

**CLEARWATER COUNTY
COUNCIL AGENDA
October 23, 2013
10:30 A.M.
Council Chambers
4340 – 47 Avenue, Rocky Mountain House AB**

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. October 08, 2013 Regular Meeting Minutes
2. October 15, 2013 Special Council Meeting

D. MUNICIPAL

1. Alberta Wetlands Policy Revision
2. Remembrance Day Presentations
3. Alberta Urban Municipalities Association (AUMA) 2013 Convention

E. CORPORATE SERVICES

1. Operating and Capital Budget Reports as of September 30, 2013

F. IN CAMERA

1. Legal Update

G. COMMITTEE REPORTS

H. INFORMATION

1. CAO'S Report - attached
2. Public Works Director's Report
3. Accounts Payable Listing
4. Councillor Remuneration

I. ADJOURNMENT

TABLED ITEMS

Date Item, Reason and Status

04/10/12 **Arbutus Hall Funding Request**
• To allow applicant to provide a complete capital projects plan.

STATUS: Pending Information, Community and Protective Services

09/10/13 **Repair of Bridge BF01963**
• Reallocation of funds from bridge rehabilitation for the James River Bridge repair

STATUS: Pending Information, Alberta Transportation/Public Works



Agenda Item

Project: Alberta Wetland Policy Revision	
Presentation Date: October 23, 2013	
Department: n/a	Author: Rick Emmons / Matt Martinson / Marshall Morton
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: n/a	Goal: n/a
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>Water Act</u> <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: For Council to review and accept the information as presented by Administration for discussion purposes.	
Attachments List: Alberta Wetland Policy Overview	

Background:

Planning Perspective.

The Alberta Government has revised the Wetland Policy to allow greater flexibility in enabling wetland management initiatives at the regional planning level. The objectives of the new policy are to protect wetlands of the highest value, conserve and restore wetlands in areas where losses have been high, manage wetlands by avoiding or minimizing loss of wetlands (and if necessary, replacing lost wetland value), and consider wetland management in regional context.

The policy recognizes not all wetlands are of equal value. Individual wetlands will be assessed by using the following criteria; relative abundance on the landscape, biodiversity, ability to improve water quality, back water capability, and human uses.

As approximately 20% of Alberta's surface area is covered by wetlands (90% of the wetlands are bogs and fens), this policy will have a large impact on Clearwater County's land use planning and projects/operations within both the Agriculture and Public Works Departments.

Today, the wetlands are being managed by the “*Wetland Management in the Settled Area of Alberta*” policy. This policy only covers the settled areas (white zones), currently no policy governs the unsettled areas (green zones). This policy is intended to bridge that gap. This provincial policy would fall under the umbrella of the Water Act and would not be retroactive.

The most notable impact with this proposed policy in the Planning Department, will be the adoption of identifiable criteria to rate wetlands and focusing on the regional concept within the Regional Land Use Framework.

Agricultural Services and Landcare Perspective.

It appears that current Landcare activities of education and physical wet land restoration and preservation would meet the requirements to receive payments in lieu required when wetlands are altered or removed to facilitate future infrastructure projects the county may undertake. This would complement current programs and insure that money necessary to meet the requirements of the wetlands policy was utilized within the county and on projects prioritized by the county.

The Ag. Services and Landcare Department may also be able to help private landowners preserve or construct wetlands which may now hold value as accessible to them through the new requirements of the wetlands policy.

Public Work's Perspective.

If Clearwater County is looking to develop/construct (i.e.: road construction, facility construction, culvert/bridge rehabilitation, aggregate exploration, etc.) within wetlands, we will be required to take several steps designed to either shift development and/or construction to another site or take steps to mitigate the effect the construction and/or rehabilitation will have on the local environment. Or, even take steps to recreate marshlands and wetlands elsewhere in the province, depending on how significant the wetland(s) is deemed to be.

Ultimately, we will be responsible to “adequately demonstrate that alternative projects, project designs, and/or project sites have been thoroughly considered and ruled out for justifiable reasons.” (Alberta Wetlands Policy, pg. 16) As such, “in the event of permanent wetland loss, despite minimization efforts, wetland replacement will be required.” (Alberta Wetlands Policy, pg. 17)

In lieu of avoidance, minimization or replacement of the wetland(s), Clearwater County will also be able to contribute monetary donations to fund projects meant to promote the preservation and restoration of wetlands. Hence, funds would need to be, possibly, allocated to future budget forecasts.

Although there has been some clarification in relation to prioritization and classification of wetlands, it appears, in our opinion that a lot discretion has been left in the hands of the biologist that is reviewing your individual application/project.

Moving forward, all projects will be required to be weighed against possible impacts on wetlands. In the project planning stage the appropriate expertise will be required to identify and categorize wetlands and provide options for the Municipality to best manage affected wetlands. This type of expertise will currently have to be contracted out to an accredited firm as the County does not have anyone in house able to complete this type of work. Undoubtedly project costs will increase which can be directly attributed to the number and types of wetlands affected.



Agenda Item

Project: Remembrance Day Presentation	
Presentation Date: October 23, 2013	
Department: Municipal	Author: Ron Leaf
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council authorizes Reeve and Division 4 and 6 Councillors to attend Remembrance Day ceremonies.	
Attachments List: N/A	

Background:

I anticipate that the County will be contacted in the next week or so regarding County attendance and presentation at the Caroline and RMH Remembrance Day services. In the past the Reeve has attended the Rocky service with Division 4 & 6 councillors splitting attendance at the Caroline service. What is Council's wish re: attendance at Remembrance Day services? A reminder that November 11th falls on a Monday this year.



Agenda Item

Project: AUMA Convention	
Presentation Date: October 23, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Intergovernmental Relations	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council provide direction regarding attendance at the AUMA convention.	
Attachments List: N/A	

Background:

The AB Urban Municipalities Association (AUMA) Convention is being held November 20 – 22 in Calgary. In the past few years, a County councillor has attended in order to be aware of urban perspectives relating to municipal issues and provincial government initiatives. Does Council wish to attend as we will need to register and make reservations fairly quickly.



Agenda Item

Project: Operating and Capital Budget vs Actual Reporting as at September 30, 2013	
Presentation Date: October 23, 2013	
Department: Corporate Services	Author: Rhonda Serhan
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: Accept as Information	
Attachments List: Operating and Capital Budget vs Actual Reporting	

Background:

Operating Actuals are on target with the exception of a couple of variances. The variances are the disaster expenses, for the fire and the flood, as well as the water and sewer expenses. The fire and flood disaster provincial funding process is well under way and we expect some of the funding to arrive yet in 2013. The water and sewer line is over budget due to approximately \$150,000 in expenses on the Nordegg water incident earlier in the spring.

Capital expenditures are mostly below budget, with a busy fall in progress. We will see the projects for this fall wrapping up, mostly due to the onset of winter, in the coming weeks. Invoicing will happen over the next couple of months, and as you know some projects will be carried forward into 2014.

Please forward me any project specific questions you have ahead of council and I will ensure the appropriate director be in attendance to answer these for you.

Clearwater County
Operating
For the Nine Months Ending September 30, 2013

	Year to date 2013	Budget 2013	Variance 2013	2
Operating Revenue				
Net municipal taxes	\$36,317,003	\$36,288,270	\$28,733	
User fees and sales of goods	336,284	1,658,500	(1,322,216)	
Government transfers for operating	808,822	1,188,930	(380,108)	
Investment income	275,715	413,000	(137,285)	
Penalties and costs of taxes	189,793	75,000	114,793	
Development levies	14,815	55,000	(40,185)	
Permits and licenses	30,170	58,600	(28,430)	
Oil Well Drilling Taxes	1,694,464	1,200,000	494,464	
Other	209,216	323,500	(114,284)	
Total Operating Revenue	39,876,282	41,260,800	(1,384,518)	

Clearwater County
Operating
For the Nine Months Ending September 30, 2013

	<u>Year to date 2013</u>	<u>Budget 2013</u>	<u>Variance 2013</u>
Operating Expenses by Department			
Agriculture Services			
ASB General	\$262,152	\$361,902	\$99,750
ASB AESA	132,060	138,712	6,652
ASB Vehicle & Equipment Pool	53,718	91,018	37,300
ASB Vegetation Management	375,458	678,399	302,941
ASB Weed & Pest Control	177,699	192,955	15,256
ASB Public Relations	4,332	2,350	(1,982)
	<u>1,005,419</u>	<u>1,465,336</u>	<u>459,917</u>
Community & Protective Services			
Community Services	322,393	1,335,475	1,013,082
Culture	148,752	248,360	99,608
Emergency Services	1,723,288	190,910	(1,532,378)
Economic Development	629,871	851,152	221,281
Peace Officers	345,130	596,947	251,817
Recreation	908,538	4,288,167	3,379,629
Regional Fire Services	923,815	1,324,445	400,630
	<u>5,001,787</u>	<u>8,835,456</u>	<u>3,833,669</u>

**Clearwater County
Operating
For the Nine Months Ending September 30, 2013**

	Year to date 2013	Budget 2013	Variance 2013
Corporate Services			
Assessment	\$326,067	\$641,537	\$315,470
Finance	258,446	406,359	147,913
General	664,853	1,089,927	425,074
Human Resources	127,096	141,621	14,525
Legislative	232,617	475,317	242,700
Technology & Information Management Services	426,199	754,510	328,311
	2,035,278	3,509,271	1,473,993
Planning & Nordegg			
Planning	407,455	773,043	365,588
Nordegg	89,593	172,297	82,704
Nordegg Historic Society.	146,994	179,198	32,204
	644,042	1,124,538	480,496
PUBLIC WORKS			
General	617,248	766,350	149,102
Facilities	335,275	665,878	330,603
Gravel Activities	1,919,090	2,132,450	213,360
GIS Mapping	104,435	198,900	94,465
Road Maintenance	2,108,262	3,222,649	1,114,387
Safety	91,066	126,891	35,825
PW Shop	225,370	384,330	158,960
Vehicles & Equipment	2,254,583	3,222,235	967,652
Water & Sewer	407,411	297,999	(109,412)
	8,062,740	11,017,682	2,954,942

**Clearwater County
Operating**
For the Nine Months Ending September 30, 2013

	Year to date 2013	Budget 2013	Variance 2013	2
Contingency		\$1,020,876	\$1,020,876	
Total Operating Expenses	16,749,266	26,973,159	10,223,893	
Excess of Revenue over Expenses	23,127,016	14,287,641	8,839,375	1

Clearwater County Capital

For the Nine Months Ending September 30, 2013

	Year to date 2013	Budget 2013	Variance 2013	% 2013
Capital Revenue				
Grants	\$5,611,167	\$6,146,000	(\$534,833)	91%
Total Capital Revenue	5,611,167	6,146,000	(534,833)	91%

Clearwater County Capital

For the Nine Months Ending September 30, 2013

	Year to date 2013	Budget 2013	Variance 2013	% 2013
Capital Expenditures by Department				
Agriculture Services				
ASB - Equipment	\$65,289	\$87,000	\$21,711	75%
ASB - Vehicles	27,285	28,000	715	97%
	92,574	115,000	22,426	80%
Community & Protective Services				
Community Peace Officers	97,268	92,000	(5,268)	106%
Regional Fire Services	116,070	118,925	2,855	98%
Parks & Recreation	14,227	548,000	533,773	3%
	227,565	758,925	531,360	30%
Corporate Services				
TIMS Capital	66,299	450,000	383,701	15%
	66,299	450,000	383,701	15%

Clearwater County Capital

For the Nine Months Ending September 30, 2013

	Year to date 2013	Budget 2013	Variance 2013	% 2013
Planning & Nordegg				
Nordegg Project Development	\$482,185	\$617,000	\$134,815	78%
	482,185	617,000	134,815	78%
PUBLIC WORKS				
Heavy Equipment	514,005	945,000	430,995	54%
Land	820	625,000	624,180	0%
Local Road Construction	3,039,264	5,304,703	2,265,439	57%
Asphalt Overlay	2,179,811	12,368,600	10,188,789	18%
Chip Seal Program	73,443	127,729	54,286	57%
Bridge Rehab	144,373	1,217,960	1,073,587	12%
Base Pave	1,309,804	8,412,000	7,102,196	16%
Facilities	50,464	2,367,500	2,317,036	2%
Sewer	48,144	65,000	16,856	74%
	7,360,128	31,433,492	24,073,364	23%
Total Capital Expenditures	8,228,751	33,374,417	25,145,666	25%
Excess of Expenditures over Revenues	(2,617,584)	(27,228,417)	24,610,833	10%

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2013.....

Name of Councilor / Board Member Case Kanner

Payment Periods

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

Supervision Rate – \$550.00 Monthly
 Reeve Supervision Rate - \$850.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.54 / km
6	Nordegg Hist Soc	✓	✓				205
10	Council				✓		26
11	CCPAC	✓					26
12	DT Rec. Board	✓					30
13	SPOG	✓					160
13	Stronger Together	✓					26
16	A+P	✓					26
14	Joint Venture	✓					26
24	Council				✓		26
25	SDFAB	✓					26
30	Nordegg Hist Soc	✓					26

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Remuneration Calculation

<u>9</u>	Meetings @ \$149.00=	<u>1341.00</u>	<u>603</u>	Kms @ \$0.54=	<u>325.62</u>
<u>1</u>	Meetings @ \$119.00=	<u>119.00</u>		Lunch @ \$16.00=	
<u>2</u>	Meetings @ \$271.00=	<u>542.00</u>			
	Supervision=	<u>550.00</u>			
	TOTAL=	<u>2552.00</u>		TOTAL=	

Signature {Councilor / Board Member} [Signature]

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2013.....

Name of Councilor / Board Member Bob Bryant

Payment Periods

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

Supervision Rate – \$550.00 Monthly
Reeve Supervision Rate - \$850.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.53 / km
Sept 5/13	Parkland Regional Library	✓					200km
Sept 5/13	PAMZ Executive View ^{Spaced}	✓					144km
Sept 6/13	Nordagga Historical AHPF ^{Meet}	✓					170km
Sept 9/13	Arena Master Plan Meet.	✓					4km
Sept 10/13	Regular Council	✓			✓		4km
Sept 12/13	MPC	✓	✓				4km
Sept 12/13	RPAP Meeting	✓					4km
Sept 13/13	Stranger Together Ceremony	✓					4km
Sept 16/13	ATP Meeting	✓	✓				4km
Sept 18/13	Hospital Committee Interview	✓					4km
* Sept 18/13	Rocky Senior Housing						
Sept 18/13	Rocky Library Board.	✓					4km
Sept 20/13	RDRWA Board Meet.	✓	✓				172km
Sept 23/13	Parkland Regional P.D. Day	✓	✓				200km
Sept 24/13	Regular Council				✓		4km

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Remuneration Calculation

1 Westview Mtg @ 69	69.00			
16 Meetings @ \$149.00=	2384.00	1814	Kms @ \$0.53=	979.56
5 Meetings @ \$119.00=	595.00		Lunch @ \$16.00=	
2 Meetings @ \$271.00=	542.00			
Supervision=	550.00			
TOTAL=	4140.00		TOTAL=	979.56

Signature {Councilor / Board Member} R. J. Bryant

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2013.....

Name of Councilor / Board Member ..**Jim Duncan**.....

Payment Periods

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

Supervision Rate – \$550.00 Monthly
Reeve Supervision Rate - \$850.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$145.00	Next 4 Hours \$116.00	Next 4 Hours \$116.00	Regular Council Meeting \$263.00	Lunch \$16.00	Mileage @ \$0.53 / km
Sept 4	Rec Board	X					40
Sept 6	ASB Provincial Committee	X	X				238
Sept 9	Rec Board Arena Expansion	X					20
Sept 9	Pow Wow Committee	X				X	20
Sept 10	Regular Council				X		40
Sept 10	ASB Everdell Community	X					52
Sept 11	FCSS Board Meeting	X					40
Sept 12	Rec Board-Dirt Users	X					40
Sept 16	Agendas and Priorities	X	X				40
Sept 19	MGA Review at Balzac	X	X	X			445
Sept 24	Regular Council				X		40
Sept 24	Arena Expansion Comm.	X					0
Sept 25	FCSS Interagency Meeting	X					20
Sept 25	ASB Landcare	X				X	20

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Remuneration Calculation

<u>12</u>	Meetings @ \$145.00=	<u>1788.00</u>	<u>1055</u>	Kms @ \$0.53= <u>569.70</u>
<u>4</u>	Meetings @ \$116.00=	<u>476.00</u>	<u>2</u>	Lunch @ \$16.00= <u>32.00</u>
<u>2</u>	Meetings @ \$263.00=	<u>542.00</u>		
	Supervision=	<u>550.00</u>		
	Sub Total=	<u>3356.00</u>		Sub Total=
	TOTAL=	<u>3356.00</u>		TOTAL= <u>601.70</u>

Jim Duncan

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2013.....

EARL GRAHAM

Name of Councilor / Board Member

Payment Periods

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

Supervision Rate - \$550.00 Monthly
Reeve Supervision Rate - \$850.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.54 / km
Sept 9/13	ICC	✓					22
Sept 10/13	COUNCIL				✓		92
Sept 12/13	MPC	✓	✓				92
Sept 13/13	SPOG	✓	✓	✓			90
Sept 16/13	A + P				✓		92
Sept 18/13	RDRMUG	✓	✓			✓	99.5
Sept 19/13	RDRMUG	✓	✓	✓			155
Sept 20/13	Library (Budget)	✓					22
Sept 24/13	Council				✓		92
Sept 25/13	CALKINS	✓					92
Sept 26/13	SPIRT	✓					22
Sept 25/13	AG SOCIETY				✓		22
Sept 2/13	LIBRARY	✓					22

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Remuneration Calculation

<u>9</u>	Meetings @ \$149.00=	<u>1341.00</u> ✓	<u>1010</u>	Kms @ \$0.54=	<u>545.40</u>
<u>7</u>	Meetings @ \$119.00=	<u>833.00</u> ✓	<u>1</u>	Lunch @ \$16.00=	<u>16.00</u> ✓
<u>3</u>	Meetings @ \$271.00=	<u>813.00</u> ✓			
	Supervision=	<u>550.00</u> ✓			
	TOTAL=	<u>3537.00</u>		TOTAL=	<u>561.40</u>

Signature {Councilor / Board Member}



Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of2013.....

Name of Councilor / Board Member *Shik W. Young*

Payment Periods

January

February

May

June

March

April

July

August

September

October

November

December

Supervision Rate – \$550.00 Monthly
Reeve Supervision Rate - \$850.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.53 / km
10	Council				✓		53
13	S P's 6 Break hours done	✓					164
13	Stoungen together		✓				30
16	A + P	✓	✓	✓			53
18							
24	Council				✓		53
25	Sd A B	✓					53
27	Wrayton Valley 25am	✓	✓				244

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Remuneration Calculation

<u>4</u>	Meetings @ \$149.00=	<u>596.00</u>	<u>650</u>	Kms @ \$0.53=	<u>351.00</u>
<u>4</u>	Meetings @ \$119.00=	<u>476.00</u>		Lunch @ \$16.00=	
<u>2</u>	Meetings @ \$271.00=	<u>542.00</u>			
	Supervision=	<u>550.00</u>			
	TOTAL=	<u>2164.00</u>		TOTAL=	<u>351.00</u>

Signature {Councilor / Board Member} *Shik W. Young*