATIONS



INCREASED TOURISM
NUMBERS

COMMUNITY PROFILE



Rocky Air Show 2015 vs 2018

- An Air Show is a major logistical undertaking. Based on the feedback and post show analysis, improvements needed to be made or perceived to be made, are in the following key areas:
 - people moving – parking and bus traffic
 - building relationships with our corporate/government partners
 - include other family based entertainment with the Air Show
- New ideas for the 2018 Rocky Air Show
 - improved people moving
 - looking to add other family based entertainment





Partnership Proposal

- The Rocky Air Show has the largest attendance of any event in the area
- The Rocky Air Show dispenses almost 5000 free tickets to area school children under the age of 12
- The Rocky Air Show has consistently been ranked as one of the best Air Shows in Canada, as it meets a higher Standard
- The Rocky Air Show has consistently been a favoured location for 1 Canadian Air Division for the exemplary hospitality provided by the Air Show team.

Partnership Proposal Continued

- Rocky Mountain House Airshow is the only Airshow in Alberta to not receive Municipal Government financial support
- Because of our airports recognition and practice grounds for aerobatics, this airport is Western Canada's Capitol of Aerobatic's and most of the money from the Rocky Air Show remains in the community

Partnership Proposal Continued

- The Rocky Air Show is requesting the following:
- Clearwater County Sponsorship– \$10,000.00
- Sponsorship funds will go towards civilian contract fees, hotels, rental cars and various other expenses to put on the show.



What's In It For You?

- Tourism opportunities created by working as a partnership with Clearwater County, the Town of Rocky Mountain House and Travel Alberta.
- Recognition in all advertising, written documentation as well as mainstream and social media as a premiere sponsor.
- David Thompson Country Tourism Brand Booth at the Airshow.
- Significant profile at the show will not only be visual but audio through our professional announcers.
- Immediate and long term economic benefits both direct and indirect

Thank You to all of the 2015 SPONSORS

Cash Sponsors

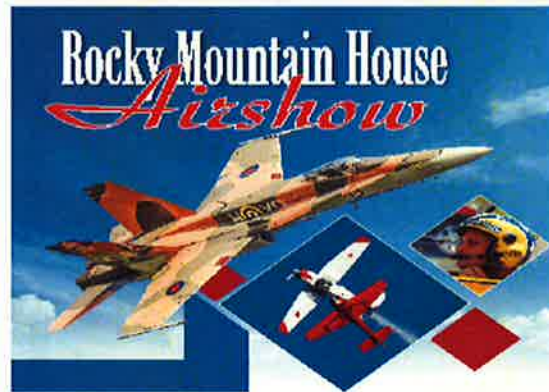
Thank you to the following businesses for their generous contributions to the show. Without sponsors and partners this show would not happen.

- | | | |
|-------------------------------|---------------------------|----------------------------------|
| Scotiabank | Sebye | Century 21 Realty |
| WFW | Tri Energy | Lipsy Oilfield Services Ltd |
| Chalard Pipeline | Twin City Enterprises | Rayl Canadian Lamin |
| Okwado Prosource Services Ltd | Quintec International Inc | Rocky Mountain Hydraulic Bearing |
| AW Trucking | Rocky Credit Union | 8-S Entry Grades |
| Fisherroy's | © W. Bowman Plumbing Ltd | Rocky Medical Clinic |
| Rocky Funeral Services | | |

In Kind Sponsorship

- | | | |
|---------------------------------|-----------------------------------|---------------------------|
| AAW | DV Rentals | Northern Malisee Sales |
| Alterra Parks RMH District | Edwards Garage | Oil Buss Rentals |
| Competition Offices | Footfalls Book Rentals | Ons Communications |
| B&R Estate Transport | Galaxy Sales & Service | Panago Pizz |
| B & A.R. Medical | Grandriver Blaps | Pabbie Ridge Coffee House |
| BW Publisher Broadcasting | Gilley's Dash House | Rainbow Food |
| Boston Pizza | Hart Detail Rentals Ltd | Rainy Creek Powerparts |
| Canadian Pines King | Hayshaker Bobcat Services | RMH Search & Rescue |
| Coastline Vac Services | Helix Suspension Services | Solely |
| Cleanwater Oilfield | J & A Oilfield Services | Skyline deSigns |
| Cleanwater Regional Fire | Junior Forest Warden | Sebye |
| Rescue Services | Kentucky Fried Chicken | Sibersy |
| Dairy Queen | MAA Washhop | Thud Rear |
| Denny's Pizza | MacCannans | The Sandwich Hutch |
| Dominic's Pizzeria | Memo Romano's | Tim Hortons |
| Dora's Roadhouse | Nick & Leslie's Family Restaurant | Tom Yanachanko |
| Doran Stewart Oilfield Services | | West Blitch Advertising |

A huge thank you to the Airshow Committee, The Rocky Mountain House Airshow Society Board of Directors, our valued volunteers and the community for the continued support.

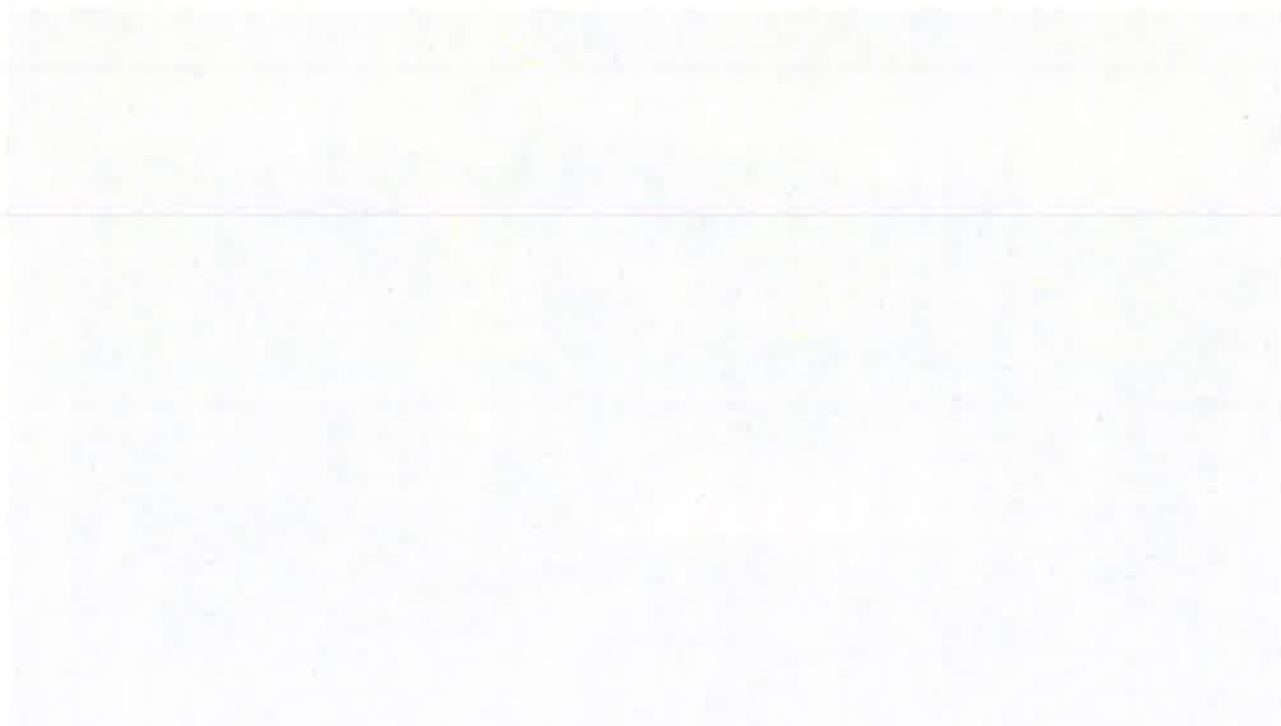
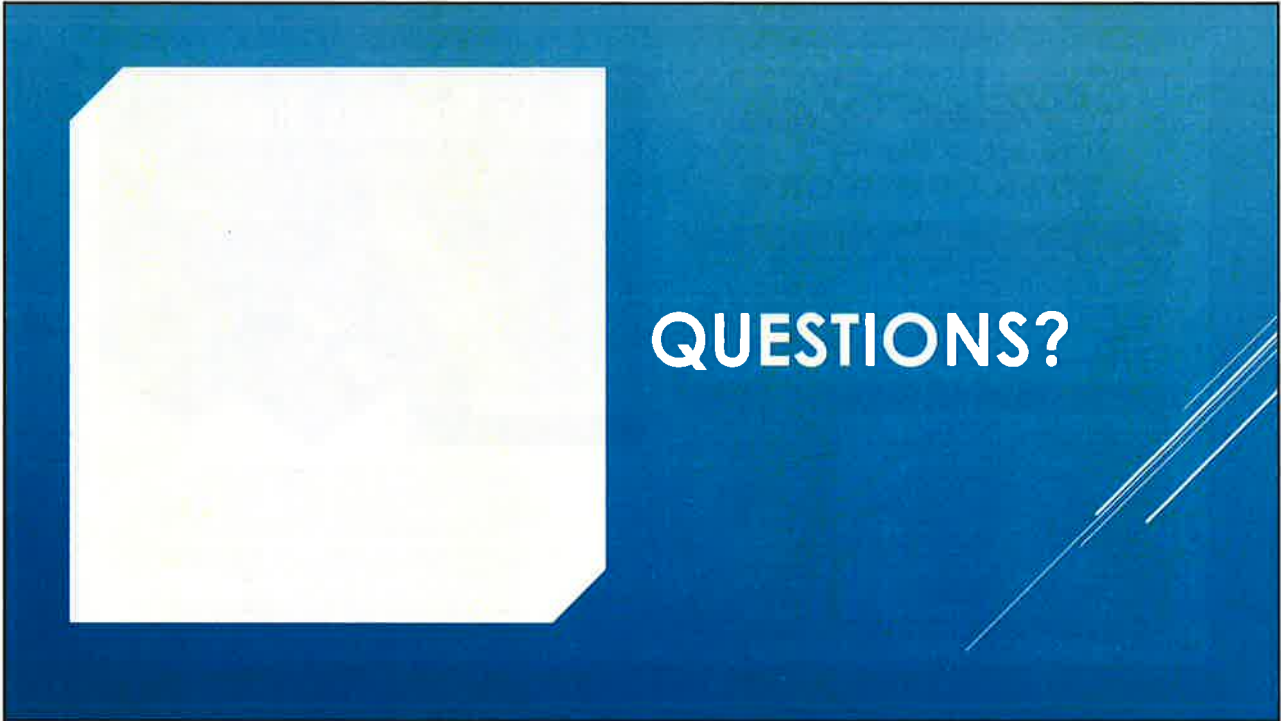


We have invited some of the most recognized air show performance teams in Canada such as the Canadian Forces Snowbird Team, CF18 Demonstration Team, the Canadian Forces Skyhawks, as well as various civilian acts. We are so fortunate to have them for our show, and we encourage you to partner with us in bringing exceptional talent to Rocky Mountain House.

Crowds of between 6,000 - 10,000 have been on hand at the past shows to witness this unique evening performance along with static displays, food booths, pyrotechnics and more.

In 2014 we had over 200 volunteers and 6 community groups help make the event successful. With the support from our sponsors we were able to donate \$5,500 in honorariums to these community groups.







DELEGATION

SUBJECT: Sundre Forest Products West Fraser – Tom Daniels, Forestry Superintendent		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Lynn Haight, Executive Assistant	REVIEWED BY: Rick Emmons, Chief Administrative Officer
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Facilitate community engagement in planning and decision making.	STRATEGIES: 2.3.3

STAFF RECOMMENDATION:

1. That Council receives the Sundre Forest Products|West Fraser Delegate's presentation for information.
2. That Council directs Administration to coordinate a date for Sundre Forest Products|West Fraser Woodlands, Mill & Operations Tour with Town of Rocky Mountain House and Village of Caroline Councils; and, authorizes councillors' attendance at the scheduled tour.

BACKGROUND:

Tom Daniels, Forestry Superintendent, Sundre Forest Products|West Fraser, will give an overview of West Fraser's forest management practices, operations within Clearwater County and, its economic contributions to the region.

Mr. Daniels would also like to extend an invitation for Council to jointly participate with the Town of Rocky Mountain House and Village of Caroline Councils in a tour of West Fraser's mills and bush operations sometime before winter sets in. This will provide Council with an opportunity to further engage with West Fraser to better understand forest management and local operations.



DELEGATION

SUBJECT: Shock Trauma Air Rescue Service (STARS) Foundation – Greg Schmidt, STARS Northern Base Director		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Lynn Haight, Executive Assistant	REVIEWED BY: Rick Emmons, Chief Administrative Officer
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Community Well-Being	PRIORITY AREA: Create a safer community through building a sense of belonging and community pride.	STRATEGIES: 3.2.1
ATTACHMENT(S): 'We Are All STARS' PowerPoint		
STAFF RECOMMENDATION: That Council receives the STARS Foundation Delegate's presentation for information.		

BACKGROUND:

The Shock Trauma Air Rescue Service (STARS) Foundation, a charitable not-for-profit organization, provides emergency medical transportation by helicopter to critically ill and/or injured residents in Western Canada.

Greg Schmidt, STARS Northern Base Director, will give an update on services, related statistics and, a request for Council to consider funding STARS annually at \$2.00 per capita for a four-year term.

Historically, Clearwater County annually budgets \$6,000 (\$0.50 per capita) to help support STARS operations in this area. To prepare for 2019 budget discussions taking place later this year, an agenda item will be presented to Council at the June 18, 2018, Agenda & Priorities Council Committee meeting to consider STARS request for increased funding.



STARS 2016/17 YEAR IN REVIEW

>36,000 MISSIONS SINCE 1985

3,022 MISSIONS THIS YEAR

88 EMERGENCY CALLS A DAY

9/6 MISSIONS A DAY

11 HELICOPTERS

161 COMMUNITIES IN 2017

41,328 DONORS AND THREE PROVINCIAL GOVERNMENTS MADE IT ALL POSSIBLE. THANK YOU!

FOR MORE INFORMATION, VISIT STARS.WAIVER.ORG

TIME – TOOLS - TALENT

Bringing critical care to the patient



TIME – TOOLS - TALENT

Bringing critical care to the patient



LEADING EDGE OF TECHNOLOGY

Re-cap of specialized critical care equipment



Hamilton T-1 Ventilator
Fully Featured ICU
Adult / Pediatric / Neonatal



I-Stat Lab



Video Laryngoscope



Portable Ultrasound



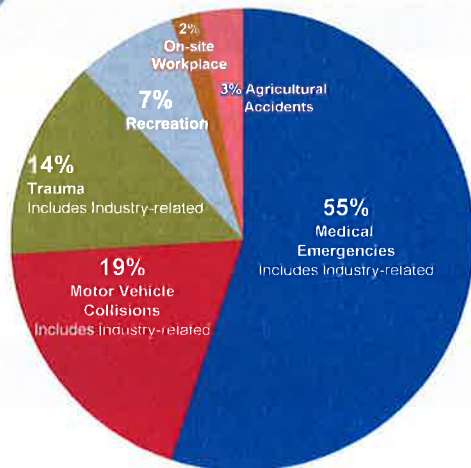
**12 Lead ECG
Defibrillator**



EZ-IO Drill

TYPES OF MISSIONS FLOWN

Need and Demand



Types of Missions

- Medical Emergencies 55%
- Motor Vehicle Collisions 19%
- Trauma Related 14%
- Recreational Accidents 7%
- Industry/Workplace Accidents 2%
- Agricultural Accidents 3%

CLEARWATER COUNTY

Averaging approx. 4 missions per month



Mission Breakdown	2013	2014	2015	2016	2017	TOTAL
Near Caroline	2	6	6	4	4	22
Near Cline River	1	1	1			3
Near Condor		1				1
Near Harlech			2	3		5
Near Nordegg /Nordegg River	4	3	6	6	1	20
Near O'Chiese IR				3	1	4
Rocky Mountain House Inter-facility	27	31	27	18	27	130
Near Rocky Mountain House	11	11	9	10	3	44
Near Saskatchewan Crossing					1	1
Near Strachan recreation area (SAR)					1	1
Near Sunchild IR		1	1		1	3
Near Ya Ha Tinda Ranch		1		1		2
TOTAL	45	55	52	45	39	236
Averaging 47 missions per year						

* Mission-related cost only represents a value of \$275K in services for Clearwater County
 * Based on 39 missions in 2017

OUR NEIGHBORHOOD

Averages 7 – 8 missions every week



Mission Breakdown	2013	2014	2015	2016	2017	TOTAL
Clearwater County*	45	55	52	45	39	236
Brazeau County*	39	37	46	36	21	179
County of Wetaskiwin*	53	56	38	63	48	258
Ponoka County*	33	25	28	11	14	111
Red Deer County*	68	75	83	96	98	420
Lacombe County	11	10	11	10	10	52
Mountain View County*	46	57	77	59	55	294
MD of Bighorn*	26	30	32	28	26	142
Yellowhead County	48	65	46	22	25	206
TOTAL	369	410	413	370	336	1898
Averaging 380 missions per year						

* Municipal Initiative Partners

CLEARWATER COUNTY

Thank you for your continued support since 1989!



OUR REQUEST

Consideration to join fellow municipalities @ \$2 per capita

- Current pledge of \$6000 per year expired 2017
- For consideration – A services value of \$275K per year for Clearwater County
- \$2 per capita provides for approx. 3-1/2 missions per year (39 missions in 2017)

Request consideration of 4 year pledge (2018, 2019, 2020, 2021)

- In conjunction with new council term

Ensure safety & quality of life for your residents

Protect and preserve STARS for our future generations





REQUEST FOR DECISION

SUBJECT: Council Compensation Committee Presentation		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Corporate Services	WRITTEN BY: Murray Hagan, Director, Corporate Services	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 checked="" type="checkbox"/> County Bylaw or Policy (cite) Clearwater County Council, Board & Committee Remuneration Policy		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Engagement	STRATEGIES: 2.3.2 Review the input received from various committees and boards, from industry and business stakeholders, and from County residents.
ATTACHMENT: Council Compensation Committee Report		

STAFF RECOMMENDATIONS:

1. That Council receives the Committee's report.
2. That Council determines remuneration rates effective January 1, 2019.
3. That Council dissolves the Council Remuneration Committee.

BACKGROUND:

At its regular meeting held February 27, 2018, Council appointed members to the Council Remuneration Committee and instructed them to carry out their duties in accordance with the Committee's terms of reference.

The Committee has achieved its objectives and has included its recommendations within the attached report. Members of the Committee will attend at the June 12, 2018 regular meeting to present the report to Council and answer any questions Council may have.

As chair, on behalf of our committee, it has been our great pleasure to be a part of the remuneration discussion for Clearwater Council Members. Our mandate was to review and provide a recommendation regarding the current Council Remuneration and hope Council takes our report as information for their future deliberations.

As you are aware, our committee was made up of two (2) past Council members and three (3) Members at Large, of which had business and government experience and resided within the county itself. Our backgrounds allowed us to express multiple points of view, of which some were similar while others were not. Over several great discussions we are comfortable with providing Council a recommendation that is a fair representation of the work being done.

Comparisons to other like county's remuneration - based on size of the county and annual budget to name the larger categories, as well as a survey sent to each Council member that broke down their duties, time accounted for and not accounted for within the current remuneration amounts were the key items the Committee deliberated to formulate our recommendation. The survey feedback was key to move forward, and we thank each of you for your candid responses and comments.

Although there is no legislated requirement regarding minimum or maximum hours a Council member must work, we found that the required Council and Committee meetings each member must attend, along with the homework required for each meeting as well as engaging with the public within their Divisions, made a Council position equivalent to approximately a 0.75 Full Time Equivalent position once we normalized the survey hours submitted to the committee.

Council receives remuneration in two different ways, a regular monthly salary and a Per Diem paid for all meetings they attend. The Committee believes that the current remuneration rate does not compensate Council Members enough for the number of hours and work they do within the community and that their average annual salary should be increased to \$55,000. This increase would move the remuneration rate slightly under the 50th percentile of the 2016 comparative analysis information Administration had provided rather than the bottom quarter they are currently at.

There were several options the committee debated regarding structure of the increase and recommend the following for consideration:

- Council Monthly Salary increase by 8% totalling \$1083.24 (from \$1003.00) which equates to \$12,999 annually,

pg. 1

Council Compensation Committee 'Remuneration Recommendations Report'

As submitted by Committee Members:

Darryl Park, Chair

Lynn Webster

Ken Qually

Dick Wymenga

June 12, 2018

- Deputy Reeve Monthly Salary decreased to \$1083.24 (from \$1250.00) to match regular Council which equates to \$12,999 annually (From \$15,000)
- Reeve Monthly Salary remain the same at a rate of \$2014.00 which equates to \$24,168 annually,
 - o *With respect to the position of Deputy Reeve, within our deliberation of the hours being worked, the committee believed this position’s current annual salary should be decreased to the same rate as a regular Council member. Any duties the Deputy Reeve would engage in as the alternate to the Reeve would be compensated by a Per-diem.*
 - o *With respect to the position of Reeve, the committee found that although the Reeve has more responsibilities than a Council member, that position is compensated on a Per Diem basis for the meetings they hold/attend at this position level and that their current salary rate is sufficient to compensate for time spent outside of meetings.*
- An increase of 5% to the Per Diem rates,
- Our committee did not include Benefit value within Councils’ total compensation package and that they continue to receive this at the current rate.

Using 2016 meeting information and updating the increased number of mandatory Council and Procedures meetings, the Division Remuneration calculations were as follows:

Salary & Per Diem Increase	Div 1 (Reverted to council rate)	Div 2	Div 3	Div 4	Div 5	Div 6	Div 7 (Reeve)	
% Increase	8%	8%	8%	8%	8%	8%	8%	0%
2019 Salary	\$12,999	\$12,999	\$12,999	\$12,999	\$12,999	\$12,999	\$12,999	\$24,168
2019 Per Diem (Based on 2016 PLUS twice # of mandatory council meetings/mth - \$288 paid for each regular council meeting x 24)	\$36,933	\$37,284	\$31,065	\$46,497	\$39,690	\$30,488		\$47,411
Per-Diem Increase %	5%	5%	5%	5%	5%	5%	5%	5%
Per-Diem Increase Total	\$38,780	\$39,148	\$32,618	\$48,822	\$41,675	\$32,012	\$49,782	Avg
Total	\$51,779	\$52,147	\$45,617	\$61,821	\$54,673	\$45,011	\$73,950	\$55,000
New Monthly Salary								
Councilor	\$1,083.24	<i>Difference</i>						
Reeve	\$2,014.00	\$930.76						

It is important to note that the actual remuneration amounts at the end of the 2019 year may differ as the number of meetings we used for our calculation from 2016 and only adjusted for what we know has changed in 2018.



REQUEST FOR DECISION

SUBJECT: Federation of Canadian Municipalities Special Advocacy Fund Payment Request		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Corporate Services	WRITTEN BY: Murray Hagan, Director, Corporate Services	REVIEWED BY: Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Advocacy	STRATEGIES: N/A
ATTACHMENT: FCM Information Brochure, Invoice		

STAFF RECOMMENDATION:

1. That Council considers the payment request from the Federation of Canadian Municipalities in relation to their Special Advocacy Fund and instructs Administration to act accordingly.

BACKGROUND:

In preparation for the 2019 federal election, the Federation of Canadian Municipalities (FCM) has created a 2-year Special Advocacy Fund. The fund is intended to provide resources to campaign with all federal parties to promote the needs and priorities of municipalities throughout Canada.

FCM has provided the attached invoice which offers two payment options as follows:

- Full payment for both years of \$1,050 (including GST) payable immediately
- Year one payment of \$525 (including GST) payable immediately, followed by the same amount due April 1, 2019.

Payment of the invoice is voluntary, and the decision to participate is left to each municipality. This item was not specifically budgeted for 2018, but should not represent a significant challenge for the County to manage.



Dear Members

Your FCM Board of Directors is taking steps to propel local governments to new heights through Federal Election 2019, and the crucial months following. This needs to be our biggest effort ever. That's why, in March, your Board approved a Special Advocacy Fund to help make that happen.

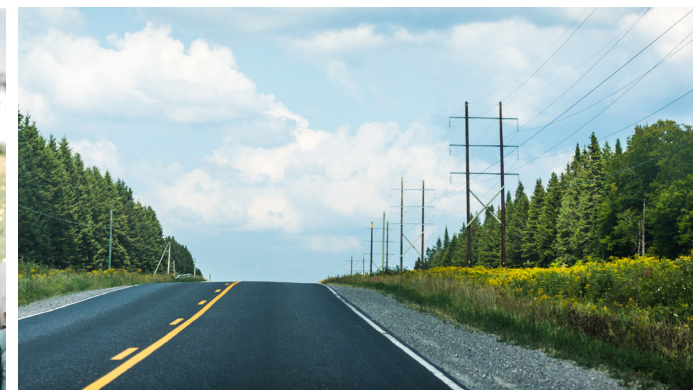
As you know, FCM has a long track-record of delivering gains for municipalities, like the permanent Gas Tax Fund. Starting with Election 2015, we've shaped game-changing investments in local priorities like never before, and we've achieved new levels of influence for local governments. Now more than ever, all federal parties understand that local solutions tackle national challenges.

Our Election 2015 breakthrough has created new opportunities, and new expectations. To seize this moment — and to build on our historic gains — we need the right tools. We can't risk seeing federal parties move on from local priorities. Election 2019 is our vital opportunity to make municipal progress "the new normal," and to keep our priorities front-and-centre for years to come.

As the order of government closest to daily life, Canadians count on us to build more vibrant and livable communities. This is our moment. Together, we can continue to deliver.

J Gerbasi

JENNY GERBASI
FCM President



Seizing Our Moment, Securing Our Future

FCM's Special Advocacy Fund



FCM delivers for municipalities

Starting with our Election 2015 breakthrough, FCM's hard work and influence has significantly shaped historic gains for local governments, including:

- ▶ The **Investing in Canada infrastructure plan** — a 12-year, \$180 billion federal investment in local infrastructure, from public transit to wastewater system upgrades.
- ▶ Canada's first-ever **national housing strategy**, including key commitments to repair and build affordable housing across the country.
- ▶ A strengthened **seat at the table**, including through unprecedented engagement with federal, provincial and territorial ministers, as well as with opposition leaders and the Prime Minister.
- ▶ A **predictable federal allocation model** for transit expansions that put municipalities in the driver's seat.
- ▶ A \$2 billion **rural and northern infrastructure fund** — the biggest investment of its kind in a generation.
- ▶ Better access to **high-speed broadband** through the federal Connect to Innovate program and the CRTC decision to mandate universal broadband access.
- ▶ New **capacity-building programs** on asset management and climate change — led by FCM — as well as a new \$125 million capital investment in FCM's Green Municipal Fund.

Now we need to take the next step

▶ What is the **Special Advocacy Fund**?

The last federal election was a turning point that propelled municipal priorities onto the national agenda like never before. The next election is a vital opportunity to build on those gains. To ensure we have the right tools to seize this moment, FCM's Board of Directors has approved a 2-year Special Advocacy Fund. This fund is supported by FCM members using a fee structure similar to how membership fees are determined.

▶ What will the fund be used for?

The Special Advocacy Fund will drive FCM's largest and most ambitious campaign ever, reaching out to every federal party. It means an intensive, multi-faceted strategy that integrates polling, detailed platform development, sustained outreach, and an innovative communications and media plan. It means an extended campaign that keeps municipal priorities front-and-centre heading into Election 2019, as well as in the crucial first months of a new government.

▶ Is the fund **mandatory**?

The Special Advocacy Fund is voluntary, and not tied to FCM membership. However, it's a vital opportunity for municipalities to take our historic progress to new heights and to continue to deliver for Canadians the same way we always have — together.



“Our choice in the next federal election is simple: either we continue to move forward as local governments, or we fall back. If we get this right, we'll see federal parties competing to support municipal priorities. We'll see a federal government that understands why full partnership with municipalities is the only way forward. Election 2019 is our opportunity to make that happen. We can't leave anything to chance.”

Don Iveson
Mayor, Edmonton, AB



“FCM has proven that it can deliver for communities of all sizes. We saw this in the last election, when our work put local issues on the federal map. We've seen it since then through the unprecedented federal investments that FCM has helped secure. Now we need to take this advocacy to the next level, to build our local priorities into the heart of the next government's mandate.”

Ray Orb
Reeve, Rural Municipality of Cupar No. 218, SK

To learn more about FCM's Special Advocacy Fund, visit fcm.ca/advocacyfund

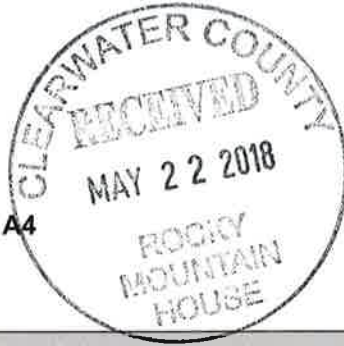


FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

**Special
Advocacy Fund** F2

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613-241-5221
F. 613-241-7440



Leaf, Ron
Clearwater County
P.O. Box 550 4340 - 47th Avenue
Rocky Mountain House, Alberta T4T 1A4
Canada

INVOICE/FACTURE: ORD-18073-X9L0L5

DATE: 05/04/2018

ACCOUNT/COMPTE: 23555

HST # / No. de TVH: 11891 3938 RT0001
QST # / No. de TVQ: 1202728231 TQ 0001

ITEM/DESCRIPTION	RATE/TAUX	TAX/TAXE	TOTAL
Contribution year 1 // année 1	\$500.00	\$25.00	\$525.00
Contribution year 2 // année 2	\$500.00	\$25.00	\$525.00
SUBTOTAL/SOUS-TOTAL:			\$1,000.00
GST/TPS:			\$50.00
TOTAL:			\$1,050.00

Learn all about FCM's Special Advocacy Fund and your voluntary contribution:
<http://fcm.ca/advocacyfund>

PAYMENT / PAIEMENT

By cheque payable to / Par chèque à l'ordre de

Federation of Canadian Municipalities
Fédération canadienne des municipalités

By Electronic Funds Transfer/

Par transfert de fonds électronique

Royal Bank of Canada (RBC)
90 Sparks St, Ottawa, ON K1P 5T7
Transit Number/Numéro de transit: 00006
Account Number/Numéro de compte: 1006063
accountsreceivable@fcm.ca

Choose your preferred payment option below / Veuillez choisir votre option de paiement:

Acct# 23555

Payment Amount / Montant Payé

Option 1 - Full payment / Paiement complet

OR / OU

Option 2 - Partial payment / paiement partiel

Due immediately - Year 1 - contribution /
Échéance immédiate - contribution - année 1

Due April 1st, 2019 - Year 2 - contribution /
Échéance le 1er avril 2019 - contribution - année 2



REQUEST FOR DECISION

SUBJECT: Property Tax Penalty Waiver Request		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Corporate Services	WRITTEN BY: Murray Hagan, Director, Corporate Services	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 checked="" type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) MGA S344 and S345 Bylaw 1047/18		
STRATEGIC PLAN THEME: N/A	PRIORITY AREA: N/A	STRATEGIES: N/A

STAFF RECOMMENDATION:

1. That Council considers the request to waive tax penalties and instructs Administration to proceed accordingly.

BACKGROUND:

Administration has received a written request from one of the owners of Roll #3704201003 to have penalties of \$626.24 in relation to late payment of property taxes waived by Council.

The breakdown of the penalties is as follows:

• September 15, 2016	\$127.48
• December 15, 2016	68.84
• September 15, 2017	279.17
• December 18, 2017	<u>150.75</u>
	<u>\$626.24</u>

The letter of request indicates that tax payments have been outstanding due to unforeseen circumstances, namely the serious illness of a family member.



REQUEST FOR DECISION

SUBJECT: Draft Accountability & Transparency Policy		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Council	WRITTEN BY: Christine Heggart / Manager, Intergovernmental & Legislative Services	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 checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME #2: Well Governed and Leading Organization	PRIORITY AREA: 2.4 Invest in, and support, a skilled, motivated and performing workforce.	STRATEGIES: 2.4.2 Through the leadership of Council and management, drive accountability of strategic and operational commitments.
ATTACHMENT(S): Draft Accountability and Transparency Policy		

STAFF RECOMMENDATION:
**That Council reviews, amends as appropriate and approves the
*Accountability & Transparency Policy.***

BACKGROUND:

At their last meeting, Council reviewed and directed Administration revise a draft *Accountability and Transparency Policy*, to include additional activities under “Reporting of Council Activities” – activities which enhance the opportunity for understanding of activities of strategic importance and continues to foster public trust and confidence building.

Attached is a draft *Accountability and Transparency Policy* with Council’s amendments in tracked changes (blue font), for another review.



CLEARWATER COUNTY
Accountability and Transparency Policy

EFFECTIVE DATE: REVISED DATE:	TBD
SECTION:	Governance/Administration
POLICY STATEMENT:	<p>Clearwater County is committed to the fundamental principles of accountability and transparency that are essential to effective local government and building public trust.</p> <p>Clearwater County Council is committed to conducting business in a transparent and accountable manner and shall provide good governance by ensuring:</p> <ol style="list-style-type: none"> 1. Council decision-making is open and transparent. 2. The County has a robust set of policies in place that enhance accountability and transparency. 3. The County is transparent in its operations, subject to financial, legal, legislative and privacy constraints.
DEFINITIONS:	<p>“Accountability” means Clearwater County ensures access to clear and understandable information and is responsible to the public for decisions made and policies implemented, as well as actions or inactions.</p> <p>“Plain language” means using a conversational tone, speaking directly to the intended audience, and providing information that helps meet the audience’s needs.</p> <p>“Trust” means community members belief in the reliability and credibility of policy-making and application.</p> <p>“Transparency” means Clearwater County ensures the decision-making process is open and clear and actively encourages and fosters public participation in its decision-making processes to enhance public trust <u>and confidence</u>.</p>
GUIDELINES:	<p>Mechanisms and Practices</p> <p>Transparency is the foundation of accountability. Clearwater County abides by policies and practices aimed at ensuring and enhancing accountability, transparency and trust. A number of these policies and practices, are highlighted below:</p> <p>1, Councillor Expectations and Responsibilities</p> <p>Clearwater County Council believes citizens are entitled to fair, ethical, and accountable local government and expect the highest standards of conduct from locally elected officials.</p>



CLEARWATER COUNTY Accountability and Transparency Policy

- In accordance with the *Councillor Code of Conduct Bylaw* (1034-17), Councillors will exercise their powers, duties and functions in accordance with the values, rules and guidelines provided in the Code of Conduct.
- In accordance with the *Public Engagement Policy*, Council will seek to inform and involve residents and businesses by engaging with the public on matters related to budget and capital or strategic plans.

2. Reporting of Councillor Expenses & Remuneration

Public disclosure of elected officials' expenses enhances accountability and transparency. The *Travel and Subsistence and Council, Board and Committee Remuneration* policies provide clarity in determining what elected official expenses will be covered by the municipality.

Providing routine disclosure of information on expenses and remuneration incurred by County officials enhances public trust and confidence in the oversight of expenses incurred by those in office.

- In accordance with the *Council, Board and Committee Remuneration Policy* and *Travel and Subsistence Policy*, Councillors provide expense reports on a monthly basis which are published in the respective Council agenda packages and are available on the County's public website.

3. Council and Committee Meetings

The County is accountable and transparent to citizens by providing governance in an open manner. The following policies and practices reflect ongoing efforts to improve the ease-of-access and transparency of the legislative process to ensure citizens are aware of how decisions are made and implemented.

- All Council and Council Committee meetings are open to the public to attend as required under the *Municipal Government Act*.
- Council and Council Committees will only close a portion of a meeting to the public when permitted by the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy (FOIP) Act*.
- The conduct of Council and Committee meetings will be governed by the *Meetings Procedures Bylaw* (1033/17).
- Both the agenda packages and minutes of Council and Agenda & Priorities Committee meetings are made available to the public on the County website.



CLEARWATER COUNTY *Accountability and Transparency Policy*

4. Reporting of Council Activities

Clearwater County's elected officials commit a substantial amount of time and effort in the performance of their duties and responsibilities. Councillor committee reports highlight activities of strategic importance and help citizens understand the range of tasks undertaken by elected officials in engaging citizens and advancing Council priorities and initiatives.

- Councillors provide a verbal [or written](#) summary of key activities at their regular Council meetings, which are recorded in the respective meetings' minutes and available on the County's public website.
- [Council reporting twice annually regarding its strategic objectives and goals in the County Highlights newsletter, County website and via social media.](#)

5. Access to Council Records and Decisions

The County is committed to making information and access to Council records and decisions easily accessible to citizens.

- In accordance with the *Meetings Procedures Bylaw*, all regularly scheduled Council agenda packages are posted on the County website for the public to access at least 5 days prior to the meeting date.
- Council meeting decision highlights are posted to the County's website newsfeed [with a link on social media](#), as well as published bi-monthly in the County Highlights newsletter.
- All Council and Agenda & Priorities Committee minutes are made available to the public once confirmed by Council.
- At least two years of previous Council and Agenda & Priorities Committee agenda packages and meeting minutes can be accessed by the public on the County's website. Historical minutes and agenda packages can also be accessed by contacting County administration.
- All bylaws and policies adopted by Council are posted on the County website.
- In accordance with the *Council Committees Bylaw*, minutes of Committee meetings shall be forwarded to Council as information and are included with Council's agenda packages available on the County website.
- In accordance with the *Public Notification Methods Policy*, the County provides public notice in instances where regular Council or Committee meeting dates are changed or Special Council meetings are arranged, taking into account the time available to give notice, and the statutory requirements and significance of the meeting.



CLEARWATER COUNTY *Accountability and Transparency Policy*

	<p>6. Plain Language The County has an obligation to communicate effectively and in a way that is easily understood by the intended audience. To achieve this end, the County is committed to using plain language in its communications.</p> <ul style="list-style-type: none">○ The County uses its best efforts to ensure information shared with citizens and stakeholders is clear, concise, and logically organized. <p>7. Public Engagement The County recognizes the value of public engagement to create opportunities for people affected by a decision to be involved, in an effort to help inform the overall decision-making process. Public engagement will be open, visible and transparent, while balancing the need for the decision-making process to be efficient and effective.</p> <ul style="list-style-type: none">○ In accordance with the <i>Public Engagement Policy</i>, Council will seek to inform and involve its residents and businesses by engaging with the public on matters related to budget and capital or strategic plans. <p>8. Financial Accountability, Oversight and Reporting The County is committed to accountability and transparency in financial management. The County provides citizens with comprehensive financial information through the budget and financial reporting processes. The County maintains various financial policies and practices that ensure sound financial governance and accountability.</p> <ul style="list-style-type: none">○ Quarterly financial reports are provided to Council, in order to support the stewardship of County resources, effective decision-making, and transparent communication to the public.○ A summary of the approved 3-year operating and capital budget summaries are available on the County website and included annually in the County Highlights newsletter.○ In accordance with the <i>Significant Accounting Policy</i>, the County's audited financial statements are reviewed and approved by Council and made available on the County website.○ In accordance with the <i>Investments Policy</i>, the County invests public funds in a prudent manner that will provide optimum investment returns with the maximum security while meeting the County's cash flow requirements and conforming to legal requirements which govern the investment of municipal funds.
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CLEARWATER COUNTY *Accountability and Transparency Policy*

	<ul style="list-style-type: none">○ In accordance with the <i>Purchasing and Account Processing</i> and <i>Surplus and Reserves</i> policies, the County follows prudent business practices that enhance financial strength, flexibility, cash flow management, and the ability to achieve Council's vision and Strategic Plan priorities.
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DRAFT



REQUEST FOR DECISION

SUBJECT: Employee Vaccination Policy		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Municipal	WRITTEN BY: Steve Maki, Health & Safety Coordinator	REVIEWED BY: Rick Emmons, Chief Administrative Officer
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input checked="" 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)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: 2.4 Invest in, and support, a skilled, motivated and performing workforce.	STRATEGIES: 2.4.6 Recognize and support the Health & Safety Committee comprised of membership from all departments and members of the Regional Waste and Regional Fire departments.
ATTACHMENT(S): Draft <i>Employee Vaccination Policy</i>		

STAFF RECOMMENDATION:

That Council reviews the information provided and approves the *Employee Vaccination Policy*

BACKGROUND:

Clearwater County previously had a policy in place that covered the vaccination for Influenza. The policy was rescinded on April 15, 2015 (motion 118/15), due to Alberta Health Services (AHS) providing this type of vaccination free of charge.

Currently, the Regional Waste Authority has a standalone policy which covers the reimbursement for immunization vaccines. Due to the restructuring of the organization last fall, Administration's suggestion is to adopt a new Vaccination Policy that covers all Clearwater County employees that are at a risk of contracting infections.



CLEARWATER COUNTY EMPLOYEE VACCINATION POLICY

POLICY

EFFECTIVE DATE:	June 12, 2018
SECTION:	Administration
POLICY STATEMENT:	<p>Clearwater County provides measures to protect its employees from the potential of contracting diseases in the workplace that can be prevented by the administration of vaccination(s). To address this commitment, the County established a written policy to mitigate the potential interruption of municipal services. Clearwater County hereby authorizes that municipal staff in safety sensitive positions receiving any of the below listed vaccines shall be reimbursed for that cost (if applicable).</p> <p>Clearwater County recommends that staff who are assessed to be in hazardous or safety sensitive positions and may be at risk of contact with infectious bacteria, viruses & substances from contaminated materials to consider receiving vaccinations in the suggested list below.</p> <p>This policy addresses the following vaccinations:</p> <ul style="list-style-type: none"> • Hepatitis A & B • Tetanus
DEFINITIONS:	<p>“Vaccination” means a treatment mechanism where a vaccine is injected to produce immunity against a disease.</p> <p>“Hepatitis A” means a viral infection from contact with fecal matter (i.e. sewage).</p> <p>“Hepatitis B” means a viral infection from contact with bodily fluids (i.e. needles, blood).</p> <p>“Tetanus” means a bacterial infection from cuts/punctures (rusty nails and other metals).</p>
PROCEDURE:	<ol style="list-style-type: none"> 1. Employees will have workplace hazards explained to them by the Health & Safety Coordinator and/or a member of the Health and Safety Committee and the vaccination remedies that are available to them by the County. 2. The employee will decide whether or not to be vaccinated by completing the Employee Vaccination Form to either provide consent to receive the vaccine(s), or to waive receiving the vaccine(s). The completed form will be placed in the employee personnel file. Parental consent or waiver



CLEARWATER COUNTY EMPLOYEE VACCINATION POLICY

	<p>will be required if the employee is under the age of 18 years. If circumstances change after an employee waives their right to be vaccinated, the employee will have the option to be eligible for reimbursement by Clearwater County.</p> <ol style="list-style-type: none">3. Employees are permitted to obtain their vaccination(s) during regular business hours.4. Costs incurred by the employee will be reimbursed by the County upon submission of the receipt.5. Clearwater Regional Fire Rescue Services fire fighters are eligible to receive Hepatitis B vaccines free of charge through Alberta Health Services.
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DRAFT



REQUEST FOR DECISION

SUBJECT: Additional Budget for 'Paving & Patching'.		
PRESENTATION DATE: June 12 th , 2018		
DEPARTMENT: Public Works	WRITTEN BY: Jeff Desjarlais, Surface Roads Foreman	REVIEWED BY: Kurt Magnus, Director, Public Works Operations; Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input checked="" type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well governed and leading Organization	PRIORITY AREA: 2.2 Provide levels of service that balance community needs with organization capacity.	STRATEGIES: 2.2.1 Undertake reviews to determine types and levels of service and assets provided by Council, aligned with community needs, to evaluate service quality.
ATTACHMENT(S): Email from WSP. Photos of Prairie Creek Road and Sunchild Road		

STAFF RECOMMENDATION:

That Council approve the transfer of \$60,000 from contingency to 'Paving & Patching' to fund the additional cost associated in conducting repairs to both Prairie Creek Road and Sunchild Road.

BACKGROUND:

Clearwater County Administration performs annual assessments on all surfaced roads within the County. Within the assessment, any surfaced road(s) that require asphalt repairs or crack sealing will be documented. Over the winter, of 2017, and into the spring of 2018, a road assessment was completed on Prairie Creek Road and Sunchild Road.

Prairie Creek Road was observed to have multiple cracks on the road surface. Prairie Creek Road was overlaid in the fall of 2017, for the entire length of 22.3 km. The overlay contract includes a one-year warranty which is in effect until October 3, 2018.

As part of the warranty, the engineering firm, WSP, performed an inspection on the asphalt road surface and documented any deficiencies that would be covered under warranty. During WSP's inspection, conducted on May 11th, 2018, they found examples of reflective cracking (typically caused due to cracking which has occurred to the asphalt underneath the overlay). Unfortunately, this type of cracking is not covered under warranty.

Similarly, during Administration's annual inspection, longitudinal cracking (due to a weak sub-base) was observed, for approximately seven kilometers, starting from the east end of Prairie Creek Road at Highway 22. There is also transverse cracking (weak sub-base) throughout the entire length of the 22.3 km. This cracking is not covered by warranty. Therefore, any repairs, and the cost of those repairs to the asphalt, would need to be undertaken and paid for by Clearwater County.

Administration's recommendation, for repairs, so as to maintain the structure and integrity of Prairie Creek Road, is to rout out the cracks and seal them. The estimated cost is \$30,000.

Also, during the annual assessment, Sunchild Road was documented to have seven sections of the road requiring repairs. The issue, with these seven sections, is the asphalt is deteriorating and unravelling. Repairs will include milling and removing the existing asphalt and replacing the sections with new hot asphalt. The estimated cost for these repairs is \$30,000. Currently, an asphalt overlay, on Sunchild Road, is scheduled for 2020.

As such, Administration is requesting that Council approve the transfer of \$60,000 from contingency to 'Paving & Patching' to fund the additional cost associated in conducting repairs to both Prairie Creek Road and Sunchild Road.

From: Brouwer, Kelly <Kelly.Brouwer@wsp.com>
Sent: Thursday, May 17, 2018 8:47 AM
To: Jeff Desjarlais <JDesjarlais@clearwatercounty.ca>
Subject: Prairie Creek Road

Good morning

On Friday, May 11th WSP inspected the asphalt on surface on Prairie Creek to look for an possible warranty issues, since Border Paving overlaid it last Fall and the project is under warranty until October 3, 2018. WSP found no warranty related issues, the cracking is reflective cracking, which is not considered a warranty item.

Let me know if you need anything further.

Txs

Kelly Brouwer, P.Eng.
Area Manager Transportation – Rocky Mountain House



T+ 1 403-845-5662
M+ 1 403-846-9032

4902 – 44 Street
Rocky Mountain House, Alberta
T4T 1A3 Canada

wsp.com

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Photo 1 – Prairie Creek Road



Photo 2 – Prairie Creek Road



Photo 1 – Sunchild Road



Photo 2 – Sunchild Road

REQUEST FOR DECISION

SUBJECT: Town of Rocky Mountain House Wastewater Lagoon Data Update, 2015-18		
PRESENTATION DATE: June 12 th , 2018		
DEPARTMENT: Public Works	WRITTEN BY: Devin Drozdz, Civil Engineering Student Intern; Kurt Magnus, Director, Public Works Operations	REVIEWED BY: Kurt Magnus, Director, Public Works Operations; Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Ensure timely compliance with statutory & regulatory obligations	STRATEGIES: Ensure the County operates effective and efficient water & wastewater systems that meets or exceeds provincial requirements
ATTACHMENT(S): Rocky Mountain House Wastewater Lagoon PowerPoint Presentation		
STAFF RECOMMENDATION: That Council receives the Rocky Mountain House Wastewater Lagoon 2015-18 Data & Analysis Update for information.		

BACKGROUND:

As Council may recall, in order to accommodate the additional volume of waste from Clearwater County, the County, in the year 2013, approved funding the required upgrades to the Rocky Mountain House Wastewater Treatment Facility. The two main components of the required upgrades included additional aeration and the construction of an automated receiving station.

As part of the Wastewater Lagoon Agreement between the town of Rocky Mountain House and Clearwater County, both parties agreed, as per Section 11 of the agreement, specifically 11.1 that;

The Town will provide to the County a summary report of the Lagoon operations, compliance, usage, and capacity on a quarterly basis in the months of March, June, September, and December.

And, as per 11.3;

The Town will provide to the County any notice of non-compliance issued by Alberta Environment or any other regulatory body, as applicable, within 48 hours of receipt of the notice.

In April 2018, Clearwater County received the lagoon test results from the Town of Rocky Mountain House, which included information from January 2015 to March 2018. Attached is a PowerPoint presentation summarizing the parameters on how environmentally sound the wastewater lagoon's effluent was over the three-year period. In addition, the PowerPoint will highlight the federal and provincial standard limits, and, over a one-week period in April 2018, the acute lethality results of the lagoon's effluent.

Finally, it has been brought to Administrations attention that some of the out of compliance results could, possibly, be a direct result from the Rocky Mountain House Regional Solid Waste Authority disposing leachate into the lagoon. The last time that leachate was disposed of, into the Wastewater Lagoon, was September 3rd, 4th, 6th and the 9th of 2016, at a total volume of 529 cubic metres.

Rocky Mountain House Wastewater Lagoon

2015-18 Data & Analysis

DEVIN DROZDZ: CIVIL ENGINEERING INTERN, CLEARWATER COUNTY

The Lagoon

Southeast of Hwy. 11 & 71st Ave.
intersection

A Class II aerated lagoon

Aeration is to allow sewage wastewater to
be biologically oxidized naturally.



Monitored Parameters

Biochemical Oxygen Demand (BOD)

The amount of oxygen consumed by biological systems in the wastewater to break down waste particles.

Carbonaceous BOD (CBOD)

A component of BOD that quantifies the amount of organic matter used as a carbon (energy) source to break down waste particles. (A nice indicator to quantify pollutant removal)

Total Suspended Solids (TSS)

The measure of mass of particles filtered out from a sample.

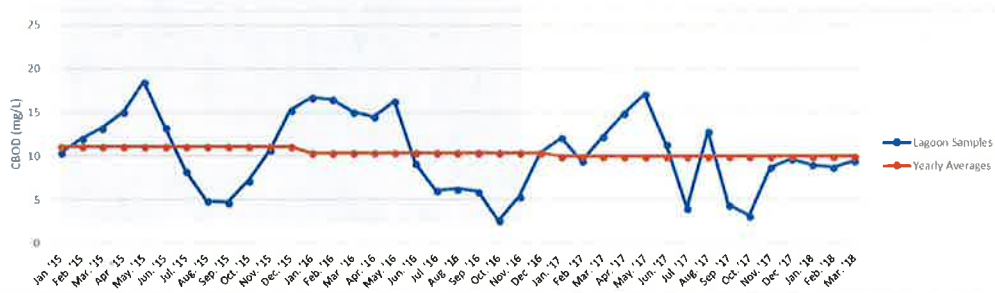
pH

A measure of acidity of a wastewater sample.

Unionized Ammonia

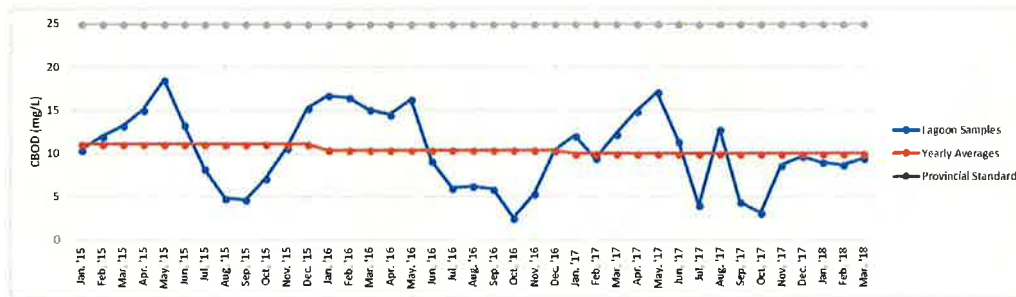
Ammonia in a sample that does not include ammonium ions (NH_4^+).

CBOD Data

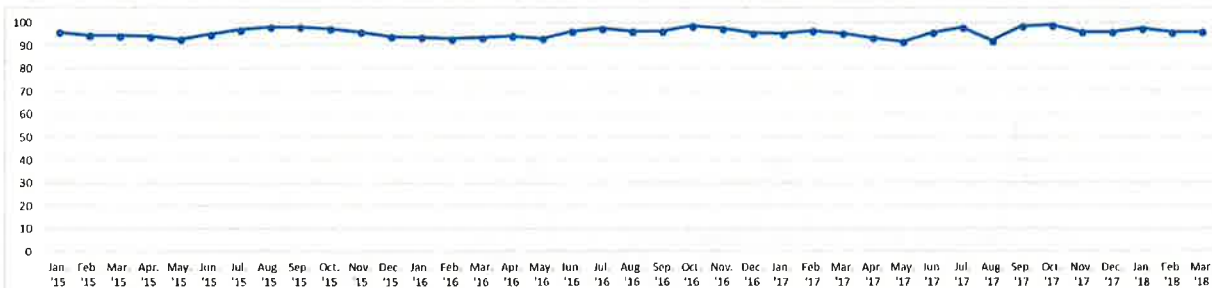


CBOD Data

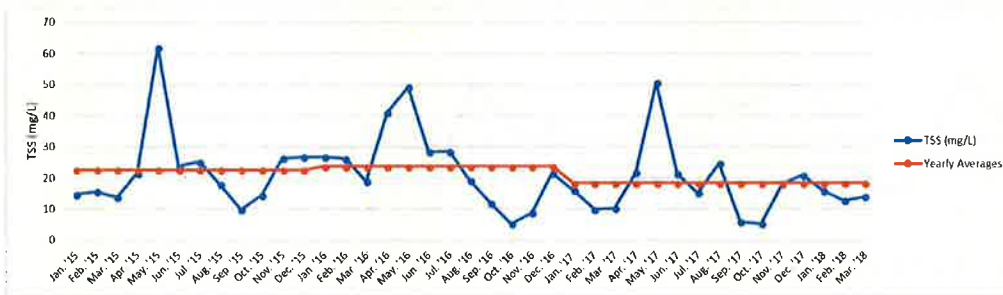
The Alberta Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems states that: for a municipality with a population of under 20000, an aerated wastewater lagoon effluent must have a CBOD concentration of at most 25 mg/L per month in order to meet best practicable technology standards. [1] [2]



BOD Reduction Percentage

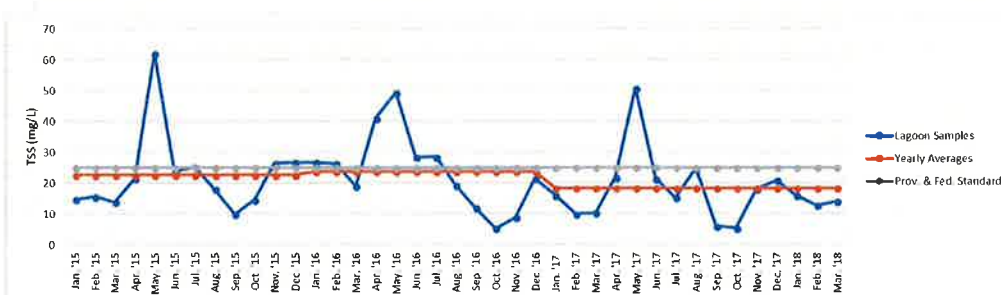


TSS Data

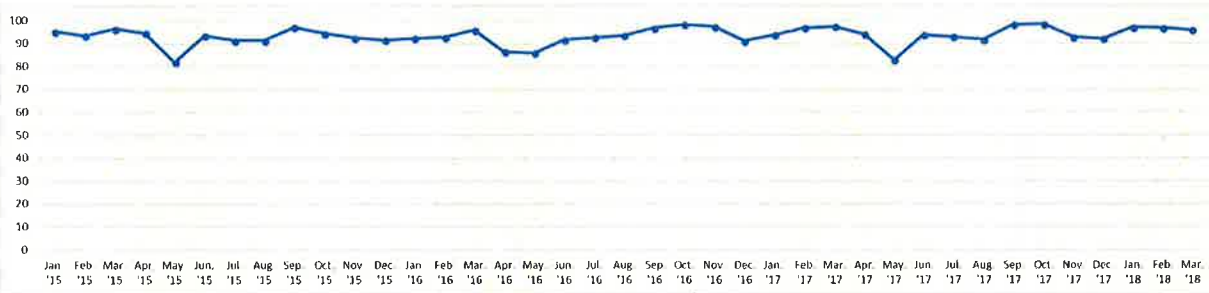


TSS Data

The Alberta Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems states that: for a municipality with a population of under 20000, a wastewater lagoon effluent must have a TSS concentration of at most 25 mg/L per month in order to meet best practicable technology standards. [1] [2]

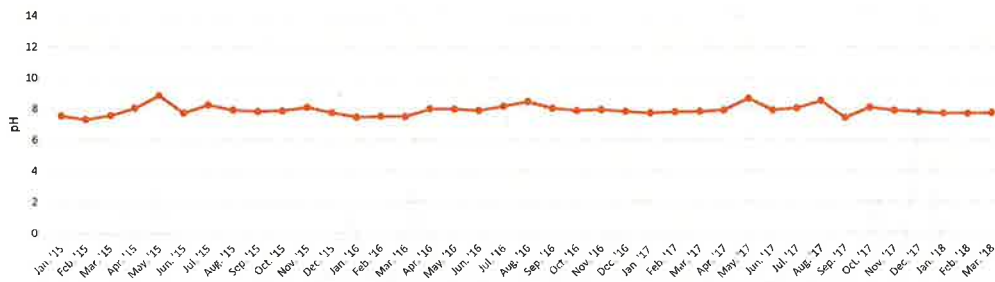


TSS Reduction Percentage

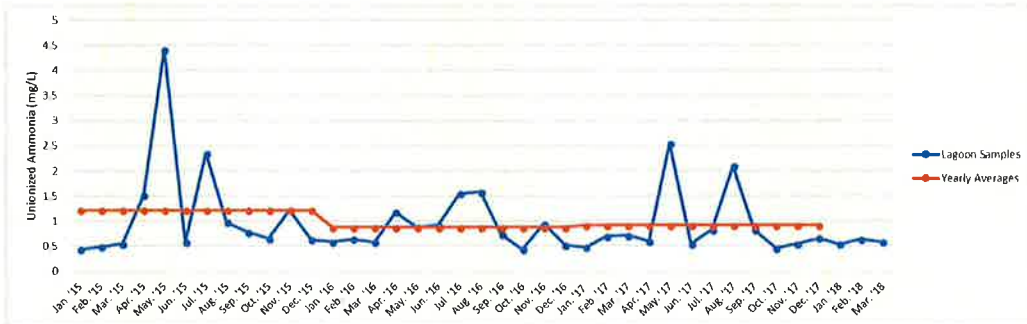


pH Data

Freshwater lakes and rivers generally have a pH of 6.5 to 8.5. [3]

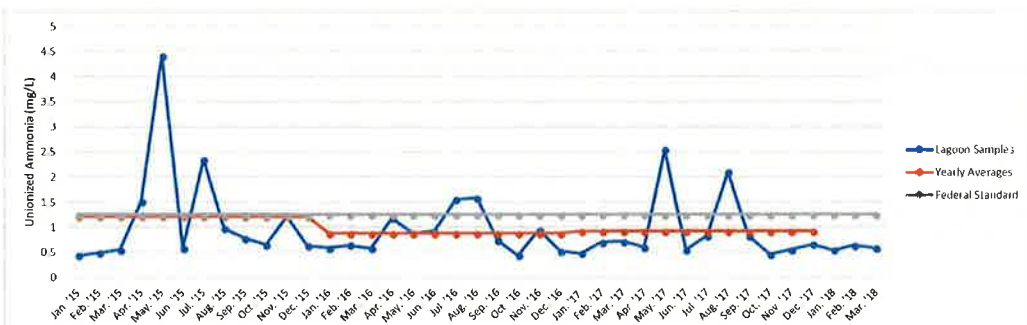


Unionized Ammonia Data



Unionized Ammonia Data

Wastewater effluent regulations made under the Fisheries Act states that effluent of a wastewater system must not contain a concentration of unionized ammonia exceeding 1.25 mg/L. [2]



Acute Lethality

A good way to see how toxic a sample of wastewater actually is to a living being.

Most common values for determining acute lethality level is the median lethal dose (LD_{50}).

LD_{50} value is the dosage of a toxin administered to subject sample, usually rats, that will kill 50% of that sample population.

Some common toxins found in wastewater are: ammonia, heavy metals, pesticides, and various bacteria and viruses found in raw sewage.



Generic LD_{50} Values

Pollutants

Ammonia: 350 mg/kg [4]

Mercury: 1-100 mg/kg [5]

Lead: 105 mg/kg [6]

Chromium: 50-150 mg/kg [7]

Cyanide: 1-3 mg/kg [8]

Bacterium

Salmonella: 12 mg/kg [9]

Shiga Toxin (E. coli): 1 ng/kg [10]



Lethality of Lagoon's Effluent

CARO Analytical Services of Edmonton conducts an acute lethality tests of this lagoon's effluent weekly with trout.

Useful to see how the wastewater will affect the local wildlife, rather than generic tests done with rats.

Test done on Apr. 24th, 2018 shows that after a 96 hour exposure to the effluent, zero trout had perished under normal temp. and pH levels.



References

- [1] Government of Alberta, "Wastewater Systems Standards for Performance and Design", Alberta Queen's Printer, Edmonton, 2013.
- [2] Government of Canada, "Wastewater Systems Effluent Regulations", Government of Canada Publications, Ottawa, 2012.
- [3] "pH Values in Drinking Water Completely Explained - Pt. 2", *Freedrinkingwater.com*. [Online]. Available: <https://www.freedrinkingwater.com/water-education/quality-water-ph-page2.htm>. [Accessed: 10- May- 2018].
- [4] "Ammonia MSDS", *Rsc.aux.eng.ufl.edu*, 2009. [Online]. Available: https://rsc.aux.eng.ufl.edu/_files/msds/153.pdf. [Accessed: 17- May- 2018].
- [5] "The Five Most Poisonous Substances: From Polonium To Mercury", *IFLScience*, 2018. [Online]. Available: <http://www.iflscience.com/health-and-medicine/five-most-poisonous-substances-polonium-mercury/>. [Accessed: 17- May- 2018].
- [6] A. Rahde, "Lead, organic (PIM 302)", *Inchem.org*, 1994. [Online]. Available: <http://www.inchem.org/documents/pims/chemical/organlea.htm>. [Accessed: 17- May- 2018].
- [7] S. Katz and H. Salem, "The toxicology of chromium with respect to its chemical speciation: A review", *Journal of Applied Toxicology*, vol. 13, no. 3, pp. 217-224, 1993.
- [8] "Environmental & Health Effects | International Cyanide Management Code (ICMI) For The Manufacture, Transport and Use of Cyanide In The Production of Gold(ICMI)", *Cyanidecode.org*, 2018. [Online]. Available: <https://www.cyanidecode.org/cyanide-facts/environmental-health-effects>. [Accessed: 17- May- 2018].
- [9] W. Rose and S. Bradley, "Enhanced Toxicity for Mice of Combinations of Antibiotics with Escherichia coli Cells or Salmonella typhosa Endotoxin", *Infection and Immunity*, vol. 4, no. 5, p. 550, 1971.
- [10] *Cfb.unh.edu*, 2017. [Online]. Available: <http://cfb.unh.edu/phycokey/Choices/Toxins/Toxin%20ld50s/toxin%20ld50%20list.htm>. [Accessed: 17- May- 2018].



REQUEST FOR DECISION

SUBJECT: 2018 Contractor Rate Review		
PRESENTATION DATE: June 12, 2018		
DEPARTMENT: Public Works	WRITTEN BY: Devin Drozd, Civil Engineering Intern	REVIEWED BY: Erik Hansen, Director ,Public Works, Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input checked="" 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) Hiring Of Equipment Policy		
STRATEGIC PLAN THEME: 2 - Well Governed and Leading Organization	PRIORITY AREA: 2.2 - Provide service levels that balance the community needs with organizational capacity.	STRATEGIES: 2.2.1 - Undertake reviews to determine types and levels of service and assets provided by Council, aligned with community need, to evaluate service quality.
ATTACHMENT(S): Equipment Rate Comparisons: 2014-18 w/ Proposed New Rates Fuel Price Fluctuations Spreadsheet, Hiring of Equipment Policy		

STAFF RECOMMENDATION:

That Council reviews the information provided and approve the 2018 County Contractor Equipment Rate schedule as amended with a 5% fuel index increase.

BACKGROUND:

As Council may recall, Clearwater County contractor equipment rates have historically been based on a percentage of the Alberta Road Builder`s and Heavy Construction Association (ARHCA) equipment rental rates. Council last reviewed and approved the current contractor rate schedule on May 23, 2017. The current rate schedule is a list of commonly used equipment that is utilized by the Municipality for day labour projects. Some of these projects include the Gravel Road Rehabilitation program, Drainage Works program, Ditching program and the Summer Gravel program. Typically, these projects reflect approximately \$6,000,000.00 of the annual Public Works Budget.

Using the ARHCA rates as a base line, consideration must be given to the fact that rate book is intended to be (in its own words) a guide only. Consideration must be given to the following:

- Utilization of the equipment
- Costs due to isolation
- Adverse Conditions
- Equipment Availability
- Cost of fuel and lubrication products
- Supply and Demand

Clearwater County does well to cover off these considerations:

- The utilization of the equipment would be average in comparison to most all other construction projects.
- Clearwater County is geographically central therefore equipment parts and supplies are readily available.
- Most projects located in the settled regions would not qualify as adverse conditions.
- Equipment is readily available with an abundance of contractors in the area.

Historically, Council has directed Administration to manage the equipment rates in a way that allows the municipality to compensate its contractors in a manner that the market will facilitate, in essence, a supply and demand philosophy. Clearwater County would pay an economical rate while still being able to obtain the required equipment to undertake our programs and share out the work.

The County recently received the latest addition of the ARHCA rate schedule guide (2018). Rates throughout the guide remained unchanged across all equipment categories compared to the 2016 & 2017 publication. However, with the consistent rise in fuel prices over the last few years, it is our recommendation that an independent fuel index be affixed to the current County equipment rates to account for these fluctuations. The quantity of 5% was determined from the fuel price graphs as it would bring these proposed 2018 equipment rates to a level generally proportional to the level when the rates were changed in 2016.

Having an independent fuel index was seen as advantageous as it allows the County to easily adjust the equipment rates with the varying price of fuel. So as the price of fuel raises or lowers in the future, the fuel index can be adjusted accordingly.

See Attached

Equipment Description	2016 County Rate	2018 ARHCA Rate	Proposed 2018 County Rate 5% Fuel Index
<u>Rubber Tired Hoes</u>			
Case 580 Super L	\$ 99.00	\$ 114.00	\$ 104.00
Case 580 SM	\$ 110.00	\$ 127.00	\$ 116.00
Case 580 SN	\$ 115.00	\$ 132.00	\$ 121.00
Case 580 M	\$ 110.00	\$ 127.00	\$ 116.00
Case 580 L	\$ 99.00	\$ 114.00	\$ 104.00
Case 590 SM	\$ 117.00	\$ 135.00	\$ 123.00
Case 590 SL	\$ 104.00	\$ 119.00	\$ 109.00
John Deere 310 G	\$ 99.00	\$ 114.00	\$ 104.00
John Deere 310 SG	\$ 99.00	\$ 114.00	\$ 104.00
John Deere 310 D	\$ 89.00	\$ 102.00	\$ 93.00
John Deer 310 SE	\$ 99.00	\$ 114.00	\$ 104.00
John Deer 315 SG	\$ 104.00	\$ 119.00	\$ 109.00
John Deere 410 E	\$ 106.00	\$ 122.00	\$ 111.00
JCB 215	\$ 104.00	\$ 119.00	\$ 109.00
Caterpillar 416D	\$ 99.00	\$ 114.00	\$ 104.00
(Add 3% extended hoe)			
(Add 3% 4X4)			
<u>Gravel Trucks</u>			
Tandem	\$ 83.00	\$ 111.00	\$ 87.00
Truck & Pup	\$ 112.00	\$ 149.00	\$ 118.00
Truck & Triaxle Trailer	\$ 119.00	\$ 158.00	\$ 125.00
Tri-Axle Belly /End Dump	\$ 117.00	\$ 156.00	\$ 123.00
Tandem Sander & Plow	\$ 143.00	\$ 191.00	\$ 150.00
Truck & Wagon	\$ 125.00	\$ 167.00	\$ 131.00
Tandem & Quad Wagon	\$ 133.00	\$ 177.00	\$ 140.00
<u>Tractor & Low Boy</u>			
Highway Tractor Tandem Axle	\$ 101.00	\$ 134.00	\$ 106.00
8 Wheel	\$ 160.00	\$ 213.00	\$ 168.00
12 Wheel	\$ 167.00	\$ 223.00	\$ 175.00
16 Wheel	\$ 175.00	\$ 233.00	\$ 184.00
20 Wheel	\$ 194.00	\$ 259.00	\$ 204.00
24 Wheel	\$ 213.00	\$ 284.00	\$ 224.00
28 Wheel	\$ 227.00	\$ 303.00	\$ 238.00
32 Wheel	\$ 242.00	\$ 322.00	\$ 254.00
36 Wheel	\$ 254.00	\$ 339.00	\$ 267.00
40 Wheel	\$ 267.00	\$ 356.00	\$ 280.00
48 Wheel	\$ 301.00	\$ 401.00	\$ 316.00
Tri-Drive Truck Add \$22.00			

<u>Water Trucks</u>	2016 County Rate	2018 County Rate	Proposed 2018 County Rate 5% Fuel Index
Up to 42.9 US Barrel	\$ 67.00	\$ 89.00	\$ 70.00
43-52.9 US Barrel	\$ 71.00	\$ 94.00	\$ 75.00
53-68.6 US Barrel	\$ 80.00	\$ 106.00	\$ 84.00
68.7-85.7 US Barrel	\$ 85.00	\$ 113.00	\$ 89.00
85.8-102.9 US Barrel	\$ 95.00	\$ 127.00	\$ 100.00
103-120 US Barrel	\$ 107.00	\$ 143.00	\$ 112.00
120.1-138 US Barrel	\$ 117.00	\$ 156.00	\$ 123.00
Based On Legal Load			
<u>Skidsteer</u>			
S185 Bobcat Tracked	\$ 90.00	\$ 103.00	\$ 95.00
277 Cat Skidsteer Tracked	\$ 102.00	\$ 117.00	\$ 107.00
<u>Rock Trucks</u>			
D300E Cat	\$ 159.00	\$ 183.00	\$ 167.00
730 Cat	\$ 177.00	\$ 203.00	\$ 186.00
TA25 Terex	\$ 150.00	\$ 172.00	\$ 158.00
TA30 Terex	\$ 177.00	\$ 203.00	\$ 186.00
TA40 Terex	\$ 220.00	\$ 253.00	\$ 231.00
MT26 Moxy	\$ 150.00	\$ 172.00	\$ 158.00
MT30XT Moxy	\$ 159.00	\$ 183.00	\$ 167.00
MT31 Moxy	\$ 202.00	\$ 232.00	\$ 212.00
MT40B Moxy	\$ 198.00	\$ 228.00	\$ 208.00
Volvo A30D	\$ 177.00	\$ 203.00	\$ 186.00
<u>Motor Graders</u>			
14M Caterpillar	\$ 168.00	\$ 233.00	\$ 176.00
14G Caterpillar	\$ 151.00	\$ 210.00	\$ 159.00
140 G Caterpillar	\$ 125.00	\$ 173.00	\$ 131.00
14 H Caterpillar	\$ 151.00	\$ 210.00	\$ 159.00
140 H Caterpillar	\$ 125.00	\$ 173.00	\$ 131.00
143H Caterpillar	\$ 125.00	\$ 173.00	\$ 131.00
160 H Caterpillar	\$ 135.00	\$ 188.00	\$ 142.00
740A Champion VHP	\$ 135.00	\$ 188.00	\$ 142.00
750A Champion VHP	\$ 135.00	\$ 188.00	\$ 142.00
780 Champion	\$ 134.00	\$ 186.00	\$ 141.00
780A Champion	\$ 151.00	\$ 210.00	\$ 159.00
772D John Deere	\$ 136.00	\$ 192.00	\$ 143.00
872D John Deere	\$ 150.00	\$ 209.00	\$ 158.00
(Add \$10.00 per ripping hour)			
(Add 5% for Six Wheel Drive)			

	2016 County Rate	2018 County Rate	Proposed 2018 County Rate 5% Fuel Index
<u>Pull/Motor Scrapers</u>			
435 Scraper(Hydraulic)	\$ 33.00	\$ 38.00	\$ 33.00
435 Scraper(cable)	\$ 29.00	\$ 33.00	\$ 29.00
627F Scraper	\$ 314.00	\$ 361.00	\$ 330.00
627G Scraper Twin Eng	\$ 349.00	\$ 401.00	\$ 366.00
621F Scraper	\$ 232.00	\$ 267.00	\$ 244.00
621G Scraper	\$ 258.00	\$ 297.00	\$ 271.00
80 Cat Scraper (Hydraulic)	\$ 39.00	\$ 45.00	\$ 41.00
<u>Compaction Equipment</u>			
213 Bomag Pad Foot	\$ 122.00	\$ 144.00	\$ 128.00
Cat CP 563 C	\$ 138.00	\$ 162.00	\$ 145.00
815 B Caterpillar	\$ 154.00	\$ 181.00	\$ 162.00
815 F Caterpillar	\$ 192.00	\$ 226.00	\$ 202.00
DYNAPAC CA 302 PD	\$ 153.00	\$ 180.00	\$ 161.00
840 Super Pac	\$ 116.00	\$ 136.00	\$ 122.00
1103 PD Vibromax	\$ 153.00	\$ 180.00	\$ 161.00
1403 PD Vibromax	\$ 153.00	\$ 180.00	\$ 161.00
<u>Loaders</u>			
644H John Deere	\$ 128.00	\$ 151.00	\$ 134.00
824K John Deere	\$ 190.00	\$ 223.00	\$ 200.00
380-3 Komatsu	\$ 128.00	\$ 151.00	\$ 134.00
WA 450-3 Komatsu	\$ 171.00	\$ 201.00	\$ 180.00
WA 500-3 Komatsu	\$ 190.00	\$ 224.00	\$ 200.00
W36 Case	\$ 114.00	\$ 134.00	\$ 120.00
530 C Dresser	\$ 104.00	\$ 122.00	\$ 109.00
540 Dresser	\$ 125.00	\$ 147.00	\$ 131.00
L70 (C,D & E) Volvo 3 Yd	\$ 111.00	\$ 130.00	\$ 117.00
950 F II Cat	\$ 128.00	\$ 151.00	\$ 134.00
<u>Track Hoes</u>			
EX150 Hitachi	\$ 107.00	\$ 130.00	\$ 112.00
EX200LC Hitachi	\$ 120.00	\$ 146.00	\$ 126.00
EX230LC Hitachi	\$ 121.00	\$ 148.00	\$ 127.00
ZX225 Hitachi	\$ 133.00	\$ 162.00	\$ 140.00
EX270LC Hitachi	\$ 133.00	\$ 162.00	\$ 140.00
EX300LC Hitachi	\$ 139.00	\$ 169.00	\$ 146.00
EC330LC Hitachi	\$ 158.00	\$ 193.00	\$ 166.00
ZX200 Hitachi	\$ 120.00	\$ 146.00	\$ 126.00
ZX230 Hitachi	\$ 121.00	\$ 148.00	\$ 127.00
ZX250LC5 Hitachi (Current, G11)	\$ 148.00	\$ 180.00	\$ 155.00
ZX270 Hitachi	\$ 139.00	\$ 169.00	\$ 146.00
ZX290LC5 Hitachi (Current, G12)	\$ 154.00	\$ 188.00	\$ 162.00
ZX330 Hitachi (Non-Current, G13)	\$ 158.00	\$ 193.00	\$ 166.00
ZX350LC-3 Hitachi (Current, G14)	\$ 180.00	\$ 219.00	\$ 189.00

Track Hoes, Cont.

	2016 County Rate	2018 ARHCA Rate	Proposed 2018 County Rate 5% Fuel Index
336 EL Caterpillar (Current, G14)	\$ 180.00	\$ 219.00	\$ 189.00
314C Caterpillar (Non-Current,G6)	\$ 99.00	\$ 121.00	\$ 104.00
320 CL Caterpillar (Current, G9)	\$ 133.00	\$ 162.00	\$ 140.00
322 CL Caterpillar (Current, G9)	\$ 133.00	\$ 162.00	\$ 140.00
324 DL Caterpillar (Current, G10)	\$ 134.00	\$ 164.00	\$ 141.00
324 EL Caterpillar (Current, G10)	\$ 134.00	\$ 164.00	\$ 141.00
330 CL Caterpillar (Current, G13)	\$ 175.00	\$ 214.00	\$ 184.00
200 LC John Deere (Non Current, G9)	\$ 120.00	\$ 146.00	\$ 126.00
230LC John Deere (Non Current, G9)	\$ 121.00	\$ 148.00	\$ 127.00
270LC John Deere (Non Current, G11)	\$ 133.00	\$ 162.00	\$ 140.00
210 GLC John Deer (Current G9)	\$ 133.00	\$ 162.00	\$ 140.00
270DLC John Deere (Current, G11)	\$ 148.00	\$ 180.00	\$ 155.00
290 GLC John Deere (Current, G12)	\$ 154.00	\$ 188.00	\$ 162.00
330CLC John Deere (Non Current, G13)	\$ 158.00	\$ 193.00	\$ 166.00
PC 138 USLC-8 Komatsu (Current G6)	\$ 110.00	\$ 134.00	\$ 116.00
PC 200 LC-7 Komatsu (Non Current, G9)	\$ 120.00	\$ 146.00	\$ 126.00
PC 200 LC-8 Komatsu (Current, G9)	\$ 133.00	\$ 162.00	\$ 140.00
PC 220 LC-7 Komatsu (Non Current, G10)	\$ 121.00	\$ 148.00	\$ 127.00
PC 220 LC-8 Komatsu (Current, G9)	\$ 133.00	\$ 162.00	\$ 140.00
PC 270 LC-7 Komatsu (Non Current, G12)	\$ 139.00	\$ 169.00	\$ 146.00
PC 300 LC-7 Komatsu (Non Current, G13)	\$ 158.00	\$ 193.00	\$ 166.00
PC 350 LC-8 Komatsu (Current)	\$ 179.00	\$ 219.00	\$ 188.00
PC 400 LC-7 Komatsu (Non Current G15)	\$ 193.00	\$ 235.00	\$ 203.00
EC330B Volvo (Current, G13)	\$ 175.00	\$ 214.00	\$ 184.00

***Add \$5.00p/h for thumb**

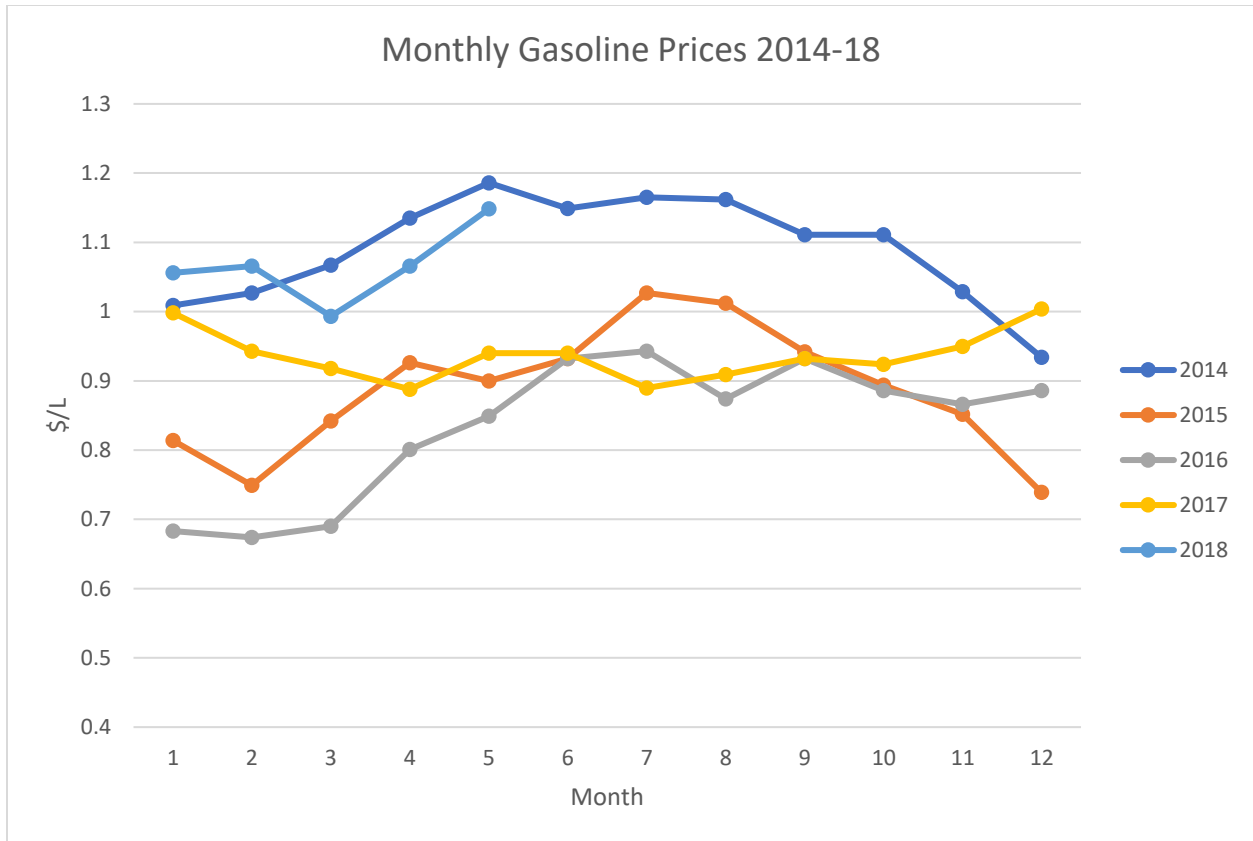
***Add \$25.00p/hr for Hydro axe**

***Twist Wrist 10%**

Crawler Tractors

D3CIII Caterpillar	\$ 105.00	\$ 123.00	\$ 110.00
D3K Caterpillar (LowGround,Current,G1)	\$ 119.00	\$ 140.00	\$ 125.00
D5M XL Caterpillar (NonCurrent, G4)	\$ 119.00	\$ 140.00	\$ 125.00
D5N XL Caterpillar (Current, G4)	\$ 133.00	\$ 156.00	\$ 140.00
D6D Caterpillar (Previous, G5)	\$ 124.00	\$ 146.00	\$ 130.00
D6M XL Caterpillar (NonCurrent, G5)	\$ 140.00	\$ 165.00	\$ 147.00
D6N XL Caterpillar (Current, G5)	\$ 156.00	\$ 183.00	\$ 164.00
D6R II Caterpillar (NonCurrent, G6)	\$ 157.00	\$ 185.00	\$ 165.00
D6R XW Caterpillar (Current, G6)	\$ 174.00	\$ 205.00	\$ 183.00
D6T XL Caterpillar (Current, G6)	\$ 174.00	\$ 205.00	\$ 183.00
D7H Caterpillar (Previous, G8)	\$ 153.00	\$ 180.00	\$ 161.00
D7R XL Caterpillar (Non Current, G8)	\$ 181.00	\$ 213.00	\$ 190.00
D7R II XR (Current, G9)	\$ 207.00	\$ 244.00	\$ 217.00
D8N Caterpillar (Previous, G10)	\$ 189.00	\$ 222.00	\$ 198.00
D8R Caterpillar (NonCurrent, G10)	\$ 213.00	\$ 250.00	\$ 224.00
D8T Caterpillar (Current G10)	\$ 236.00	\$ 278.00	\$ 248.00
650K Case (Current G2)	\$ 106.00	\$ 125.00	\$ 111.00

<u>Crawler Tractors, Cont.</u>	2016 County Rate	2018 ARHCA Rate	Proposed 2018 County Rate 5% Fuel Index
450 H John Deere (Non Current G1)	\$ 87.00	\$ 102.00	\$ 91.00
450 J John Deere (Current G1)	\$ 96.00	\$ 113.00	\$ 101.00
550 H John Deere (Non Current G2)	\$ 96.00	\$ 113.00	\$ 101.00
550 J John Deere (Current G2)	\$ 106.00	\$ 125.00	\$ 111.00
650 H John Deere (Non Current G3)	\$ 103.00	\$ 121.00	\$ 108.00
650 J John Deere (Current G2)	\$ 106.00	\$ 125.00	\$ 111.00
750 J John Deere (Current G5)	\$ 156.00	\$ 183.00	\$ 164.00
850 J John Deere (Current G6)	\$ 174.00	\$ 205.00	\$ 183.00
D37E-5 Komatsu (Non Current G2)	\$ 96.00	\$ 113.00	\$ 101.00
D41E-6 Komatsu (Non Current G4)	\$ 119.00	\$ 140.00	\$ 125.00
D58E Komatsu (Previous G4)	\$ 106.00	\$ 125.00	\$ 111.00
D51EX-22 Komatsu (Current G4)	\$ 133.00	\$ 156.00	\$ 140.00
D61EX-2 Komatsu (Non Current G5)	\$ 140.00	\$ 165.00	\$ 147.00
D85E-21 Komatsu (Non Current G8)	\$ 181.00	\$ 213.00	\$ 190.00
D155AX-5B Komatsu (Non current G10) <u>(add \$25.00 for ripper time D8&up)</u>	\$ 213.00	\$ 250.00	\$ 224.00
<u>(add \$5.00per/hour for LGP or 6-Way)</u>			
<u>Farm Tractors</u>			
Up to 40	\$ 51.00	\$ 61.00	\$ 54.00
41-80	\$ 64.00	\$ 75.00	\$ 67.00
81-120	\$ 76.00	\$ 89.00	\$ 80.00
121-165	\$ 88.00	\$ 103.00	\$ 92.00
166-200	\$ 105.00	\$ 123.00	\$ 110.00
201-275	\$ 113.00	\$ 133.00	\$ 119.00
276-350	\$ 136.00	\$ 160.00	\$ 143.00
<u>Tractor Attachments</u>			
10" Breaking Disc	\$ 14.00	\$ 17.00	\$ 14.00
12" Breaking Disc	\$ 17.00	\$ 20.00	\$ 17.00
14" Breaking Disc	\$ 20.00	\$ 23.00	\$ 20.00
Rock Picker	\$ 12.00	\$ 14.00	\$ 12.00
Double Sheeps Foot	\$ 13.00	\$ 15.00	\$ 13.00
Double Sheeps Foot 48"	\$ 11.00	\$ 13.00	\$ 11.00
15 Wheel Wobblers	\$ 12.00	\$ 14.00	\$ 12.00
Grid Packer	\$ 15.00	\$ 17.00	\$ 15.00





CLEARWATER COUNTY
Hiring of Equipment

POLICY

EFFECTIVE DATE:	June 26, 2001
REVISED DATE:	April 12, 2016
SECTION:	Public Works
POLICY STATEMENT:	Clearwater County is committed, to the greatest extent possible, to use private equipment and personnel (i.e. contractors) located within the boundaries of the County (this includes the Town of Rocky Mountain House and the Village of Caroline), in the delivery of its construction and maintenance services. In addition, the County will endeavour to distribute County work among contractors as fairly as Clearwater County deems possible.
PROCEDURE: Hiring of Equipment:	<ol style="list-style-type: none"> 1. Clearwater County Directors (hereafter referred to as “Directors”), or their designate, are authorized to hire equipment. 2. Unless otherwise directed by Council, all equipment will be paid in accordance with rates established by Council. Directors, or their designate, are authorized to set rates for equipment that is not covered in the current rate book. Rates may be set considering the Alberta Roadbuilders Current Rate book and the County’s current rates. 3. Directors, or their designate, may only hire equipment that is identified on the Public Works Contractors List, and is in good working condition with qualified and capable operators. Contractors must maintain adequate insurance (\$2,000,000.00 min.) and be in good standing with the Workers Compensation Board. 4. The Public Works Department will keep a Contractors List of contractors willing to work for the County. This will include the equipment each registered contractor has available for work. In this regard only contractors with a base of operation or property owners within the County may have their names on the list. Contractors may add or delete equipment from the list, in accordance with this policy, at any time. If a contractor refuses to work due to County rates Directors, or their



CLEARWATER COUNTY
Hiring of Equipment

<p>SAFETY AND QUALITY OF WORK:</p>	<p>designate, may remove the contractor from the County's Contractors List.</p> <ol style="list-style-type: none">5. If a required piece of equipment is not available in the County, Directors, or their designate, are authorized to hire outside equipment and shall report such hiring to Council at the next regular meeting.6. The Director is responsible to ensure that work is distributed among contractors as fairly as possible. The following considerations will be applied when hiring equipment:<ul style="list-style-type: none">• past work history with the County along with the cooperative record of the contractor making equipment available to the County in times of need or difficult situations;• the experience of the operator, and, the suitability and condition of the equipment;• the amount of hourly work the contractor or contracting company has received or is expected to receive from the County;• the location of the equipment in relation to the work site;• normally, for contractors with a fleet of trucks or equipment, the County will have no more than two trucks or pieces of equipment from one contractor working at one time. <p>Each supervisor will report, the equipment he/she has working, to the Director, or their designate, on a regular basis. These reports (and others such as financial) will be used by the Director to assess the degree to which work is being distributed and to direct staff on hiring.</p> <ol style="list-style-type: none">1. All operators must be qualified and equipment shall be operated in a safe and effective manner.2. Truckers, while working for the County, are to travel at recommended speed limits. Truckers are to use the roads courteously, considering such factors as privacy, noise levels and dust conditions. A County employee may issue a warning to a non-complying operator. Repeat offenders may be suspended from further hauling.
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CLEARWATER COUNTY
Hiring of Equipment

	<ol style="list-style-type: none">3. County Supervisors, or their designate, shall make sure, to the best of their ability, that all equipment has been cleansed of contaminants so as to minimize soil contamination and the spread of noxious weeds.4. All operators must follow the directions of the County's supervisor.5. County supervisors are responsible to provide clear directions to operators and are to ensure that all operations are conducted in a safe and effective manner.6. Supervisors are to document improper conduct of performance of an operator. In the case where someone operates the equipment, other than the owner, the supervisor will communicate his/her concerns to the equipment owner in addition to the operator. The supervisor will identify the inappropriate action and the supervisor's expectations for improvement. Supervisors will terminate any contractor for continued improper conduct or performance.7. Upon termination, the operator/contractor will be asked to remove his/her piece of equipment from the work site. The County may not rehire a terminated operator nor may he/she operate a piece of equipment hired by the County.8. The terminated equipment will be removed from the Contractor's List of available equipment and will only be replaced at the discretion of the Director. For guidance purposes, equipment removed from the contractor's list may be replaced on the list when the Director is satisfied that the County's directions will be adhered to. In the event that a piece of equipment is removed from the Contractor's List on a second occasion, it will not be eligible for replacement.9. Contractors may appeal to Council a supervisor's decision for dismissal or the Public Works Director decision to not replace the equipment on the Contractor's List.10. Only Council may re-instate a contractor terminated by Council.
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CLEARWATER COUNTY
Hiring of Equipment

<p>General:</p>	<ol style="list-style-type: none">1. The County will pay for equipment moves both to and from the job site if the project is considered to be a small job (i.e.: less than three days in duration). If the job exceeds three days, the County will normally pay for the move to the site only. The Director is, however, authorized to use his/her discretion regarding the payment for equipment moves when special circumstances warrant.2. The County may pay travel time to remote parts of the County as approved by the Director.3. All equipment must be in good working order and properly certified. A copy of the valid certification will be supplied to the County, upon initial registration, to be eligible for the Contractor's List. A copy of the valid certification will be required annually after initial registration.4. As per Working Alone Legislation, completed hazard assessment forms will have to be filed with the County prior to equipment being hired in working alone situations.
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Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	JIM DUNCAN
Date:	May 4, 2018
Signature (Councillor / Board Member):	<i>Jim Duncan</i>

PAYMENT PERIOD

<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March	<input checked="" type="checkbox"/> April
<input type="checkbox"/> May	<input type="checkbox"/> June	<input type="checkbox"/> July	<input type="checkbox"/> August
<input type="checkbox"/> September	<input type="checkbox"/> October	<input type="checkbox"/> November	<input type="checkbox"/> December

Council Supervision Rate	\$1,003.00 / Monthly
Reeve Supervision Rate	\$2,014.00 / Monthly
Deputy Reeve Supervision Rate	\$1,250.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
April 3	Council Workshop	X					40
April 4	Headwaters Alliance	X					0
April 4	Fire Station open house	X					98
April 5	NSRP Ad Hoc Committee	X					40
April 5	Fire Station open house	X					100
April 10	Regular Council				X		40
April 12	Regional Waste Presentation	X					40
April 16	A+P	X	X				40
April 17	Council Workshop	X					40
April 18	WCFS Volunteer luncheon	X					40
April 19	Clearwater Trails Initiative	X					40
April 24	Regular Council				X		40
April 27	Headwaters Alliance conference call	X					0

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Remuneration Calculation (for office use only)							
11	Meetings @ 161.00 =	1771.00	PAID	558	Kms @ \$0.55 =	306.90	
1	Meetings @ 127.00 =	127.00			Lunch @ 16.00 =		
2	Meetings @ 288.00 =	576.00					
	Supervision =	1250.00					
TOTAL =		3724.00				TOTAL =	306.90



Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Theresa Leung
Date:	April 30, 2018
Signature (Councillor / Board Member):	<i>Theresa Leung</i>

PAYMENT PERIOD

<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March	<input checked="" type="checkbox"/> April
<input type="checkbox"/> May	<input type="checkbox"/> June	<input type="checkbox"/> July	<input type="checkbox"/> August
<input type="checkbox"/> September	<input type="checkbox"/> October	<input type="checkbox"/> November	<input type="checkbox"/> December

Council Supervision Rate	\$1,003.00 / Monthly
Reeve Supervision Rate	\$2,014.00 / Monthly
Deputy Reeve Supervision Rate	\$1,250.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
April 3	Council Workshop	✓					
April 3	Fire Hall Public Eng. hrs	✓					14
April 5	Community Futures	✓					55
April 5	Fire Hall Pub Eng. Condo	✓					170
April 12	Regional Waste	✓					70
April 16	APP	✓					14
April 17	Council Workshop	✓	✓				14
April 18	REA	✓					14
April 19	FSS Vol APP	✓					-
April 24	Council	✓					14
April 25	NET	✓	✓		✓		14
							195

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Remuneration Calculation (for office use only)

10	Meetings @ 161.00 =	1610.00	PAID	574	Kms @ \$0.55 =	315.70
2	Meetings @ 127.00 =	254.00		Lunch @ 16.00 =		
1	Meetings @ 288.00 =	288.00				
	Supervision =	1003.00				
TOTAL =		3155.00				315.70
TOTAL =						315.70

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2018.....

Name of Councilor / Board Member

JOHN VANDERMEER

Payment Periods

January
May
September

February
June
October

March
July
November

April
August
December

Council Supervision Rate – \$1,003.00 Monthly

Reeve Supervision Rate - \$2,014.00 Monthly

Deputy Reeve Supervision Rate - \$1250.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
3	COUNCIL WORKSHOP	✓					80
4	CAEP- MINISTERS	✓	✓				460
5	CONDOR- OPEN HOUSE	✓					64
6	CAEP	✓					160
10	COUNCIL				✓		80
12	ROCKY CHAMBER	✓					80
	MEET MAYOR BURKE						
16	A+P	✓	✓				80
	FCSS - CAROLINE	✓					16
17	WORKSHOP	✓					80
18	WRSD MTG	✓					16
19	FCSS - ROCKY	✓					80
23	AB INDIGINOUS REL	✓					290
24	COUNCIL				✓		80

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Remuneration Calculation

13	Meetings @ \$161.00=	2093	1694	Kms @ \$0.55=	931.70
2	Meetings @ \$127.00=	254		Lunch @ \$16.00=	
2	Meetings @ \$288.00=	576		HOTEL	123.96
	Supervision=	2014			184.41
	TOTAL=	4937		TOTAL=	1240.07

PAID

Signature {Councilor / Board Member}

John Vandermeer



Mr. John Vandermeer
Box 550, 4340 - 47 Avenue
Rocky Mountain House AB T4T 1A4
Canada

Room No. : 0408
 Arrival : 04-04-18
 Departure Date : 04-05-18
 Folio No. : 850430

Conf. No. : 6198791
 P.O. No. :

Company Name:
 Group Name:

INVOICE

Date	Description	Charges	Credits
04-04-18	Mastercard XXXXXXXXXXXX5061		184.41
04-04-18	Room Revenue	164.25	
04-04-18	Destination Marketing Fee	4.93	
04-04-18	Room GST	8.46	
04-04-18	Tourism Levy	6.77	
		Total Charges	184.41
		Total Credits	184.41
		Balance	0.00

Merchant ID
Transaction ID 753803
Approval Code 004970
Approval Amount 184.41

Credit Card # XXXXXXXXXXXXXXX5061
Capture Method Manual
Transaction Amount 184.41

HOTEL ALMA

AT THE UNIVERSITY OF CALGARY

University of Calgary Accommodations

169 UNIVERSITY GATE NW

403-220-3203

Vandermeer, John

PO Box 269

AB T0M 0M0

Confirmation Number: 44145967-1

Room Number: 530

Room Type: SQN

No. of Guests: 1

TAX ID	ARRIVAL	DEPARTURE	RATE PLAN	ACCOUNT
	04/22/2018	04/23/2018	BKST	26205

DATE	CODE	DESCRIPTION	COMMENT	AMOUNT (CAD)
04/22/2018	7000	ROOM CHARGE		101.50
04/22/2018	8052	ROOM FEE		3.05
04/22/2018	8051	GST		5.23
04/22/2018	8050	ALBERTA TOURISM LEVY		4.18
04/22/2018	6001	PARKING		10.00
04/23/2018	8007	VISA *****4024		(123.96)

TOTAL DUE: 0.00

TERMS / DUE AND PAYABLE UPON PRESENTATION. I AGREE THAT MY LIABILITY FOR THIS BILL IS NOT WAIVED AND AGREE TO BE HELD PERSONALLY LIABLE IN THE EVENT THE INDICATED PERSON OR THIRD PARTY FAILS TO PAY FOR ANY PART OF, OR THE FULL AMOUNT OF THE CHARGES.

THE DESTINATION MARKETING FEE IS SUBJECT TO 5% GST AND 4% ATL
GST R#108102864

SIGNATURE / _____

DATE / _____



Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member	Tim Hoven
Date	5/31/2018
Signature (Councillor / Board Member):	

PAYMENT PERIOD

<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March	<input type="checkbox"/> April
<input checked="" type="checkbox"/> May	<input type="checkbox"/> June	<input type="checkbox"/> July	<input type="checkbox"/> August
<input type="checkbox"/> September	<input type="checkbox"/> October	<input type="checkbox"/> November	<input type="checkbox"/> December

Council Supervision Rate	\$1,003.00 / Monthly
Reeve Supervision Rate	\$2,014.00 / Monthly
Deputy Reeve Supervision Rate	\$1,250.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
5/1	Council Workshop	1	1				91
5/3	WCS	1					54.2
5/8	Council				1		91
5/8	Caroline Ag			1			68.4
5/9	CCPAC	1					91
5/11	Cheddarville School Fundraiser						68.4
5/14	Joint Council	1	1				91
5/15	Workshop	1	1				91
5/19	Caroline Parade	1					68.4
5/22	Council				1		91
5/24	ICF Workshop	1	1				91
5/25	Internet Open House	1					91
5/25	Waste Management - Recycling		1				
5/28	Internet Open House	1					54.2
5/29	Internet Open House	1					34.2
5/29	Econ Development Open House		1				69.2

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Remuneration Calculation (for office use only)

10 Meetings @ 161.00 =	1610.00	1145	Kms @ \$0.55 =	629.75
7 Meetings @ 127.00 =	889.00	⊖	Lunch @ 16.00 =	⊖
2 Meetings @ 288.00 =	576.00			
Supervision =	1003.00			
TOTAL =	4078.00		TOTAL =	629.75



Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	<i>Theresa Leary</i>
Date:	<i>May 31, 2018</i>
Signature (Councillor / Board Member):	<i>Theresa Leary</i>

PAYMENT PERIOD

<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March	<input type="checkbox"/> April
<input type="checkbox"/> May	<input type="checkbox"/> June	<input type="checkbox"/> July	<input type="checkbox"/> August
<input type="checkbox"/> September	<input type="checkbox"/> October	<input type="checkbox"/> November	<input type="checkbox"/> December

Council Supervision Rate	\$1,003.00 / Monthly
Reeve Supervision Rate	\$2,014.00 / Monthly
Deputy Reeve Supervision Rate	\$1,250.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
<i>May 1/18</i>	<i>Special Power Meeting / Work</i>	✓					<i>14</i>
<i>May 8/18</i>	<i>Council</i>				✓		<i>14</i>
<i>May 9/18</i>	<i>FCSS</i>	✓					<i>14</i>
<i>May 10/18</i>	<i>RCAL</i>	✓					<i>14</i>
<i>May 10/18</i>	<i>Waste Authority</i>	✓					<i>14</i>
<i>May 14/18</i>	<i>St. John's Parish Meeting</i>	✓	✓				<i>14</i>
<i>May 15/18</i>	<i>Workshop</i>	✓	✓				<i>14</i>
<i>May 17/18</i>	<i>Community Futures</i>	✓					<i>190</i>
<i>May 17/18</i>	<i>Startup Board</i>	✓					<i>14</i>
<i>May 19/18</i>	<i>Revenue Panel</i>	✓					<i>87</i>
<i>May 22/18</i>	<i>Council</i>				✓		<i>14</i>
<i>May 23/18</i>	<i>Clearwater Public Works</i>	✓	✓				<i>195</i>
<i>May 23/18</i>	<i>Municipal Captain JCF's</i>	✓					<i>14</i>
<i>May 24/18</i>	<i>Clearwater Fire Station</i>	✓					<i>14</i>
<i>May 24/18</i>	<i>St. John's Parish - Special</i>	✓					<i>14</i>
<i>May 24/18</i>	<i>Workshop - Presentation</i>	✓					<i>14</i>

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Remuneration Calculation (for office use only)

<i>16</i>	Meetings @ 161.00 =	<i>2576.00</i>	<i>761</i>	Kms @ \$0.55 =	<i>418.55</i>
<i>3</i>	Meetings @ 127.00 =	<i>381.00</i>	<i>0</i>	Lunch @ 16.00 =	<i>0</i>
<i>2</i>	Meetings @ 288.00 =	<i>576.00</i>			
	Supervision =	<i>1003.00</i>			
TOTAL =		<i>4536.00</i>		TOTAL =	<i>418.55</i>



Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Cammie Laird
Date:	April 2018
Signature (Councillor / Board Member):	

PAYMENT PERIOD

<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March	<input checked="" type="checkbox"/> April
<input type="checkbox"/> May	<input type="checkbox"/> June	<input type="checkbox"/> July	<input type="checkbox"/> August
<input type="checkbox"/> September	<input type="checkbox"/> October	<input type="checkbox"/> November	<input type="checkbox"/> December

Council Supervision Rate	\$1,003.00 / Monthly
Reeve Supervision Rate	\$2,014.00 / Monthly
Deputy Reeve Supervision Rate	\$1,250.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
April 3	Workshop: Council (RE: CRFRS Stn 10&20 Open House) (14:00-16:30 Hrs.)	1					26
April 4	Attd: Open House RE: Stn, 10 (Leslieville) (17:00-20:30 Hrs.)	1					21
April 5	Attd: Open House RE: Stn, 20 (Condor) (17:00-21:30 Hrs.)	1					44
* April 6	Mtg.: (Special) RMH Sen. Housing) (08:30-11:30 Hrs.)	1					28
April 6	Mtg.: CAEPat Red Deer (12:00-16:30 Hrs.)		1				
April 10	Mtg.: CC Reg. Council (08:30-13:30 Hrs.)				1		26
April 10	Travel to Edmonton RE: SC-FC mtg. (14:00-17:30 Hrs.)		1				215
April 11	Workshop: Mtg.: Safety Codes Fire Sub-Council @ Edmonton (08:00-12:30 Hrs.)Travel	1	1	1			215
April 16	Mtg.: RMH Dr. Recruitment Committee (18:30-22:00 Hrs.)	1					26
April 17	Workshop: Council (RE: Budget 2018 Reserves) (12:30-16:30 Hrs.)	1					26
April 18	Mtg.: Tri Council with Wildrose School Div. @ Caroline (18:30-19:30 Hrs.)	1					80
April 19	Mtg.: RMH Hospital Committee (13:00-14:30 Hrs.)	1					28
April 19	Attd: FCSS Volunteer Appreciation Gala(18:00-22:00 Hrs.)		1				28
April 21	Attd: Kinnell's Fund Raiser for Can Praxis (PTSD) @ Davenport (17:30-22:00 Hrs.)	1					65
April 24	Mtg.: CC Reg. Council (08:30-17:00 Hrs.)				1		26
April 25	Mtg.: PAMZ @ Red Deer (03:30-18:30 Hrs.)	1	1				158

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Westview @ 81 Remuneration Calculation (for office use only)					
10	Meetings @ 161.00 =	1610.00	1012	Kms @ \$0.55 =	556.60
6	Meetings @ 127.00 =	762.00	0	Lunch @ 16.00 =	0
2	Meetings @ 288.00 =	576.00	Hotel Receipt = 156.06		
	Supervision =	1003.00	MountainView Hospital ty = < 71.72 >		
TOTAL =		4032.00	TOTAL =		640.94

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Cammie Laird
Box 550
4340 47 Avenue
Rocky Mountain House AB T4T1A4

Room No. : 447
Arrival : 04-10-18
Departure : 04-11-18
Page No. : 1 of 1
Folio No. : 3353
Conf. No. : 41674682
Cashier No. : 7697

INVOICE

Membership No. :
A/R Number :
Group Code :
Company Name :

04-11-18 10:52:18 AM EST

Date	Text	Charges	Credits
04-10-18	Room Charge	139.00	
04-10-18	DMF	4.17	
04-10-18	Alberta Tourism Levy	5.73	
04-10-18	Rooms GST	7.16	
04-11-18	Mastercard XXXXXXXXXXXX7389 XX/XX		156.06
Total		156.06	156.06
Balance			0.00

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Thank You For Staying With Us

I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any portion or the full amount of these charges.

Guest Signature _____

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Edmonton, Alberta T6H 5C2
Telephone: (780) 437-6010 Fax: (782) 431-5804
Email: RHI_ESAL@radisson.com