

CLEARWATER COUNTY COUNCIL AGENDA

September 13, 2016

9:00 A.M.

Council Chambers

4340 – 47 Avenue, Rocky Mountain House, AB

9:05 A.M. Delegation: Jason Nixon, MLA Rimbey-Rocky Mountain House-Sundre

9:45 A.M. Delegation: Michelle Swanson and Bob Haagsma, Clearwater Broadband Foundation

**10:30 A.M. Delegation: Alice Murray, Community Affairs Associate, and
Ryan d'Abadie, Senior Surface Landman, Shell Canada Ltd.**

11:00 A.M. Signing Authority for Rocky Regional Landfill EPEA Approval Renewal Application

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. August 23, 2016 Regular Meeting Minutes

D. DELEGATIONS

1. 9:05 A.M. MLA Rimbey-Rocky Mountain House-Sundre, Jason Nixon
2. 9:45 A.M. Clearwater Broadband Foundation, Michelle Swanson and Bob Haagsma
3. 10:30 A.M. Shell Canada Ltd., Alice Murray, Community Affairs Associate and
Ryan d'Abadie, Senior Surface Landman

E. PUBLIC WORKS

1. Bylaw 1018/16 Highway Management

F. MUNICIPAL

1. 11:00 A.M. Signing Authority for Rocky Regional Landfill EPEA Approval Renewal
Application
2. Red Deer County Request for Resolution Endorsement
3. Wheatland County Request for Resolution Endorsement
4. Clearwater Trails Initiative Letter – Letter of Support Request

G. CORPORATE SERVICES

1. Wilderness Village Request For Changes to 2016 Property Tax

H. COMMUNITY & PROTECTIVE SERVICES

1. Digital Futures Symposium

I. INFORMATION

1. CAO's Report
2. Public Works Director's Report
3. Councillor's Verbal Report
4. AAMDC Position Statements
5. Accounts Payable Listing
6. Councillor Remuneration

J. IN CAMERA*

1. Labour

* 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, Sections 21(1)(ii); 24(1)(a)(c) and (g); 25(1)(c)(iii); and 27(1)(a)

K. ADJOURNMENT

POSTPONED ITEMS

<u>Date</u>	<u>Item, Reason and Status</u>
03/08/16	087/16 Condor Community Centre Grant Request STATUS: Pending Information, Community & Protective Services/Public Works



AGENDA ITEM

PROJECT: Delegation – Jason Nixon, MLA Rimbey-Rocky Mountain House-Sundre		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Haight	REVIEWED BY: Marshall Morton
BUDGET IMPLICATION: <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: Advocate in the best interests of our community and region	STRATEGIES: 2.5.7
ATTACHMENT(S): none		
RECOMMENDATION: That Council receives the information as presented.		

BACKGROUND:

Jason Nixon, Member of Legislative Assembly, representing Clearwater County in the Rimbey-Rocky Mountain House-Sundre riding, will attend Council to provide updates and discuss the following issues:

- Municipal Government Act Proposed Amendments regarding collaborative framework between municipalities with common boundaries. Clearwater County has collaborative/revenue sharing agreements with other municipalities that are tailored to individual and regional situations. A ‘one-size fits all’ approach could be detrimental to needs.
- Role of the Alberta Ombudsman
The Province proposes to expand the mandate of the Alberta Ombudsman to include oversight of municipalities and to respond to complaints about municipalities. There is concern that subjecting municipal decision-making and administrative processes to the oversight of the Ombudsman may compromise municipal autonomy and provide an additional avenue for those unhappy with a council’s decision, rather than the process followed, to overturn or delay the implementation of that decision.¹

- Alberta First Responder Radio Communications System (AFRRCS)
The province wide radio communication system that provides coverage for first responders/emergency personnel through a networked system of radio towers may limit highway patrol officers' access to information. This presents a safety concern for officers dealing with traffic violations.

- Phase 2 Federal Infrastructure Funding
What are the Province's budgets and priorities for Phase 2? What are the Province's plan for matching funds/cost share with municipalities?

- Construction of a new hospital
The Rocky Mountain House hospital is critical in servicing west central Alberta in terms of area residents, industry and recreational users of West County. Timing is critical in identifying a future site given current planning processes underway by Town and County.

- West County Management
The Provincial Government manages activities associated with resource extraction uses (e.g. mining, oil & gas, timber) occurring on Crown land however, the Province exercises little control regarding the significant recreational uses occurring on these same lands. The number of recreational users of crown land, and particularly in the eastern slopes areas, have increased geometrically in the past 10 – 15 years. While there is economic benefit derived from this activity there is an increasing need by the Provincial Government to better understand and manage the recreational activity. Municipal governments need to be a partner in developing solutions.



AGENDA ITEM

PROJECT: Delegation – Michelle Swanson and Bob Haagsma, Clearwater Broadband Foundation		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Municipal	WRITTEN BY: Tracy Haight	REVIEWED BY: Marshall Morton
BUDGET IMPLICATION: <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: Ensure our established, as well as, new communities are well connected and supported	STRATEGIES: 3.3.1
ATTACHMENT(S): none		
RECOMMENDATION: That Council receives the information as presented.		

BACKGROUND:

Michelle Swanson and Bob Haagsma, members of the Clearwater Broadband Foundation, will attend Council to advocate for enhanced broadband service throughout Clearwater County.

Ms. Swanson states “The Clearwater Broadband Foundation believes that enhanced broadband service would be a viable transformation for all community residents and businesses and would serve the multitude of diverse social, economic and sustainable goals....”.

The presentation will focus on the Foundation’s support of Council’s role in the enhancement of broadband services within the County.



AGENDA ITEM

PROJECT: Delegation – Shell Canada Ltd., Alice Murray, Community Affairs Associate, and Ryan d'Abadie, Senior Surface Landman		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Public Works	WRITTEN BY: Erik Hansen	REVIEWED BY: Marshall Morton
BUDGET IMPLICATION: <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) Bylaw: _____ Policy: <u>Industry Access Roads Policy</u>		
STRATEGIC PLAN THEME: Managing our Growth	PRIORITY AREA: Transportation	STRATEGIES: Support a transportation network that connects and moves residents and industry
ATTACHMENT(S): Shell Request Letter, Air Photo, Industry Access Roads Policy		
RECOMMENDATION: That Council consider Shell Canada Limited's request and accept the maintenance and management of the Baker Street Road subject to the Administrations described conditions.		

BACKGROUND:

Clearwater County has received a request from Shell Canada Ltd. regarding the Baker Street Road located approximately 10.5 Km south of Hwy 54 on Hwy 22.

See Attached Request Letter and Air Photo

In summary, the Baker Street Road was constructed by Shell in the early 1990's as a mitigation measure, for the local residents. This road was intended to act as an egress in an emergent situation in relation to the Shell sour gas plant facility. The existing adjacent road allowance was not utilized due to constructability, therefore, the land for the roadway was acquired by way of 25 year lease agreements with no annual rental payable to the landowners.

Shell is requesting that Clearwater County assume the maintenance and management of this 1.64Km road. Reasons they state include, only eight of the twelve original signatories of the agreement are still landowners in the area as well as the Shell Caroline Field is matured and in decline. Over the next few years the field will continue to be shut-in. Shell anticipates that their interests in the area may someday end, however, the local residents will still require access to their property.

The request letter goes on to say that the road does not meet Clearwater County's road specifications and that the users of the road are satisfied with the current condition of the road. Shell is requesting that Clearwater County accept assignment of the road in its current condition.

A request of this nature is subject to Council's Industry Access Roads Policy. The policy procedure outlines that the County will determine the Public's need for the road and consider the need of any individuals that have use for the road. According to our current GIS data there are 17 permanent/ seasonal residents that utilize this road for access.

The policy also states that when Council deems an industry access road on road allowance or private property as an asset to the County/ County ratepayers, Council may choose to take over the maintenance / control of the road.

See Attached Policy

Administration is recommending that if Council wishes to assume maintenance and management of the described road that the following conditions be applied.

- 1) The described 1640m of road located on private property be purchased and registered as road plan.
- 2) The width of the registered road right of way must accommodate the construction of Municipal Standard roadway. ie 7.3m road top, 3:1 side slopes, 1m flat bottom ditch and 2:1 back slopes.
- 3) The existing road must be upgraded to meet Clearwater County's Industrial Road standard which includes but is not limited to 6m road top, 3:1 side slope, 1m flat bottom ditch and 2:1 back slopes.
- 4) All associated costs with the land purchase, survey, registration and road upgrades shall be at the sole expense of Shell Canada Ltd.



Shell Canada Limited
400 4th Avenue S.W.
P.O. Box 100, Station M
Calgary, Alberta T2P 2H5
Tel (403) 691-3111
Internet www.shell.ca

August 15, 2016

Via Email: mmorton@clearwatercounty.ca

Clearwater County
Marshall Morton
Director of Public Works
4340 - 47 Avenue
Box 550
Rocky Mountain House, AB
T4T 1A4

Attention: Mr. Morton

Re: Assignment of Egress Road from Shell Canada Limited to Clearwater County
Lands: N ½ 8-35-5 W5M & SW ¼ 8-35-5 W5M

In 1991 Shell Canada Limited (“Shell”) received approval to build the Shell Caroline Gas Plant and associated infrastructure. At that time, the landowners and residents in Section 8-35-5-W5M did not have sufficient egress from their properties. With the construction of the Shell sour gas facilities, the residents wanted sufficient egress in an emergency situation so they could be safely evacuated. Shell engaged a facilitator to work with the County of Clearwater, the area residents and Shell to identify what the best option would be.

The resolution was the construction of an egress road by Shell on the quarter line running east and west (N½ & SW¼ 8-35-5 W5M), known locally now as “Baker Street Road” (see attached “Individual Ownership Plans”). The county road allowance to the north was not feasible due to the construction difficulty and economics of building in that area. The land for the roadway was acquired 25 year lease agreements with no annual rental payable to the landowners in October of 1991. The lease is automatically renewing for a second 25 year term in October, 2016 (see attached “Example Roadway Lease”).

Shell would like to assign the road to the County of Clearwater. Only eight of the original twelve signatories of the agreement are still landowners in the area. In an additional 25 years the signatories may be vastly different. Maintaining an understanding of Shell’s care and custody of the road will become less clear as time goes by to the residents in the area. In addition, the Shell Caroline field is matured and in decline. The north end of the field is already decommissioned.

One train of the Caroline Plant was shut down in 2012. Over the next few years, the field will continue to be shut-in. Shell's interests in the area may someday end, however the residents in Section eight (8) will still require access to their property.

Shell is aware of the County of Clearwater requirement that any road they take over from industry, meet county specifications. This road is 1640 metres of high grade which requires very little maintenance (see attached "Aerial Photograph of Road"). All users of the road are satisfied with the current condition of the road. The road does not meet County of Clearwater's present road specifications; however, Shell is requesting the County accept assignment the road over in its current condition.

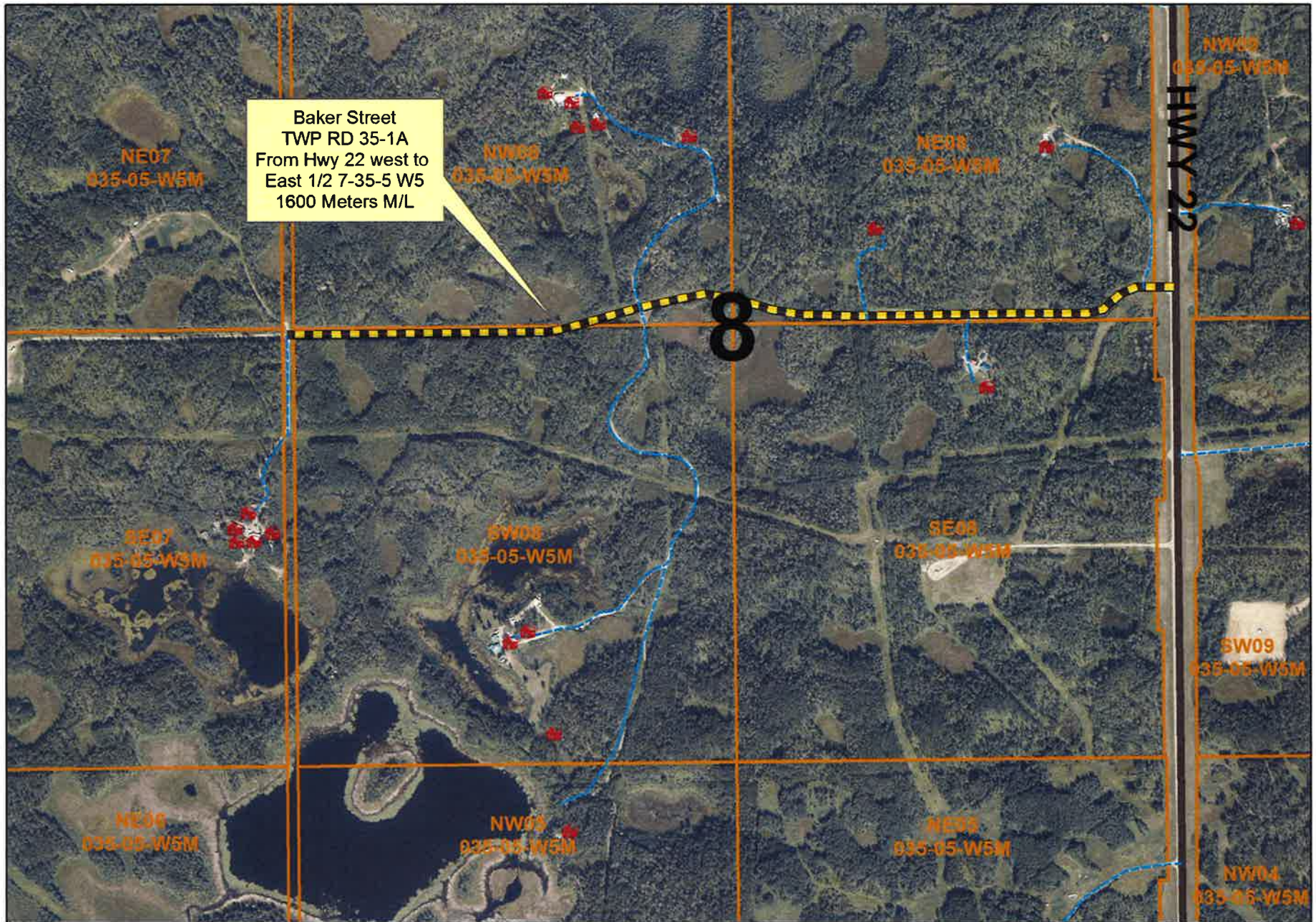
Shell would like an opportunity to discuss this suggestion with the Clearwater County Council with the hopes of receiving a favourable decision.

Sincerely,

SHELL CANADA LIMITED

A handwritten signature in black ink, appearing to read 'R.P. d'Abadie', with a long horizontal flourish extending to the right.

R.P. (Ryan) d'Abadie, PSL
Senior Surface Landman



Baker Street
TWP RD 35-1A
From Hwy 22 west to
East 1/2 7-35-5 W5
1600 Meters M/L

NE07
035-05-W5M

NW08
035-05-W5M

NE08
035-05-W5M

NW09
035-05-W5M

SE07
035-05-W5M

SW08
035-05-W5M

SE08
035-05-W5M

SW09
035-05-W5M

NE06
035-05-W5M

NW09
035-05-W5M

NE09
035-05-W5M

NW04
035-05-W5M



 Residences
Permanent & Summer

Baker Street - TWP RD 35-1A



Clearwater County

INDUSTRY ACCESS ROADS

EFFECTIVE DATE: March 23, 2001

SECTION: Public Works

POLICY STATEMENT:

To outline considerations on any industry access road where industry endeavors to turn over the maintenance/control of the road to the County.

DEFINITION:

Industry Access Roads – A road built by Industry to provide service to certain industrial developments. Due to its location it may serve other developments and lands as well.

PROCEDURE:

1. When the County receives a request from a company to turn the maintenance and control of an Industry Access Road over to the County, The County will determine the general public's need for the road and consider the need of any individuals that have a use for the road.
2. When Council deems an Industry Access Road on road allowance or private property as an asset to the County/County Ratepayers, Council may choose to take over maintenance/control of the road.
3. When an individual requests the Industry Access Road be made public, Council, at its discretion, may decide to allow the individual to take over maintenance of this road as per the Policy associated with the road.
4. When an Industry Access Road is deemed by Council not to be an asset to the County, the responsible Company will be required to reclaim the road/road allowance to a standard that meets or exceeds those required by Alberta Environment's Reclamation Criteria for Wellsites and Associated Facilities.
5. Council will deal with each request individually due to the variables surrounding each situation.



AGENDA ITEM

PROJECT: Bylaw 1018/16 Highway Management – First Reading		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Public Works	WRITTEN BY: Erik Hansen	REVIEWED BY: Terri Miller/Marshall Morton
BUDGET IMPLICATION: <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): Highway Management Bylaw		
STRATEGIC PLAN THEME: Managing our Growth	PRIORITY AREA: Planning	STRATEGIES: 1.1.1 Ensure appropriate land use planning for public infrastructure, rural subdivisions, hamlets and commercial and industrial lands.
RECOMMENDATION: That Council reviews the draft Bylaw, recommend any changes, and approve First Reading.		
ATTACHMENT(S): 1. Draft Highway Management Bylaw		

BACKGROUND:

As per Council’s request, Administration is presenting a draft Highway Management Bylaw for Council’s consideration. The direction from Council was to create a bylaw that would streamline some administrative processes and update Clearwater County practices.

Highlights of the bylaw include:

- Linking the Clearwater County Road Use for Industrial/ Commercial Truck Hauls Policy, the Road Weights Control Policy and the Permitting of Road Allowances Policy to a bylaw with further clarity.

- The bylaw also rescinds a list of regulatory bylaws for individual signs as this new bylaw manages them through the use of mapping.

- Provides a detailed list of scheduled fees and specified penalties
- Provides the Authority to the CAO to administer the bylaw in its entirety eliminating the need for Council's review. Thus, eliminating some of the expensive advertising costs associated with the some of the application processes.

(See Attached)

Upon review and approval of this draft bylaw, staff will make any recommended changes and bring this item back for Council's consideration. In addition, the three policies identified in the bylaw will be brought back to Council for review.



CLEARWATER COUNTY

BYLAW No. 1018/16

HIGHWAY MANAGEMENT BYLAW

A BYLAW OF CLEARWATER COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF REGULATING THE USE OF HIGHWAYS UNDER THE DIRECTION, CONTROL AND MANAGEMENT OF CLEARWATER COUNTY

WHEREAS pursuant to the *Traffic Safety Act*, RSA 2000, c T-6 and the *Dangerous Goods Transportation and Handling Act*, RSA 2000, c D-4 Council may, with respect to highways under its direction, control and management, pass bylaws not inconsistent with the aforesaid Acts;

AND WHEREAS pursuant to the *Highways Development and Protection Act* Council may pass bylaws regulating the placing of roadside improvements on privately owned property;

AND WHEREAS pursuant to the *Municipal Government Act*, RSA 2000, c M-26 Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property and the enforcement of bylaws;

NOW THEREFORE, the Council, in the Province of Alberta, duly assembled, enacts as follows:

PART 1 – SHORT TITLE

1. This Bylaw may be cited as the "Highway Management Bylaw".

PART 2 – DEFINITIONS

2. In this Bylaw, words shall have the same meanings as in the *Traffic Safety Act* except as otherwise defined herein.
3. In this Bylaw:
 - (a) "**CAO**" means the Chief Administrative Officer for the County, or his or her delegate;
 - (b) "**Council**" means the municipal council of the County;
 - (c) "**County**" means the municipal corporation of Clearwater County, and includes the geographical area within the boundaries of Clearwater County where the context so requires;

Bylaw No.
Road Use Bylaw

- (d) "**Court**" means a Court of competent jurisdiction in Alberta;
- (e) "**Dangerous Goods**" has the same meaning as in the *Dangerous Goods Transportation and Handling Act*.
- (f) "**Heavy Vehicle**" means a vehicle, or a vehicle with a trailer attached that has a Gross Weight or a Gross Registered vehicle Weight of 11,794 kilograms or more, with or without a load, or exceeds 12.5 metres in overall length, excluding Recreational Vehicles;
- (g) "**Locality**" means an unincorporated community recognized by the County as a locality, including but not limited to a hamlet located within the County;
- (h) "**Municipal Tag**" means a tag or similar document issued by the County pursuant to the *Municipal Government Act* for the purpose of notifying a Person that an offence has been committed for which a prosecution may follow;
- (i) "**Park**", "**Parking**", or "**Parked**" means to allow a vehicle, whether occupied or not, to remain stationary in one place, except;
- (i) when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers, goods or within a designated loading zone, or
- (ii) when complying with a direction given by a Peace Officer or Traffic Control Device;
- (j) "**Peace Officer**" means a member of the Royal Canadian Mounted Police, a Community Peace Officer whose appointment includes enforcement of the County's Bylaws, or a Bylaw Enforcement Officer appointed by the County;
- (k) "**Person**" means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative;
- (l) "**Railway Crossing**" means that portion of a highway under the County's direction, control and management that crosses a railway track;
- (m) "**Recreational Vehicle**" means a vehicle designed to provide temporary living accommodation for travel, vacation, or recreational use, and to be driven, towed or transported, some examples of which include, without restricting the generality of the foregoing, a motor home, holiday trailer, camper, tent trailer and any bus or truck converted to provide temporary living accommodation;
- (n) "**Road Use Permit**" means a written Permit entered into by a Person or Company with the County as per Clearwater County Policy governing Road Use for Industrial/Commercial Truck Hauls.

- (o) "**Traffic Control Device**" means any temporary or permanent sign, signal, marking or device placed, marked or erected under the authority of this Bylaw for the purpose of regulating, warning or guiding traffic or governing parking;
- (p) "**Undeveloped Road Allowance**" means any land dedicated as a road right of way that has not been developed, whether or not the right of way is shown on a road plan registered with the Land Titles Registry;
- (q) "**Violation Ticket**" means a ticket issued pursuant to either Part 2 or Part 3 of the *Provincial Offences Procedure Act*.
- (r) "**Overweight Permit**" is issued to a person or company that will be operating a non-standard configuration commercial vehicle that requires an Alberta Transportation Permit.
- (s) "**Non-Standard Configuration**" any unit that requires an Alberta Transportation Permit (jeeps, wheelers, booster added to a tractor unit)

RULES OF INTERPRETATION

- 4. Nothing in this Bylaw relieves a Person from complying with any provision of any Provincial or Federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or licence.
- 5. Any heading or sub-headings in this Bylaw are included for guidance purposes and convenience only, and shall not form part of this Bylaw.
- 6. This Bylaw is gender-neutral and, accordingly, any reference to one gender includes another.
- 7. Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court, all other provisions of this Bylaw shall remain valid and enforceable.
- 8. Any reference to the provisions of a statute of Alberta is a reference to that statute and any regulations thereunder, as amended, or repealed and replaced from time to time.

APPLICATION

- 9. This Bylaw does not apply to the following:
 - (a) an emergency vehicle that is responding to an emergency; or
 - (b) a vehicle or equipment operated by or under hire by the County for snow removal, road and or bridge construction or maintenance, or maintenance of County property.

PART 3 – OPERATIONAL RESTRICTIONS**WEIGHT LIMITS**

10. No Person shall operate a vehicle on a highway in excess of the posted weight limit unless that Person has obtained an overweight permit.
11. Unless the CAO establishes a weight limitation that is less than the weight that may be borne under the *Traffic Safety Act*, the maximum allowable weight on a highway is the same as the maximum allowable weight specified in the *Traffic Safety Act*.

TRAFFIC CONTROL DEVICES

12. No Person shall:
 - (a) operate, or
 - (b) Park,a vehicle in contravention of a Traffic Control Device.
13. No Person shall climb upon, interfere with, damage, deface, remove, alter or destroy a Traffic Control Device.

TRACKING MATERIAL

14. No Person shall operate a vehicle on a highway so as to track any earth, sand, gravel or other material on the highway.
15. A Person tracking material onto a highway contrary to section 14 shall, in addition to any penalty that may be specified in Schedule "B", be liable to clean up or remove the material tracked onto the highway and in default the County may clean up or remove the material at the expense of the Person responsible for the tracking.

LITTERING OR DUMPING

16. No Person shall place, cause or permit to be placed, throw or dump any litter, refuse, substance or thing of any kind on any highway.
17. Section 16 does not apply to a Person who may place, cause or permit to be placed sand, salt or other de-icing agent onto a sidewalk adjacent to a private property during the winter season to mitigate potential dangers caused by the accumulation of ice and snow.

ROAD ALLOWANCES

18. No Person shall use, other than to access or travel along, an undeveloped road allowance unless a license has been issued to the Person pursuant to this Bylaw.

HIGHWAY OBSTRUCTIONS

19. No Person shall permit any structure, object, or thing on or forming part of property that they own or occupy to:
- (a) cause a drifting or accumulation of snow on a highway;
 - (b) damage a highway;
 - (c) obstruct the vision of pedestrians or drivers of vehicles on a highway; or
 - (d) create a hazard or obstruction to vehicular or pedestrian traffic on the highway.
20. A Person who causes any damage to a highway contrary to section 19 shall, in addition to any penalty that may be specified in Schedule "B", be liable to the County for the costs to repair the damage.

ENGINE RETARDER BRAKES

21. No Person shall use engine retarder brakes within a Locality of the County where prohibited by signs.

PART 4 – PARKING RESTRICTIONS**PROHIBITED PARKING**

22. Unless permitted or required by a Traffic Control Device, no Person shall stop or Park a vehicle:
- (a) where a Traffic Control Device prohibits stopping or parking, during such times as stopping or parking is so prohibited;
 - (b) on any bridge or on any approach to a bridge; or
 - (c) in such a manner that may obstruct the safe movement of traffic and pedestrians using a highway.

HEAVY VEHICLE OR COMMERCIAL VEHICLE PARKING

23. No Person shall Park:
- (a) a heavy vehicle; or
 - (b) a commercial vehicle

in a location adjacent to residential property in a multi lot subdivision, except:

- (c) a commercial vehicle with the hazard warning lamps alight and in the process of loading or unloading goods; or
- (d) construction equipment being used during construction or improvement of property, provided that the equipment is parked adjacent to the property where the work is being done.

HIGHWAY MAINTENANCE

- 24. The CAO may cause temporary Traffic Control Devices to be placed on or near a highway for snow removal, maintenance or construction purposes.

PART 5 – EXEMPTION PERMITS

- 25. At the discretion of the CAO an Exemption permit may be issued for any Part identified in this Bylaw and must be presented upon request of a Peace Officer.

PART 6 – OVERWEIGHT PERMITS

- 26. The CAO may designate the issuance of overweight permits to an external agency for the purpose of allowing a non-standard configuration vehicle to operate on a highway within Clearwater County. .
- 27. In issuing a permit under this Part, the CAO may impose such terms and conditions as are determined to be necessary or beneficial in his or her discretion acting reasonably.

(Reference; Road Weights Control Policy)

PART 7 – ROAD USE PERMIT

- 28. The CAO may, require a person or company to apply for a Road Use Permit and pay the required fee set out in Schedule "A" if, in the CAO's opinion, the proposed use may cause damage to the highway beyond normal wear and tear, create a public safety hazard, or constitute a nuisance to area residents due to:
 - (a) the weight of the vehicle(s);
 - (b) the dimensions of the vehicle(s);
 - (c) the frequency of use of the highway by the vehicle(s);
 - (d) the size, type or tread pattern of the tires on the vehicle(s);
 - (e) the physical condition of the proposed haul route, including the type of road surface;

- (f) the location of the proposed haul route and its proximity to residential dwellings; or
- (g) any combination of the above factors or conditions outlined in County policy;

(Reference; Road Use Industrial/Commercial Truck Haul Policy)

- 29. A Road Use Permit may require the permit holder to pay such amounts, or post security in a form and amount, or both, as may be determined by the CAO in order to secure performance of the permit holder's obligations under the Road Use Permit.
- 30. No Person shall contravene any term or condition of a Road Use Permit.

PART 8 – ROAD BANS

- 31. The CAO may impose road bans from time to time to define:
 - (a) load limits upon highways;
 - (b) highway locations with percentage axle weights for those highways; and
 - (c) bridge locations with the maximum gross commercial vehicle weights to be posted on those bridges.
- 32. Where the CAO imposes a road ban on a highway, he or she shall cause signs to be erected along the highway as considered necessary to notify Persons operating vehicles of the road ban in effect.

PART 9 – LICENCE FOR MUNICIPAL ROAD ALLOWANCE ACCESS AND USE

- 33. The CAO may, upon receipt of an application in an approved form and payment of the required fee set out in Schedule "A", issue to a Person a licence for the purpose of authorizing the non-exclusive access and use of an Municipal Road Allowance.
- 34. In issuing a licence under this Part and subject to section 33, the CAO may impose such terms and conditions as are determined to be necessary or beneficial in his or her sole discretion, including but not limited to insurance requirements, signage requirements, whether obstructions such as fences and gates are permissible, and the limitations on the Person's access or use.
- 35. Notwithstanding section 34, as a condition of every licence issued to a Person under this Part;
 - (a) the licence is for non-exclusive access and the licence holder may not prevent the public from accessing or travelling along the Municipal Road Allowance;
 - (b) no work, development, improvement, or change to the condition of the Municipal Road Allowance is permitted without the prior written authorization of the CAO; and

- (c) the County may terminate the licence with 30 days written notice to the licence holder pursuant to the *Traffic Safety Act*.

(Reference; Licensing of Municipal Road Allowance Policy)

PART 10 – PERMITS AND LICENCES

36. A Person to whom a permit or licence has been issued pursuant to this Bylaw and any Person carrying out an activity otherwise regulated, restricted or prohibited by this Bylaw pursuant to such permit or licence, shall comply with any terms or conditions forming part of the permit or licence and shall produce the permit or licence to a Peace Officer upon request.
37. A Person shall not make any false or misleading statement or provide any false or misleading information to obtain a permit or licence pursuant to this Bylaw.
38. If any term or condition of a permit or licence issued pursuant to this Bylaw is contravened or if a false or misleading statement or false or misleading information was provided to obtain the permit or licence, in addition to any other remedy available to the County, the CAO may immediately cancel the permit or licence.
39. The onus of proving a permit or licence has been issued in relation to any activity otherwise regulated, restricted or prohibited by this Bylaw is on the Person alleging the existence of such a permit or licence on a balance of probabilities.

PART 11 – AUTHORITY OF MUNICIPAL OFFICIALS

AUTHORITY OF THE CAO

40. Without restricting any other power, duty or function granted by this Bylaw, the CAO is authorized to:
- (a) carry out any inspections to determine compliance with this Bylaw;
 - (b) take any steps or carry out any actions required to enforce this Bylaw;
 - (c) take any steps or carry out any actions required to remedy a contravention of this Bylaw;
 - (d) establish forms for the purpose of this Bylaw;
 - (e) establish the criteria to be met for a permit or licence pursuant to this Bylaw;
 - (f) temporarily close any highway for the purpose of repairs, maintenance or other valid reason or in the case of an emergency;
 - (g) prescribe a maximum speed in excess of or less than 80 kilometers per hour, and to keep or cause to be kept a record of such speed limits imposed;

- (h) prescribe the location and placement of any Traffic Control Device or other sign in the County, including on, over or adjacent to a Railway Crossing, and keep or cause to be kept a record of such locations and placements;
- (i) delegate any powers, duties or functions under this Bylaw to an employee of the County.

AUTHORITY OF PEACE OFFICERS**MUNICIPAL TAGS**

- 41. A Peace Officer is hereby authorized and empowered to issue a Municipal Tag to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 42. A Municipal Tag may be served:
 - (a) personally to the accused;
 - (b) mailed to the address of the registered owner of the vehicle concerned, or the Person concerned; or
 - (c) attached to or left upon the vehicle with respect of which the offence is alleged to have been committed.
- 43. The Municipal Tag shall be in a form approved by the CAO and shall state:
 - (a) the name of the Person to whom the Municipal Tag is issued, if known;
 - (b) a description of the offence and the applicable Bylaw section;
 - (c) the specified penalty for the offence set out in Schedule "B";
 - (d) that the penalty shall be paid within thirty (30) days of the issuance of the Municipal Tag in order to avoid prosecution; and
 - (e) any other information as may be required by the CAO.
- 44. Where a contravention of this Bylaw is of a continuing nature, further Municipal Tags may be issued by a Peace Officer, provided that no more than one Municipal Tag shall be issued for each day that the contravention continues.
- 45. A Person to whom a Municipal Tag has been issued may pay the penalty specified on the Municipal Tag and if the amount is paid on or before the required date, the Person will not be prosecuted for the offence.

VIOLATION TICKETS

Bylaw No.
Road Use Bylaw

46. Where a Municipal Tag has been issued and the penalty specified on the Municipal Tag is not paid within the prescribed time, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to either Part 2 or Part 3 of the *Provincial Offences Procedure Act*.
47. Notwithstanding section 46 of this Bylaw, a Peace Officer may immediately issue a Violation Ticket to any Person whom the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
48. A Violation Ticket issued with respect to a contravention of this Bylaw shall be served upon the Person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.
49. If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- (a) specify the fine amount established by this Bylaw for the offence in Schedule "B"; or
 - (b) require a Person to appear in Court without the alternative of making a voluntary payment.
50. A Person who commits an offence may:
- (a) if a Violation Ticket is issued in respect of the offence; and
 - (b) if a Violation Ticket specifies the fine amount established by this Bylaw for the offence;
- make a voluntary payment equal to the specified fine.
51. When a clerk records in the Court records the receipt of a voluntary payment pursuant to this Bylaw and the *Provincial Offences Procedure Act*, the act of recording receipt of that payment constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

PART 12 – PENALTIES

OFFENCE

52. A Person who is guilty of an offence is liable upon summary conviction to a fine in an amount:
- (a) not less than the specified penalty established in Schedule "B"; and
 - (b) not exceeding \$10,000.00; and
 - (c) to imprisonment for not more than six (6) months for non-payment of a fine.

SPECIFIED PENALTIES

53. Without restricting the generality of section 52, the fine amounts established for use on Municipal Tags and Violation Tickets if a voluntary payment option is offered are as set out in Schedule "B".

OWNER LIABLE

54. In this Part "owner" includes any Person registered as an owner at the Motor Vehicle Registry.
55. If a vehicle is involved in a parking offence under this Bylaw, the owner of that vehicle is guilty of an offence.

VICARIOUS LIABILITY

56. For the purposes of this Bylaw, an act or omission by an employee or agent of a Person is deemed also to be an act or omission of the Person if the act or omission occurred in the course of the employee's employment with the Person, or in the course of the agent's exercising the powers or performing the duties on behalf of the Person under their agency relationship.

CORPORATIONS AND PARTNERSHIPS

57. When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
58. If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

PART 13 – GENERAL**REMEDIES NOT RESTRICTED TO BYLAW**

59. A Peace Officer may pursue any and all remedies set out in this Bylaw, the *Municipal Government Act* and any other law in the Province of Alberta. Nothing in this Bylaw shall restrict, limit or preclude the County from taking multiple steps to regulate highway use within the County.

OBSTRUCTION

60. No Person shall obstruct, hinder or impede any Peace Officer, designated officer, or County employee, contractor or agent in the exercise of any of their powers or duties under this Bylaw.

PART 14 – TRANSITIONAL**BYLAW SCHEDULES**

61. Schedules "A" and "B" attached hereto shall form part of this Bylaw.

REPEAL AND EFFECTIVE DATE

62. The following Bylaws, as amended, are hereby repealed upon this Bylaw passing and coming into effect:
- (a) Bylaw No. 19/85 – Placement of signs and/or regulation speed in the Hamlet of Withrow;
 - (b) Bylaw No. 43/85 – Placement of Traffic Control Devices;
 - (c) Bylaw 56/86 – Establish a maximum speed limit for S.R. 761 from Highway #11 northerly to Highway #51;
 - (d) Bylaw 65/86 – Establish a maximum speed limit for S.R. 591 from Forestry Boundary Reserve to the intersection of Highways No. 22 and 54 west of Caroline – 100 km/h;
 - (e) Bylaw No. 120/88 – Establish maximum speed limits throughout the municipality;
 - (f) Bylaw No. 122/88 – Regulate and control vehicle traffic in the interest of safety on highways with the M.D. of Clearwater No. 99;
 - (g) Bylaw No. 124/88 – Maximum speed limit 100 km/h on north/south S.R. #761 from Highway #11 to north of Section 11-37-05-W5M;
 - (h) Bylaw No. 140/88 – Establish maximum speed limits throughout the municipality;
 - (i) Bylaw No. 142/88 – Establish Maximum Weight Restrictions for Highways;
 - (j) Bylaw No. 198/90 – Establish maximum speed limit 100 km/h on the east west SR #587 from Highway #22 to the County of Mountain View boundary;
 - (k) Bylaw No. 307/92 – Implementation of Road Bans on Highways;
 - (l) Bylaw No. 309/92 – Maximum speed limit 50 km/h on River Road directly south of the Caroline South Road east of NW-24-34-05-W5M to the junction of S.H. 22 SE-20-34-05-W5M;

Bylaw No.
Road Use Bylaw

- (m) Bylaw No. 356/93 – Establish a maximum speed limit 100 km/h on north/south S.R. 761 from NE-11-37-05-W5M to Highway No. 54;
- (n) Bylaw No. 361/96 – Establish maximum speed limits – 50 km/h within Subdivisions;
- (o) Bylaw No. 371/93 – Establish a maximum speed limit 100 km/h on east/west road NE-20-34-05-W5M to NE-23-34-06-W5M;
- (p) Bylaw No. 372/93 – Establish a maximum speed limit 50 km/h on east/west road from SW-18-39-07-W5M to SE-18-39-07-W5M;
- (q) Bylaw No. 381/93 – Establish a maximum speed limit 90 km/h on east/west road from west boundary SW-04-38-08-W5M to west boundary of Section 03-37-07-W5M – Prairie Creek Road;
- (r) Bylaw No. 382/93 – Establish a maximum speed limit 90 km/h on north/south road from south boundary of the Village of Caroline south boundary of section 25-07-05-W5M – Caroline South Road;
- (s) Bylaw No. 386/93 – Establish a maximum speed limit 80 km/h on highways adjacent to Jameson Subdivision – NE-30-38-08-W5M;
- (t) Bylaw No. 434/94 – Establish a maximum speed limit 50 km/h on 1460 foot section used as an exit from S.H. 752 NW-07-38-08-W5M – 752/Prairie Creek;
- (u) Bylaw No. 438/94 – Establish a maximum speed limit 50 km/h from S.H. 752 east to the northeast corner of NW-30-38-07-W5M – 900 metres;
- (v) Bylaw No. 456/95 – Establish a maximum speed limit 50 km/h from LSD-02-14-39-07-W5M to the Town of Rocky Mountain House Corporate Limits – road behind Christian Reformed Church;
- (w) Bylaw 464/95 – Establish a maximum speed limit 50 km/h within the proposed town site boundaries – Nordegg;
- (x) Bylaw 467/95 – Establish a maximum speed limit 100 km/h north 5 miles on S.H. 761 from Highway 12 and 90 km/h on Oras Road from S.H. 598 at SW-34-39-09-W5M to Willesden Green Gas Plant SE-17-42-06-W5M;
- (y) Bylaw 497/96 – Establish a maximum speed limit 50 km/h from S.H. 756 to the Crimson Lake Park entrance from May 1 to September 30 – 80 km/h other months;
- (z) Bylaw No. 502/96 – Establish a maximum speed limit 90 km/h on Prairie Creek Road from Highway 22 west to S.H. 752;
- (aa) Bylaw No. 506/96 – Establish a maximum speed limit 60 km/h on S.H. 752 from SW-26-38-08-W5M Cow Lake Transfer Station to NW-23-38-08-W5M Cow Lake Campground Turnoff;

Bylaw No.
Road Use Bylaw

- (bb) Bylaw No. 518/96 – Establish a maximum speed limit 60 km/h on S.H. 752 from SW-26-38-08-W5M Cow Lake Transfer Station to 400 metres south of the Grandview Stage Store entrance at NW-23-38-08-W5M;
- (cc) Bylaw No. 550/97 – Establish maximum speed limits – 30 km/h within Hamlet or Condor;
- (dd) Bylaw No. 605/98 – Establish maximum speed limit 50 km/h on gravel road adjacent to SE-19-40-06-W5M 660 metres west of the Taimi Road;
- (ee) Bylaw No. 606/98 – Establish maximum speed limit 50 km/h on gravel road adjacent to Misty Valley Subdivision SW-21-40-12-W5M;
- (ff) Bylaw No. 670/00 – Establish maximum speed limits – 50 km/h on internal gravel roads Smith Subdivision NE-25-36-07-W5M;
- (gg) Bylaw No. 684/00 – Establish maximum speed limits – Subdivisions;
- (hh) Bylaw No. 745/02 – Speed Zone Bylaw – Oras Road and Arbutus Road;
- (ii) Bylaw No. 756/03 – Speed Zone Bylaw – Oras Road (598 north of Highway 12);
- (jj) Bylaw No. 765/03 – Speed Bylaw – Arbutus Road;
- (kk) Bylaw No. 772/03 – Speed Bylaw – Hummingbird Road;
- (ll) Bylaw No. 773/03 – Speed Bylaw – Biswanger Hill Road;
- (mm) Bylaw No. 806/04 – Speed Zone Bylaw – Nordegg Residential Subdivision and Nordegg Industrial Subdivision;
- (nn) Bylaw No. 810/04 – Speed Zone By-law – Range Road 5-3 and Twp. 41-2;
- (oo) Bylaw No. 825/05 – Speed Zone Bylaw – Numerous Locations;
- (pp) Bylaw No. 846/06 – Speed Signs – two (2) at SW 21-40-12-W5M and one (1) at SE 18-39-9-W5M;
- (qq) Bylaw No. 852/06 – Speed Limit – on Taimi Road from Highway 11 to Secondary 598 be set at 90 km/hr;
- (rr) Bylaw No. 855/06 – Speed limit – Withrow Road;
- (ss) Bylaw No. 856/06 – Speed limit – Burntstick Lake Road
- (tt) Bylaw No. 857/06 – Speed limit – Crammond Road

Bylaw No.
Road Use Bylaw

- (uu) Bylaw No. 871/07 – SH 761 at Twp. Rd. 394 for ½ mile W be set at 30 km/h. Maximum speed limit on Twp. Rd. 39-3A N for 600 m be set at 30 km/hr (Leslieville);
- (vv) Bylaw 872/07 – Speed Limit – Rge. Rd. 80 (Buster Creek) N. of SH 756 (Crimson Lake) to Twp. 42-1A (O’Chiese Road);
- (ww) Bylaw No. 873/07 – Road Use for Industrial/Commercial Truck Hauls and Road Weights;
- (xx) Bylaw No. 890/08 – Regulatory Speed Limit Twp. 37-4 and Range Road 8-5;
- (yy) Bylaw No. 900/08 – Speed limit 50 km per hour Twp. 39-0;
- (zz) Bylaw No. 948/11 – Sunchild Road Speed Limit; and
- (aaa) Bylaw No. 952/12 – Condor Speed Limit.

63. This Bylaw shall come into force and effect upon receiving third and final reading and is signed by the Reeve/Deputy Reeve and a designated officer, in accordance with Section 189 of the *Municipal Government Act*.

READ A FIRST TIME IN COUNCIL this _____ day of _____, 2016

Reeve

CAO or Designate

Date Bylaw Signed

Bylaw No.
Road Use Bylaw

READ A SECOND TIME IN COUNCIL this _____ day of _____, 2016

READ A THIRD TIME IN COUNCIL AND PASSED this _____ day of _____, 2016

Reeve

CAO or Designate

Date Bylaw Signed

DRAFT

SCHEDULE "A"

FEEES

Application Fee for Heavy vehicle Route Exemption	\$0.00
Application Fee for Road Use Agreement	\$0.00
Application Fee for Licence for a Municipal Road Allowance	\$150.00

DRAFT

Bylaw No.
Road Use Bylaw

SCHEDULE "B"

SPECIFIED PENALTIES

Section Reference	Description	Minimum And Specified Penalties	Second or Subsequent Offence within 6 Months of Prior Offence
PART 3 – OPERATIONAL RESTRICTIONS			
10	Person operating a vehicle on a highway other than in accordance with the weight limitation established, overweight permit, or Road Use Agreement.	\$465.00	\$465.00
12(a)	Person operating a vehicle in contravention of a Traffic Control Device.	\$250.00	\$250.00
12(b)	Person Parking a vehicle in contravention of a Traffic Control Device.	\$100.00	\$100.00
13	Interfere with a Traffic Control Device.	\$250.00	\$250.00
14	Person operating a vehicle so as to track material onto the highway.	\$250.00	\$250.00
16	Person place, cause to place, or permit another to litter or dump.	\$200.00	\$200.00
18	Person using an Undeveloped Road Allowance other than to access or travel along.	\$200.00	\$200.00
19	Person permits a highway obstruction.	\$200.00	\$200.00
21	Person using engine retarder brakes within a Locality of the County.	\$200.00	\$200.00
PART 4 – PARKING RESTRICTIONS			
22	Person stopped or Parked contrary to Traffic Control Device.	\$100.00	\$100.00
23(a)	Person Parked a Heavy Vehicle in a residential location.	\$100.00	\$100.00
23(b)	Person Parked a commercial vehicle in a residential location.	\$100.00	\$100.00

Bylaw No.
Road Use Bylaw

PART 5 – EXEMPTION PERMITS			
25	Person operating a Heavy Vehicle on a highway not authorized as a Heavy Vehicle Route.	\$500.00	\$500.00
PART 7 – ROAD USE PERMIT			
29	Person failing to pay such amounts, or post security in a form and amount, or both, as required under a Road Use Permit.	\$400.00	\$400.00
28	Person operating a vehicle without obtaining a Road Use Permit, as required.	\$500.00	\$500.00
30	Person contravening any term or condition of a Road Use Permit entered into by that Person.	\$500.00	\$500.00
PART 10 – PERMITS AND LICENCES			
36	Person contravening any term or condition of any permit or licence issued pursuant to Bylaw.	\$500.00	\$500.00
37	Person making or providing false or misleading statement to obtain a permit or licence pursuant to Bylaw.	\$400.00	\$400.00
PART 13 – GENERAL			
60	Person obstructing any Peace Officer, designated officer, or County employee, contractor or agent in the exercise of any of their powers or duties under this Bylaw.	\$500.00	\$500.00

A Person found guilty of an offence under this Bylaw for which no penalty has been specifically provided is liable on summary conviction to a minimum fine of not less than \$1000.00 or not more than \$10,000.00 or to imprisonment for a term not exceeding six (6) months, or to both a fine and imprisonment.



AGENDA ITEM

PROJECT: Signing Authority for Rocky Regional Landfill EPEA Approval Renewal Application		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Municipal	WRITTEN BY: Tracy Haight	REVIEWED BY: Curran Chronik/Marshall Morton
BUDGET IMPLICATION: <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 type="checkbox"/> County Bylaw or Policy (cite) Environmental Protection and Enhancement Act		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Ensure timely compliance with statutory and regulatory obligations	STRATEGIES: Ensure that The County operates effective and efficient water and wastewater systems that meet or exceed Provincial requirements
ATTACHMENT(S): 1. Letter of Request from Rocky Mountain Regional Solid Waste Authority (RWA) and 2. Public Notification 3. Draft Renewal Application		
RECOMMENDATION: That Council considers the request from RWA to remain as signing authority for the Rocky Regional Landfill renewal application.		

BACKGROUND:

Curran Chronik, Manager, Rocky Mountain Regional Solid Waste Authority (RWA), will attend Council to request that Council authorize the RWA as the “duly authorized representative” for Alberta Environment and Parks renewal application to obtain Environmental Protection and Enhancement Act (EPEA) approval of RWA’s landfill site for a 10-year term.

Although the current approval expires September 2017, renewal applications must be submitted one year in advance. Previous applications were signed by RWA, as per the RWA agreement with Council; however, as RWA’s operations, governance, and membership is under review and not expected to be completed by the deadline date, Mr. Chronik asks that RWA remain the signing authority for the application to meet the application deadline.



ROCKY MOUNTAIN REGIONAL SOLID WASTE AUTHORITY

P.O. Box 428, 5313 – 44 Street
Rocky Mountain House, AB T4T 1A3
Tel: 403-845-4121
Fax: 403-845-6350

September 2nd, 2016

Municipal Members of: **The Rocky Mountain Regional Solid Waste Authority**

RE: AGENDA ITEM REQUEST - Duly Authorized Signature for the Rocky Regional Landfill EPEA Approval Renewal Application

Dear Sir(s) & Madam

The intention of this letter is to request that you present this discussion to your respective Councils, that being the duly authorized signature on the application for renewal of the Rocky Regional Landfill Approval to operate. As noted in past correspondence, the Rocky Regional Landfill is currently authorized by Alberta Environment and Parks (AEP) under the Environmental Protection and Enhancement Act by the 10 year Approval 10052 that expires in September 2017. (more information is attached)

The previous renewal was handled exclusively by the Regional Waste Authority (RWA) as per assigned responsibilities within the Authority Agreement. However, because of the current review status of the operations, governance and membership I am requesting support that the RWA yet again act as the “duly authorized representative” in the application for another 10 year renewal.

A brief discussion with legal advisors noted that under the current “Agreement” it is ultimately the Boards decision as to what internal signing procedure is desired. Keeping in mind that this is only the application as the actual APPROVAL execution is not expected until next year whereas I would expect that any “legal entity” issues should be concluded. At that time, if necessary, more fitting signatures can be done then.

Please make the “Duly Authorized Signature” on the EPEA Approval an Agenda Item at your next Council meeting. If you have any questions or require additional information please do not hesitate to call me at 403.845.4127 or 403.845.0369.

Sincerely,

Curran L. Chronik, C.E.T.
Authority Manager



ROCKY MOUNTAIN REGIONAL SOLID WASTE AUTHORITY

Alberta Environment & Parks (AEP) Approval Renewal Information – August 2016

Authority Members: Town of Rocky Mountain House, Clearwater County, Village of Caroline

The Authority was established in the late 1980s as part of a Provincial program to regionalize and modernize the management of municipal solid waste across Alberta. Provincial grants funded the Landfill siting studies and the initial development of the regional Landfill on a Miscellaneous Lease within parts of 12-040-09-W5 approximately 18 km west of the Town of Rocky Mountain House.

The Authority entered into an agreement in 1999 with an oilfield waste operator to construct an industrial landfill on a portion of the Lease. This agreement was subsequently acquired by Tervita Corporation that operated until 2015 at which time the completed industrial landfill was closed and capped.

The Landfill was initially regulated under the Public Health Act that was transferred to AEP in the mid 1990s. The Landfill is currently authorized by AEP under the Environmental Protection and Enhancement Act by the 10 year Approval 10052 that expires in September 2017. As the Authority has plans to utilize the Lease for at least 30 more years, an application to renew the Approval for a ten year term will be filed with AEP this fall.

The Authority has also applied to Public Lands to modify the boundaries of the Landfill lease and include an expansion to the north. This process is expected to be completed prior to the end of 2016. A previous Lease amendment endorsed by the Authority transferred a small lease south of the Landfill to the Rocky Motorcycle Club that has used this area for decades as a motocross course.

The Landfill accepts only non-hazardous solid waste for disposal. Ten transfer stations within the membership area accept wastes that are then sent the Landfill. A rigorous screening process is part of the non-municipal waste acceptance to ensure inappropriate wastes are excluded.

The active disposal cell was constructed in 2013 to meet the 2010 AEP Standards for Landfills. Four more similarly sized and constructed disposal cells have preliminary designs that will provide for more than one million cubic metres of disposal airspace. Asbestos disposal, metal recycling and compost storage activities also take place at the Landfill.

If additional information regarding the Landfill operations and / or the Approval renewal process is desired please contact: Curran Chronik at cchronik@myrockywaste.com or 403 845 0369.

**APPLICATION FOR RENEWAL OF
EPEA APPROVAL NO. 10052-01-00**

**ROCKY MOUNTAIN REGIONAL
SOLID WASTE AUTHORITY
CLASS II LANDFILL**

Submitted to:

**Alberta Environment and Parks
Regulatory Approvals Centre
Edmonton, Alberta**

Submitted by:

**Rocky Mountain Regional Solid Waste Authority
Rocky Mountain House, Alberta**

September 2016

Project File No. EE30008.20



**ROCKY MOUNTAIN REGIONAL
SOLID WASTE AUTHORITY [RWA]**

P.O. Box 428, 5313 – 44 Streets
Rocky Mountain House, AB T4T 1A3
Tel: 403-845-4121
Fax: 403-845-6350

Xx September 2016
Project File No: EE30007.20

Alberta Environment and Parks
Regulatory Approvals Centre
9th Floor, 9820 – 106 Street
Edmonton, AB T5K 2J7

Attention: To whom it may concern

Dear Sir or Madam:

**Reference: Rocky Mountain Regional Solid Waste Class II Landfill
Application for Renewal
EPEA Approval No. 10052-01-00**

This application to obtain an EPEA approval renewal has been prepared by the Rocky Mountain Regional Solid Waste Authority with assistance by Amec Foster Wheeler Environment & Infrastructure.

Please contact Curran Chronik at 403 845 0369 should questions arise.

Yours truly,

Rocky Mountain Regional Solid Waste Authority

Curran Chronik
Authority Manager – as the duly authorized representative by the Authority

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Insert Section Six: Final Closure and Post Closure	

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- Figure 2: 2015 Clearwater County Map
- Figure 3: Topography and Drainage, May 2012 Aerial Photography
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- Figure 5: Site Plan Showing Groundwater Chloride Concentrations
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- Appendix A: Figures
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- Appendix E: 2015 Financial Statement
- Appendix F: Summary Tables
- Appendix G: Area 'A' Landfill Development Plan and Drawings
- Appendix H: 2013 Cell 1 - Design, Quality Control and Quality Assurance Plans
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- Appendix K: Emergency Response Plan

APPROVAL OR REGISTRATION OF A CLASS II OR CLASS III LANDFILL UNDER THE ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT

APPLICATION FORM

FOR OFFICE USE ONLY:

Application Number: _____

Date Received: _____

Review by: _____

ADMINISTRATIVE INFORMATION

Date of Application: xx/xx/2016 (Day/ Month/ Year)

Applicant Information

Name: Rocky Mountain Regional Solid Waste Authority
(Company or Corporation)

Contact Person: Curran Chronik, CET, Authority Manager
(Owner or Agent)

Address: P.O. Box 428, 5313 - 44 Street
(Street, Avenue, Road, R.R. Box, etc.,)

Rocky Mountain House T4T 1A4
(City, Town, Village, Postal Code)

Email: cchronik@myrockywaste.com

Telephone: 403 845 0369

Facsimile: 403 845 6350

Alberta Environment & Parks
 Application for Renewal of EPEA Approval No. 10052-01-00
 Rocky Mountain Regional Solid Waste Authority; Class II Landfill
 July 2016

Facility Information:

Name: Rocky Mountain Regional Solid Waste Authority Landfill

Location: Grace Creek Road, Approximately 18 km west of RMH and North of Hwy 11
 (Street, Avenue, Road, R.R., Box etc.)

Clearwater County
 (City, Town, Village)

N/A
 (postal code)

Legal Location: Pt. Section 12-040-09-W4
 (¼ Section, Section, Township, Range, Meridian)

 (Plan, Block, Lot)

STATEMENT OF CONFIRMATION

I certify that I am familiar with the information contained in this application and enclosures, and that to the best of my knowledge and belief, such information is true, complete and accurate.

Signature of Applicant: _____ Date: xx/xx/2016
(Signature)

Printed Name of Applicant: Curran Chronik

Title of Applicant: Authority Manager

Contact Information of Applicant: (Tel:) 403.845.0369
(email:) cchronik@myrockywaste.com

Note: All applications must be signed and certified by a principal executive officer of the applicant of at least the level of vice-president or a duly authorized representative of that person.

1.0 SECTION ONE: GENERAL INFORMATION

1.1 Type of Application:

- A New Approval A New Registration

- Proposed date for construction commencement: _____
- Proposed date for construction completion: _____
- Proposed date for operational commencement: _____

A Renewal of an Approval: Approval No. 10052-01-00

An Amendment to an Approval: Approval No. _____

1.2 Application for:

- Class II Landfill
 - Private Public Private and Public

- Class III Landfill
 - Private Public Private and Public

proposed airspace available 1,300,000 m³ (currently designed)
proposed estimated life span 30+ years

1.3 Type of Class II Landfill:

- Municipal (predominantly municipal solid waste)
- Industrial (predominantly industrial wastes)

1.4 Non Municipal Solid Waste types accepted:

- treated biomedical waste
- oilfield
- specified risk material
- dead animals/parts
- asbestos
- soil containing hydrocarbon
- radioactive waste
- naturally occurring radioactive materials
- specified risk materials
- other _____

1.5 Liner Design:

- compacted clay Liner
- composite For active Cell 1 and Closed Tervita Cells
- no liner
- other Soil liner for Pit 3 & Pit 4, no liner for Closed Pit 1

1.6 Leachate management:

Storage

- leachate pond
- above ground tanks – Pit 3
- other _____

Disposal

- wastewater treatment plant
- recirculation
- deep well
- other _____

1.7 Landfill Final Cover Design: Type of System

- compacted clay/soil barrier system
- capillary barrier system
- anisotropic
- oxidative layer
- evapotranspiration
- other _____

Materials (check all that apply)

- compacted clay
- synthetic (HDPE, LDPE, PVC, other)
- composite clay liner
- geosynthetic clay liner
- compost
- natural soils (sand, till, etc.)
- other _____

1.8 Other proposed activities onsite:

- composting cogeneration treatment of soil containing hydrocarbon
 incineration leachate treatment landfill gas recovery
 recycling open pit burning collection of household hazardous waste
 other _____

1.9 Provide a summary description of the proposed facility, including the capacity and size of the landfill.

All figures referenced in this application are provided in Appendix A.

The Rocky Mountain Regional Solid Waste Authority (RWA) was formed in the mid-1980s under the Alberta Environment & Parks (AEP) Regional Landfill program. Based on siting and property assessment studies the establishment of a regional landfill at Sec. 12-040-09-W5 (Property) was funded by AEP in 1987. The first waste disposal area (Landfill) was constructed in 1988. As of 2015, approximately 70 hectares (ha) have been developed as waste disposal areas and other supporting infrastructure within the initial lease area approved for landfilling as illustrated on Figure 1. A portion of the 2015 Clearwater County Map was used to prepare Figure 2 that illustrates adjacent land use and water bodies.

The Landfill was initially developed in 1988 as a series of landfill disposal areas (Pits) within the areas as shown on Figure 1. RWA has utilized four disposal pits consisting of: Pit 1 for municipal and industrial solid waste; Pit 2 of sulphur containing waste; Pit 3 for municipal and industrial solid wastes; and Pit 4 for municipal solid waste initially and subsequently for asbestos waste. Pits 1 and 2 have been used historically for disposal of contaminated soil and sulphur. Pit 1 was closed and capped in the early 1990s. Pit 3 is partially capped and no longer regularly accepting wastes. Cell 1 of a new 5 cell landfill development area was constructed in fall 2013. As of 2015, approximately 1.8 million tonnes of waste have been disposed in the Pits 1 to 4 and Cell 1 of the Landfill.

An industrial waste landfill (Industrial Landfill) was constructed by EWS Waste Services in 1998 under the terms of a lease agreement with the RWA in Areas 'D' and 'E' on the west side the Property. The first cell was constructed in 1999 with 6 expansions in later years. The industrial Landfill was subsequently acquired by CSS Corporation in 2000 which subsequently merged into Tervita Corporation (Tervita) in 2012. The Industrial Landfill ceased accepting wastes in 2015 and was capped. Over the lifetime of the Industrial Landfill, approximately 3.8 million tonnes of waste were disposed.

1.10 State whether an Environmental Impact Assessment Report is required and summarize any review of the proposed project completed under the environmental assessment process.

An Environmental Impact Assessment Report was not required at the time of initial development in 1988.

- 1.11 Attach copies of existing Approvals that were issued under the *Environmental Protection and Enhancement Act*, a predecessor of the Act, or the *Public Health Act*. Also attach any Approvals that were issued under the *Water Act* or its predecessor and any temporary field approvals issued under the *Public Lands Act*.

The existing approvals are provided in Appendix B and consist of the following.

- The Landfill is operated under Environmental Protection and Enhancement Act (EPEA) Approval Number 10052-01-00, which supersedes previous Approvals 10052-00-00, and License number 90-WL-134. The Landfill operations were previously regulated under Public Health Act Permit to Operate No. WO631 that contained no conditions. Permit no. WO631 was transferred to AEP and was reissued as Environmental Protection and Enhancement Act Approval 47645-00-00, also containing no conditions.
- Miscellaneous Lease No. MLL850002, issued in 1988 for the Landfill was amended by the Commercial Land Administration Branch of Alberta Environment in June 1994. Subsequent amendments in 2014 severed a small parcel for the motocross area used by the Rock Motorcycle Club and revised the western boundary of the lease in NW12-040-9-W5. A proposed lease expansion to the north into southern portion of 13-040-9-W5 is before Public Lands for approval.
- Clearwater County Development Permit 10466 was issued on 15 January 1985.
- Alberta Transportation Permit 3189-6-7433 for access to Highway 11 and development within 300 m of the roadway was issued on 25 January 1985.

There was no Water Act approval required for drainage works on the property.

- 1.12 Describe any public consultation undertaken or proposed. Briefly describe the target audiences and any environmental concerns identified in the review, and how those concerns were addressed.

There are no directly adjacent landowners to the Property. The closest residences are approximately three kilometers (km) to the south. In November of 2009 there was one landowner, located on SW31-39-08 W5, that identified hydrocarbon odours. The RWA addressed the concern by hiring PAMZ Parkland Airshed Management Zone to conduct a detailed air monitoring event on the property in July of 2010. Following that, quarterly air samples were conducted via hand held monitoring device, up until the alleged source of odours was capped in 2015. No significant or notable readings were observed in any of the monitoring events.

For this renewal – RWA has prepared a one page information notice summarizing the landfill history, current operations and the renewal process. Contact information for the RWA manager is provided for those who desire additional information.

The following public consultation has been or will be completed in 2016:

- the notice has been uploaded to the RWA website <http://www.myrockywaste.com>;
- the notice will be provided to the attendees to the fall 2016 Tri-Council meeting; and
- an evening Open House will be held at the Rocky Transfer Station.

- 1.13 Attach a copy of the information package delivered to all people who are directly affected by the landfill or to any interested parties, and all responses received as a result.

A copy of the information notice is provided in Appendix C. **At the time of submission of this application no responses or concerns had been provided to the RWA.**

- 1.14 Provide a certified copy of the title to the site and of any lease, right-of-way agreement, or other documents necessary to show that the applicant has legal control of the proposed site.

The Landfill property is held by the Clearwater County under Miscellaneous Lease DML800052 which is currently under revision. The Land Status Report (**currently dated 25 April 2016**) and **preliminary survey drawing** illustrating the revised lease boundaries are provided in Appendix D. Figures 3 and 4 illustrate the current boundary of the lease area approved for landfilling

- 1.15 Provide documentation obtained from the local authority confirming that the proposed site conforms to local land use bylaws and is designated or suitable for landfill development. This may include, but not limited to the following: a development permit, proof of zoning, direct control district. Alberta Environment and Sustainable Resource Development's consideration of this application for approval will depend on whether development approval is granted by the local authority.

Clearwater County issued Development Permit 10466 in 1985 for construction of regional landfill site on the Property. The permit contained six conditions related to initial development and noting compliance with other regulatory bodies was required.

- 1.16 Provide information on any water wells in proximity to the landfill and whether the water wells meet the 450m setback requirement prescribed in the *Nuisance and General Sanitation Regulation*.

There are no known wells within 500 m of the Landfill that supply water for human consumption. The nearest landowner wells are located approximately 2 km to the northeast. A non potable water supply well is located at the scales near the centre of the Landfill that is used for toilet flushing and outside washing of sidewalks.

- 1.17 Provide financial security or environmental reserve fund documentation for closure and post-closure activities.

Financial security is not required for Municipal or Authority managed landfills.

RWA does track closure and post-closure liabilities in accordance with Generally Accepted Accounting Procedures. The 2015 financial statements that included reserve fund documentation are provided in Appendix E.

2.0 SECTION TWO: LANDFILL DEVELOPMENT AND SITING

To assess the environmental impact of the proposed facility, the applicant shall provide:

2.1 An analysis of:

- (a) the geographical area that the facility will service and the source of the waste that will be accepted; and
- (b) waste generation records and waste forecasts for the area to be served;

An analysis of the service area and waste generation forecasts were completed circa 1985 as part of the AEP Regional Landfill Program. The Authority currently operates 10 transfer stations that send municipal solid wastes from local communities to the Landfill. These include Caroline, Cline, Cow Lake, Crammond, Crossroads, Everdell, Faraway, Leslieville, Nordegg and Rocky (Mountain House) Stations. Generally, less than 5 % of municipal wastes come from outside the local service area.

The Industrial Landfill captured primarily oilfield generated wastes within a 100 km radius.

2.2 If the application is for a renewal:

- (a) a summary of the environment monitoring information and other operational records gathered during the previous approval period;
- (b) a summary of the performance of a substance release control system used during the previous approval period; and
- (c) a summary of the types and volumes of waste that were landfilled during the previous approval period.

- (a) The primary environmental monitoring for both Landfills is the groundwater monitoring program. Leachate, one flow through Subdrain Pond at the Tervita Landfill and two small RWA evaporation ponds are also monitored. Groundwater monitoring locations with chloride and sulphate concentrations are illustrated on Figures 5 and 6.

The RWA Landfill has a once per year groundwater monitoring program for 28 wells that are analyzed for routine parameters, dissolved metals and total organic carbon. The Tervita Landfill has had a twice per year groundwater monitoring and sampling program for up to 31 wells and a non-potable water supply well that are analyzed for routine potability, dissolved metals, hydrocarbons and other parameters. For all well data, values are tabled with historical results and are compared to applicable criteria.

The following summary of groundwater quality was provided in the 2015 annual report¹.

“Analysis of the groundwater since 1990 in Area A, indicates TDS, sodium, sulphate, chloride, pH and other parameter concentrations regularly or periodically exceed their respective criterion. With the exception of sulphate, chloride and TDS where sulphate and / or chloride are elevated, these exceedances are believed to be largely naturally occurring. Sodium is naturally above criteria in six wells located to the east and south and the Scale House well near the centre of the Landfill.

Chloride concentrations above the criteria of 120 mg/L (criteria reduced from 230 mg/L in 2014) are present at five monitor wells and one subdrain. All 2015 concentrations are below the criteria (230 mg/L) applied in 2013, are below the Code of Practice for Landfills criteria and the runoff release criteria (250 mg/L). Upward trends are apparent in two wells of these wells, W-5 adjacent west of Pit 1 in Area A and 08-D adjacent to Cell five in Area D/E.

The sulphate concentrations in monitoring wells located in the vicinity of Pit 2 are believed to reflect either naturally occurring conditions (ie. gypsum dissolution) or sulphate released from oxidized sulphur. Monitor well W-25, demonstrated the highest sulphate concentration recorded at 1,050 mg/L in August 2015 and has been within a narrow range since installation in 2011. This value is below the peak sulphate concentration for any well at the Landfill of 1,640 mg/L in W-3 in 2005. The sulphate concentrations in 98-1, W-3, W-5, 01-5a and 01-5b were also above the criteria of 500 mg/L but all less than 900 mg/L. None of these wells have recent apparent trends. Sulphate in monitor well 03-1b west of Cell 4 in area D/E was above criteria in June 2013 (625 mg/L) but has since declined.

Monitoring data from future sampling events will be required to further assess trends. Since the wells with parameters above criteria in Area A are located a minimum of 200 m from the Landfill boundary and down gradient wells do not exhibit similar increases, it is considered that no action is required by RWA. In the short to medium term, RWA has placed interim clay capping on completed portions of the sulphur disposal pit in order to reduce infiltration. Of note, replacement Monitor W-25, installed in 2011, unexpectedly intersected a thin layer garbage beyond the previously mapped extent of waste disposal which appears to have locally affected groundwater chemistry.

Results and interpretation of the monitoring program for the Tervita facility in Area D/E are included the Matrix report. In Area D/E, two monitoring wells and one

1 Amec Foster Wheeler Environment and Infrastructure, March 2016: 2015 Annual Landfill Operations and Groundwater Summary Report, CMB – 0001052 – 2015, Rocky Mountain Regional Landfill

subdrain have groundwater chloride slightly above current criteria. Only 08-D with the relatively rapid increase since 2013 stands out as a potential concern, however the concentration was lower in the fall of 2015 [*Note: chloride declined to 62 mg/L in spring 2016.*] Chloride was also well below criteria in the monitor wells installed in 2015 beside and north of 08-D. Matrix concluded in their final paragraph: “Increasing chloride, sulphate, and/or TDS concentrations at select upgradient wells are not currently understood but may not be associated with the onsite landfill activities. Newly installed monitoring well M15-04, adjacent to MW08-d, west of Cell 5, displayed exceedances for select routine parameters and dissolved metals, but chloride concentrations were below guideline. The increasing chloride concentrations at various upgradient and downgradient wells and the subdrain pond will need to be closely monitored in 2016.” “

For the other operational records:

- hazardous waste detection systems were thoroughly applied;
- waste location records, cover for nuisance management (RWA only), fugitive waste retrieval, placement of cover soils and working face width (RWA only) were well managed;
- leachate levels were recorded and fluids removed diligently when levels rose above 0.3 m from the base of the lining system;
- RWA gas monitoring was completed from 2013 to 2015 subsequent to the Director Approval of the monitoring plan;
- waste storage was limited to scrap metal (recycled) and compost (for future topsoil layer) in the RWA Landfill;
- inspection records and completed repair actions (e.g. torn liner) were kept and reported annually; and
- run-on control systems were maintained or repaired as required to direct water away from working areas.

- (b) There were no planned releases of substances from either the RWA or Tervita Landfills in the past ten years. There were three inadvertent releases of small volumes of leachate from the Tervita Landfill due to heavy rainfall over short periods that allowed overtopping of the berms. There was also a small leachate release from RWA Pit 3 when a containment area was modified by construction at the same time a large soil stockpile was placed above the waste. Due to dilution, there were no adverse effects measured outside the Cell or Pit boundaries.

Due to nature of wastes in the Tervita Landfill, landfill gas generation is expected to be negligible and no monitoring has been required. Landfill gases have been measured at the RWA Pits 1, 3 and 4 that contain significant quantities of municipal solid waste. The release of gases from the pits has not been quantified.

- (c) Tables in Appendix F identify the types of wastes accepted / annual total tonnages and leachate disposal volumes at each landfill for the period 2006 to 2015. Leachate disposal was at approved AER or municipal facilities.

For the RWA Landfill, 494,000 tonnes of primarily municipal residential, commercial and industrial solid waste; hydrocarbon contaminated soil; and minor quantities of demolition, sulphur and asbestos wastes were accepted. No sulphur wastes were received between 2010 and 2015 and is no longer included in the list of wastes accepted. Since leachate collection began in 2014 at Cell 1 and Pit 3, a total of 9,400 m³ were collected and disposed to deep well or municipal treatment plant.

For the Tervita Landfill, a total of 2,858,000 tonnes of industrial waste were accepted for disposal. These included drilling wastes; contaminated soils; cement; sludges; catalyst wastes including sulphur and non sulphur catalysts, and other smaller waste streams. All of the 290,000 m³ of leachate collected from the seven cells was sent to deep well disposal.

2.3 A description of the criteria used to select the proposed site for the landfill, as well as any alternative sites.

The selection of the location for the landfill was completed circa 1985 as part of the AEP Regional Landfill Program. The chosen location met siting criteria at the time; was relatively distant from residences and private lands; and could be readily accessed by an existing road network.

2.4 Scale diagrams of the facility site and surrounding area, demonstrating conformance with established landfill setbacks in:
(a) the *Nuisance and General Sanitation Regulation (AR243/2003)*;
(b) the *Subdivision and Development Regulation (AR 43/2002)*; and
(c) Section 2.1(a) of the *Standards for Landfills*.

Figure 2 illustrates the location of the Property relative to Crown land and the nearest titled properties and residences. As residences and potable water wells are more than 500 m distant, they readily conform to established landfill setbacks. At the request of RWA, Consultative Notation was placed on Crown Lands within 5 km of the Landfill. This allows the RWA to consult with other users of the lands to ensure that the proximity the Landfill is known and what restrictions regarding potable water wells or that potential nuisance conditions may exist.

2.5 If varying from setbacks required in 2.4(a) and 2.4(b), attach the written authorization provided for the variance of the setback.

There are no variances of the established setbacks.

2.6 If varying from setbacks required in 2.4(c) provide evidence that surface water and groundwater will not be impacted.

Not applicable.

2.7 A Detailed Technical Investigation Program Report prepared by APEGGA registered professional(s) with expertise in the subject areas, including, at a minimum, all of the following information:
(a) a description of the topography, surface drainage patterns, geology, hydrogeology, existing and surrounding land use within 800 metres of the proposed site;
(i) a drawing showing the proposed site in relation to:

- i. adjacent development and infrastructure;
 - ii. natural and constructed physical features such as streams, rivers, water bodies, canals and drainage controls;
 - iii. domestic, municipal and other licensed water well locations within 5 km of the proposed site; and
 - iv. municipal wellhead protection zones;
- (b) a detailed site plan showing:
- (i) surface topography; and
 - (ii) locations and surface elevations of all boreholes and monitoring wells;
- (c) the profile and depths of the topsoil and subsoil;
- (d) detailed borehole records showing the geologic and hydrogeologic conditions encountered and the depth of all major stratigraphic features;
- (e) site stability;
- (f) cross-sections showing:
- (i) an interpretation of the geologic stratigraphy to the depth of the hydrogeologic characterization component;
 - (ii) directions of groundwater flow; and
 - (iii) hydraulic conductivities of the geologic strata that influence or control groundwater movement;
- (g) a detailed written interpretation of the hydrologic, hydrogeologic and geotechnical conditions on a regional and local scale;
- (h) a statement that the site is suitable for landfill development in accordance with applicable regulatory requirements in Alberta; and
- (i) recommendations for:
- (i) the area suitable for landfilling;
 - (ii) the landfill design based on the hydrologic and hydrogeologic conditions; and
 - (iii) dealing with the implications of the conditions in 2.7 (h) on possible landfill development.

The 1985 assessment report was commissioned by Alberta Environment and Parks as part of the Regional Landfill Program. Based on the findings of this report, funding was provided by the Province for the initial development within E ½ 12.

The 2010 Landfill Development Plan for Area A was commissioned by RWA to meet Clauses 3.1.11 to 3.1.14 of Approval 10052-01-00. The initial Cell 1 provides approximately 320,000 cubic metres of airspace. At full build out and utilization of all five planned cells over the next 20 years will result in 1,600,000 cubic metres of airspace. Similar landfill development plans were prepared by CCS and Tervita for the now closed and capped Industrial Landfill in Areas D and E. The RWA and Tervita plans were submitted for review by the Director and were subsequently approved.

The 2010 RWA Development Plan with figures and drawings prepared in support of cell construction and closure are provided in [Appendix G](#).

The following excerpts are sourced from:

- *Assessment of Proposed Sanitary Landfill E½ 12-4-9-W5M, Rocky Mountain House, Alberta, D.W. Bernard Groundwater Consultants Ltd., March 1985; and*
- *“Hydrogeological Investigation Program Report, CCS Area E Class II Landfill Extension, 12-040-09-W5M, Rocky Mountain House, Alberta” prepared by NLR Associates Ltd for RWA Leaseholder Tervita Corporation (formerly CCS) for Area E in the northwest portion of the Landfill.*

AREA ‘A’ SITE DESCRIPTION, SETTING AND LAND USE

The land available within Area ‘A’ for the proposed new landfill cells comprise approximately 23 ha of native, treed land, without evidence of land improvement such as surface drainage enhancements. The surrounding area is similarly treed land and has not been recently used or otherwise improved, the majority of the subject land being densely treed. New disposal cells in this setting will therefore be visually screened from Highway 11, the nearest public highway.

No evidence of past land use is apparent either from aerial photos or from on-site observations. The Landfill is located on a topographic rise that occurs as one of the first hill features observed from Highway 11 when travelling west from Rocky Mountain House. Area ‘A’ is accessible via cut-lines from the current weigh-scale on the south side and also the oilfield resource gravel road on the west side. The surrounding area is Crown land with nearby oil and gas activity with several gas pipelines traversing the local area, together with oilfield lease sites and gravel access roads.

The nearest residences to the landfill facility are three kilometres (south) and five kilometres (east and northeast). The nearest airstrip is Rocky Mountain House Airport, on the order of 17 km east, at elevation 989 metres above MSL.

Topography, Surface Drainage and Climate

Area ‘A’ is situated on the east side of a gentle topographic rise with a surface relief on the order of 10 m between the north-west and north-central parts of the studied area compared to the east and south boundaries, as shown on Figure 2. The site is well drained without obvious evidence of surface water drainage channels, or intermittent or permanent water bodies. Any surface runoff that might occur is inferred to be topographically controlled with runoff having assumed directions, as shown on Figure 2.

A vegetation change occurs east of Area ‘A’ coinciding with lower-lying land, observed as areas of cattails and muskeg-type vegetation, indicating that these areas receives surface water and likely also act as a discharge area for shallow groundwater.

Two permanent surface water bodies are present near the Landfill, including Radial Lake (5.2 kilometers north-west), Louis Lake (1.6 kilometers south-east) and an unnamed surface water (1.1 kilometers west) body which is shown on topographic mapping though appears dry in aerial photography and likely only acts as an intermittent drainage collection feature.

Regional-scale topographic mapping and aerial photography suggests the presence of a surface water divide between Louis Lake and an unnamed water body further south, the latter appearing to be within the North Saskatchewan River watershed. Louis Lake is documented as being located within a glacial meltwater channel (*Canadian Rockies Geology Road Tours, Gadd 2008*). Topographic mapping suggests that surface drainage moves from Louis Lake northwards and receives surface water and shallow groundwater contributions leaving the Landfill area, as it moves north. This combined drainage becomes Buster Creek and ultimately discharges to the North Saskatchewan River, north-east of Crimson Lake Provincial Park.

The geographical region is classified under the Köppen system as continental sub-arctic or boreal (taiga) climates, which occur mostly in the 50° to low 60° north latitudes. The regional ecosystem is categorized as mixed forest (aspen and spruce) and receives a 30-year mean annual total precipitation (rain plus snow) of about 535 mm. The months of June and July receive the most precipitation (1971 to 2000 Climate Normals, Environment Canada).

1985 SITE INVESTIGATION AND ASSESSMENT (ENTIRE LANDFILL AREA)

Local Geology

A landfill siting assessment commissioned by Alberta Environment, as part of a site selection process, was conducted during 1984 and included the existing Landfill and Area 'A' that is the subject of this technical investigation (*Assessment of Proposed Sanitary Landfill E½ 12-4-9-W5M, Rocky Mountain House, Alberta, D.W. Bernard Groundwater Consultants Ltd., March 1985*).

The 1985 report documents the local surficial geology as comprising glacial till of varying thickness, described as a moderately stony, sandy till deposited as a ground moraine. The drilling program encountered sandy overburden ranging from one to greater than seven metres in thickness, with a predominantly silt texture with high sand and some clay fractions. Overall, the till was documented as sandy clay with localized, discontinuous zones of fine sand.

The 1985 report also documents the rotary drilling program encountering weathered shale and sandstone in the upper two to five metres of bedrock, possessing a clay-like texture that was similar to the overlying glacial till, making it difficult to discern a precise overburden-bedrock contact across the assessed site.

Local Hydrogeology

The 1984 field work involved solid stem augering of 24 boreholes, based on a 200 m x 400 m grid, until auger refusal was encountered, documented one or two metres into bedrock. Each borehole was completed as a water table observation well, constructed with a 25 mm PVC standpipe. The report documents follow-on rotary drilling of nine bedrock boreholes in December 1984, using air-rotary equipment to depths of 20 m. Each boring was logged using electric wireline equipment (spontaneous self-potential and resistivity). Eight boreholes were completed as dual-level and several triple-level piezometers constructed below water table, consisting of one metre long slotted sections using 38 mm diameter PVC.

The 1985 report describes water table depths across the assessment site as generally being greater than five metres. Shallow groundwater was documented as following the natural topography, mimicking surface grades, with typical horizontal gradients on the order of 0.04 m/m and localized higher gradients in the north-east portion of the study area greater than 0.1 m/m. Under these horizontal gradients, the shallow groundwater system was interpreted as moving outward in a radial pattern, from the oilfield resources gravel road, representing the highest land elevation of the study area.

From the piezometer type installations, a deeper groundwater system was determined to exist involving the vertical movement of surface recharge via bedrock fractures to depths on the order of 50 m where the movement was thought to change to primarily lateral, with discharge ultimately into the lower-lying muskeg areas surrounding the assessment area.

2009 SITE ASSESSMENT BY NLR ASSOCIATES INC (NW PORTION)

“Hydrogeological Investigation Program Report, CCS Area E Class II Landfill Extension, 12-040-09-W5M, Rocky Mountain House, Alberta” prepared by NLR Associates Ltd for RWA Leaseholder Tervita Corporation (formerly CCS) for Area E in the northwest portion of the Landfill. Comparisons were made to a previous assessment in adjacent Area D in the southwest portion of the Landfill.

“Summary

Results of the regional data compilation have been used in conjunction with site-specific data compiled for the proposed development area to characterize the proposed cell development area. A qualitative evaluation of the area of investigation is tabulated below with details following.

Physiography/Location:

- Terrain shows no adverse land features (e.g., unstable slope or thick peat) or constraining physical features (e.g. natural permanent water bodies) identified within the defined set-back distances of the subject area.
- No residential property boundaries within at least 450 m (>> 450 m)
- Site lies along a well maintained secondary highway with an access road to oilfield operations.
- Cells lie in an area designated for landfill development.
- Site is moderately well to well drained with no naturally occurring, permanent water bodies present within its bounds or within an approximately 350 m radius of its boundaries; lower lying areas along the 350 perimeter are poorly to imperfectly drained (are groundwater discharge areas).
- Natural surface topography is undulating with elevations on the order of 1050 m asl; lowest elevations are reported to the east and west of the Site.
- Existing oil & gas and industrial operations are located in the immediate area of the proposed Site including Baytex and CCS operations (pipelines and wells; existing landfill).

Stratigraphy / Hydrostratigraphy:

Nineteen 08-series testholes were advanced and four 09-series groundwater monitoring wells have been installed in the proposed cell development area. Investigation in the area showed shallow bedrock comprising siltstone / sandstone and silty shale. Hydraulic conductivity measured to be on the order of approximately 5×10^{-7} m/sec is consistent with that reported for the other parts of the landfill area. Principal observations for the area are listed below.

Testhole drilling is consistent with previous findings for the landfill area including Area D.

- Testhole drilling showed a succession of shallow bedrock at depths of approximately 2.5 m bgs.

- Hydraulic conductivity was calculated to be on the order of 6×10^{-7} m/sec and is consistent with the findings for other parts of the landfill site.
- There are no exceptional aquifers reported in the stratigraphic section on Site or immediate surrounding area.
- Groundwater, where occurring in the bedrock succession is relatively shallow.(ranges from approximately 1.5 to 8 m bgs) as defined in monitoring wells.
- Hydraulic data suggest that gradients are vertically downward (recharging) gradients evident at MW09-2a / b.
- Vertical groundwater flow rates (based on current data) are estimated to be on the order of 10 m/year.
- Lateral potentials are predominantly toward the west.
- Lateral rates are likely to be on the order of 1 - 30 m/year.
- A sub-drain system may be required to manage groundwater in parts of the new cell development area – particularly areas that have been disturbed as part of previous operations.
- Soils are typically luvisols with well developed LFH and Ae upper soil horizons and comparatively poorly developed B soil horizon of up to 0.50 m-thick.

Groundwater:

- Groundwater in the subject area is characterized by relatively low TDS (< 500 mg/L); comparatively low Cl concentration (typically <10 mg/L); HCO₃ and SO₄ are the principal anions; Ca-Mg and Na the predominant cations.
- As noted, chloride, a conservative species, is low and typically < 10 mg/L with exception of W1, W3, and W10 in pre-existing development area where levels have varied up to approximately 65 mg/L.

Conclusions and Recommendations

Based on data compilation, the following are characteristics of the area investigated.

- Stratigraphy is similar to that reported for Area D with a thin succession of thin Drift overlying bedrock.
- Regional water well data and the site data suggest that a relatively thick succession of relatively low permeability shale and silty shale with interbedded sandstone / siltstone comprise the underlying bedrock.
- Groundwater depths as defined in existing monitoring wells are variable but generally are within approximately 2 to 8 m bgs.
- An evaluation of existing pits within the cell area should be completed.
- Regional and site-specific data compilation and evaluation show that the subject area is similar in character to original siting data provided by DWG (1985). Recommendations for landfill development are listed below.

Design:

- Landfill design should consider the hydrogeological findings for the Site and include an engineered liner system with leachate collection which will theoretically de-couple the landfill cells from the underlying bedrock hydrogeological unit.
- Surface drainage control features will be necessary to manage surface run-on /run-off.
- Seepage at the Site may be encountered during construction and provision to install a sub-drain system should be considered in design / construction; particularly for areas that have previously been disturbed.
- Large timber will require clearing (and possibly salvage).

Topsoil Salvage:

- Areas with Ah / LFH / Ae / Ae_j horizons should be salvaged during cell construction; underlying subsoils ("B" horizon) are relatively poorly developed and, where possible, should be salvaged.
- Detailed soils mapping may be necessary prior to developing a salvage plan.
- Current well array monitors the upgradient, cross-gradient, and downgradient locations.
- Development will require decommissioning of selected monitoring wells contingency for replacement monitoring wells should be implemented (after cell construction and positioned in compliance with Alberta Environment guidelines).

Recommended Further Work:

- Initial and on-going monitoring of groundwater to establish baseline groundwater quality, water levels, and flow.
- Groundwater levels should be monitored every two months prior to construction.
- Following construction monitoring should revert back to the current schedule for the landfill facility.
- Re-evaluate existing monitoring network for compliance monitoring purposes in the context of the landfill design.
- Decommissioning of selected monitoring wells (recently installed or existing) in the investigation area may be required as part of the construction process; decommissioning should be compliant with Alberta Environment requirements and discussed with the Authority prior to undertaking the work.
- Where appropriate or needed replacement wells should be installed and constructed to comply with Alberta Environment standards (2007).
- Assuming a data sharing program is not developed between CCS and the Authority, installation of new monitoring wells beside or adjacent to the Authority monitoring wells may be required as part of the CCS QA/QC program."

A proposed groundwater monitoring program was proposed and subsequently implemented and the wells were surveyed.

2010 HYDROGEOLOGICAL INVESTIGATION (SOUTHEAST QUADRANT – AREA A)

The 2010 Landfill Development Plan that includes a detailed hydrogeologic assessment of Area A is provided in Appendix G. The findings of this assessment were similar to the historical assessments. The Executive Summary from this report is provided below.

“A detailed technical investigation and preliminary design was undertaken for the Rocky Mountain Regional Solid Waste Authority commencing in October 2009 at candidate undeveloped site (Area ‘A’) within the currently licensed landfill facility area. At each of the drilling locations, generally non-cohesive surficial deposits were encountered, overlying a sequence of sandstone, siltstone and shale bedrock (Paskapoo Formation). The uppermost bedrock surface is moderately to highly weathered, as observed in core recovered from a deep borehole (44 m) and 20 sampled auger-drilled boreholes. Grading analyses of selected overburden materials indicated a predominance of silt with high sand and some clay fractions.

In November 2009, 21 groundwater monitor wells were installed to monitor and sample shallow and deeper groundwater, which were supplemented with seven pre-existing monitor wells. This monitor well network shows a water table, generally at five to seven metres depth, which consistently moves to the east and south-east at groundwater velocities of several metres per year. The groundwater levels measured in November and December 2009 increased throughout the monitored period ending to June 2010, with continual increases throughout these months. Monitoring in May 2010 noted significant rises in the overburden water table wells and bedrock piezometric wells, being highest in the north-west portion of the studied area.

The west side of Area ‘A’ behaves as a groundwater recharge area, where precipitation contributes to the water table. In contrast, the north-east and south-east portions of the site behave as a groundwater discharge area, where shallow groundwater has a tendency to move upwards, although does not actually discharge to surface until some distance further east, that coincides with lower-lying muskeg type wetlands.

The investigated site is considered to be suitable for landfill cell construction, contingent on the inclusion of an engineered liner, leachate collection system and a sub-liner drainage system.

A conceptual landfill design for Area ‘A’ has been completed that includes staged construction of five joined cells with a 60 m buffer provided between the east property line and the edge of the cells. The cells are proposed to be built from north to south atop the ridge with surface water run-on directed around the developed area towards the low-lying area to the east.

Each cell will be lined with a composite lining system composed of geosynthetic clay (GCL) and high density polyethylene (HDPE). A leachate collection system that lies above the liner will be composed of drainage rock and perforated HDPE piping connected to a collection manhole. The lower portion of each cell upslope of the collection manhole will contain a leachate storage sump. Gravity drain lines will connect the collection manholes as each stage is constructed.

The full development of the cells in Area 'A' will result in approximately 1,600,000 m³ of airspace above the liner and below the final cap. It is expected that Stage 1 of the new construction will provide approximately 320,000 m³ of airspace that will be required in 2011 or 2012.”

SECTION THREE: DESIGN AND CONSTRUCTION

The applicant shall provide:

3.1 A Landfill Design Plan and Specifications prepared by APEGGA registered professional(s) with expertise in the subject areas, which shall include, at a minimum, all of the following information:

- (a) an engineering design report that provides:
 - (i) a description of the type and quantity of waste that is anticipated to be accepted at the landfill;
 - (ii) a description of the design intent and a summary of the components included in the design to achieve the design intent;
 - (iii) an evaluation of the potential for leachate generation and leachate composition based on site specific conditions;
 - (iv) an evaluation of the potential for landfill gas generation and gas composition based on the type of waste accepted, climate, the landfill design, or other site specific conditions;
 - (v) a description of monitoring systems;
 - (vi) a preliminary closure plan that includes at a minimum:
 - i. a staging plan for closure of the landfill or portions of the landfill;
 - ii. a plan to manage surface water infiltration or moisture additions according to the design intent of the landfill cells;
 - iii. a proposed design for the final landfill cover system;
 - iv. general information of the final elevation and slopes;
 - v. a re-vegetation plan of completed areas of the landfill; and
 - vi. a description of the potential end-use of the landfill after final landfill closure; and
- (b) engineering design maps and plans that provide:
 - (i) topographic maps showing the overall proposed site development and setbacks;
 - (ii) a site plan that shows the proposed landfill footprint and the location of the compliance boundary;
 - (iii) a minimum 30 metre separation between the waste footprint and the landfill property line;

- (iv) cross-sections showing the proposed surface elevations, base elevations and grades for the landfill development;
- (v) drawings for structural components of the landfill including, but not limited to, liner systems and leachate collection and removal systems;
- (vi) a run-on control system to prevent flow onto the active landfill area for events up to at least the peak discharge from a 1 in 25 year – 24 hour duration rainfall event;
- (vii) a run-off control system for the active landfill area to collect and control at least the run-off water volume resulting from a 1 in 25 year – 24 hour duration rainfall event; and
- (viii) a groundwater monitoring system as per the minimum requirements in Section 5.6 of the *Standards for Landfills in Alberta*.

The following summary of landfill designs utilized for the Landfill and Industrial Landfills are summarized as follows:

- Closed Pit 1 Area A: Accepted mixed municipal and industrial wastes circa 1988 to 1992. Some smaller pits accepted hazardous wastes. No detailed design or as-built drawings are known to exist. Based on common practices of the day, it is expected that there was no lining or leachate collection system in the one large and several small pits. The large Pit mound was capped circa 1992.
- Active Pit 2 Area A: Accepted primarily sulfur wastes circa 1989 to 2014. No detailed design or as-built drawings are known to exist. Based on common practices of the day and based on the *AEP Guidelines for the Disposal of Sulphur Containing Solid Waste, 1983*, the pit was lined with limestone. Sulphur wastes were then co-disposed with ground / chipped limestone at a ratio of 3.2 kilograms of limestone to one kilogram of sulphur. RWA no longer accepts sulphur wastes and an interim soil cap has been placed. The Pit is currently used for disposal of demolition debris and temporary storage of metal recyclables and compost.
- Capped Pit 3 Phase I and Hazardous Waste Cell Area A: Accepted municipal and industrial wastes circa 1990 to 1993. No detailed design or as-built drawings are known to exist. Based on common practices of the day, it is expected that there was no lining or leachate collection systems installed.
- Partially capped Pit 3 Area A, Phases II to IV: Accepted primarily municipal solid waste, non hazardous industrial wastes, and soil containing hydrocarbons as alternate daily cover circa 1993 to 2014. These phases were lined with the best available fine grained soil within the construction area of the pit. To control leachate breakouts a collection system was installed at the downgradient north end of the pit in November to December 2015. The collection trenches were completed with washed rock and perforated pipes connected to a sump lined with

a composite system consisting of basal geosynthetic clay liner (GCL), a 60 mil high density polyethylene liner, washed rock covered by filter fabric with pipe connection to one collection chamber.

- Partially capped Pit 4 Area A: Pit initially excavated circa 1992, but not used until approximately 1998 to 1999 for disposal of municipal solid waste. The excavation was lined with the best available soil within the construction area of the pit. There was no leachate collection system installed.
- Active Cell 1 Area A: To July 2016, has accepted primarily municipal solid waste and some non-hazardous industrial wastes. The cell was lined with a composite system consisting of basal geosynthetic clay liner (GCL), a 60 mil high density polyethylene liner, washed rock leachate and piped leachate collection system, and a leachate removal system currently consisting of one collection chamber.
- Closed and capped Tervita Industrial Landfill Area D/E: Accepted primarily oilfield wastes from 1999 to 2015. All seven phases from bottom up were lined with a composite system consisting of basal geosynthetic clay liner (GCL), a 60 mil high density polyethylene liner, a geonet leachate drainage system, and a leachate removal system consisting of 6 collection chambers.

A Landfill Design Plan was prepared for the RWA by Amec Foster Wheeler for the 5 cell Area A development in 2010. [The design drawings are provided in Appendix G.](#) A detailed design for Cell 1 was prepared for the RWA by Amec Foster Wheeler in 2013. Prior to development of future cells in Area, detailed design and quality assurance and quality control plans were prepared.

Similar design plans were prepared and executed for the former Tervita Landfill on the west side of the property. This landfill ceased operations in 2015 and has been fully closed and capped. As of May 2016, RWA has taken over leachate management, monitoring, maintenance and reporting.

3.2 A Construction Quality Assurance Plan and a Construction Quality Control Plan.

As required by Clause 3.1.2 of the Approval, a Construction Quality Assurance Quality (QA/QC) Control Plan was prepared in 2013 for Cell 1. [This plan is provided in Appendix H.](#)

Amec Foster Wheeler was retained by RWA to prepare the July 2013 “*Design, Quality Control and Quality Assurance Plans for Construction, Rocky Mountain Regional Landfill, Area “A” Landfill, Cell 1 Development....*” As required by the Approval, the document was submitted at least 14 days prior to construction. The document provided:

- design drawings for Cell 1 construction including a composite liner, leachate collection and extraction system, berm construction, top and subsoil conservation, and run-on / run-off control systems;

- specifications for earthworks, lining materials and leachate system components;
- QA/QC requirements for berm fill, soil layer, road fill, geosynthetic clay liner, geomembrane liner, leachate collection, inspection frequency, documentation and reporting.

Similar QA/QC plans will be prepared and submitted for subsequent cells.

3.3 A statement outlining any deviations from minimum design and construction standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable.

RWA Cell 1 and the Tervita Cells 1 to 7 are compliant with 2010 Standards for Landfills in Alberta. Historical cells met the standards of the day.

3.4 A report explaining any deviation from minimum design and construction standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable, including a description of any potential impacts that may result from the deviation.

There were no known deviations from the minimum standards of practice at the time of design and construction of the various cells and pits.

SECTION FOUR: LANDFILL OPERATION

The applicant shall provide:

- 4.1 A copy of the proposed operations plan for the facility, which shall address:
- waste acceptance policies and procedures as per Section 4.4 of the *Standards for Landfills*;
 - policies and procedures for wastes requiring special handling, if accepted;
 - operating procedures for nuisance management as per Section 4.5 of the *Standards for Landfills*;
 - wildlife management plan as per section 4.6 of the *Standards for Landfills*;
 - procedures for covering the waste including a description of proposed materials and the frequency of cover applications;
 - a plan for the protection of liners;
 - an emergency response plan;
 - a site safety plan;
 - a plan for the detection and management of subsurface landfill gas, if applicable;
 - a plan for the management of leachate including its collection, removal, treatment and disposal;
 - a plan for leachate pond management, if applicable;
 - a plan for the management of surface water run-off and run-on control systems;
- and

- (m) a plan for other operations where they are included at the landfill site such as the storage, processing, recycling or composting of segregated waste or feedstocks.

A recently updated Operations Manual is provided in Appendix I. – Landfill staff are providing last review and update

Recent photographs of the Landfill infrastructure and active disposal areas are provided in Appendix J.

- 4.2 Copies of any emergency response plans required to be filed with the municipality in which the facility is located, or with the Disaster Services Branch, Municipal Affairs and confirmation that these documents have been filed with the appropriate agency as required.

Fallon is Updating and will provide simple ERP to cover: fire, vandalism, injury, theft, etc.

- 4.3 A copy of the proposed soil conservation plan and procedures based on the soils inventory, including the depths and volumes of topsoil and subsoil to be salvaged, methods of topsoil and subsoil stockpiling, storage locations of topsoil and subsoil, and measures to be taken to prevent the use or loss of topsoil and subsoil during storage.

Prior to 2013, only informal soil conservation plans were implemented at the time of new cell construction. Pit 1 and the Tervita Landfill have been reclaimed. No formal records of stripping thickness for Pits 1, 2, 3A or 4 are known to exist. A topsoil stockpile on the west side of Pit 3 is documented on drawings in the 2006 Construction Report². Perimeter topsoil stockpiles are observed east and west of Pits 2 and 4. No subsoil was known to have been conserved.

The QA/QC plan, specifications and design drawings for Cell 1 of Area A included soil conservation and storage. For the cell area and new roadway, approximately 0.2 m of topsoil and 0.35 m of subsoil were stripped, stockpiled and revegetated. Stockpile locations were recorded on the as constructed drawings in the 2013 Construction Report³.

Similar specifications and records will be made for future cell development in Area A, and in any other new development area that receives Director approval of a Landfill Development Plan.

- 4.4 A list of substances, the sources of the substances, and the amount of each substance that will be released into the environment as a result of the new or laterally expanding

2 AMEC Earth & Environmental, March 2007: Rocky Mountain Regional Landfill Cells II(c), III(c) and IV(c) Development, 2006 Construction Report

3 AMEC Environment and Infrastructure, March 2014: Construction Report, 2013 Area A Landfill – Cell 1 Construction

landfill, the methods by which the substances will be released, and the steps taken to reduce the amount of substances release.

Over the next approval period, one or more cells are expected to be constructed in Area A that will each provide for 4 to 7 years of additional airspace depending on waste volumes accepted. Based on the robust lining system design for the cell(s), the likelihood of significant adverse effect to groundwater is low. Monitoring of leachate levels and removal to keep the head above the liner at 0.3 m or lower will further reduce risk.

Due to the expected nature of the wastes to be accepted, landfill gas generation in Area A cells is expected. Once Cell 1 had been filled and received interim or final cap, it will be added the monitoring program.

Inadvertent spills of leachate are possible from truck loading, equipment failure or severe rainfall events. Any such releases will be reported immediately and actions will commence to recover fluids and send for disposal. Soil quality will be assessed to determine if remediation is necessary.

4.5 A statement outlining any deviations from minimum landfill operation standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable.

Current operations are considered to be compliant with the Standards.

4.6 A report explaining any deviation from minimum landfill operation standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable, including a description of any potential impacts that may result from the deviation.

Landfill development and operations are considered to have met the applicable standards of the day. Relatively minor operating deviations since 2005 have included:

- overflow of dilute leachate from the Tervita Industrial Landfill on three occasions following intense cloudburst rain storms;
- unstable slope in Cell 4 of the Tervita Industrial Landfill for several years that delayed waste placement and capping – waste contained within cell and subsequently dewatered, stabilized and capped in 2015;
- overflow of diluted water from RWA Pit 2 runoff ponds following intense cloudburst rain events; and
- small volume leachate breakouts on the north end of Pit 3 that were inadvertently not contained for short period of time – repaired quickly and permanently managed by installation of a leachate collection system in 2015.

None of these deviations are considered to have caused a significant adverse effect.

SECTION FIVE: MONITORING, ANALYSIS, AND CORRECTIVE ACTION

The applicant shall provide:

5.1 A proposed Landfill Monitoring Plan prepared in accordance with Section 5.1 of the Standards for Landfills, which shall include the following:

5.2

- (a) A Groundwater Monitoring Program prepared in accordance with Section 5.2 of the *Standards for Landfills*;
- (b) A Surface Water Monitoring Program prepared in accordance with Section 5.7 of the *Standards for Landfills*;
- (c) A Leachate Monitoring Program prepared in accordance with Section 5.9 of the *Standards for Landfills*, if applicable; and
- (d) A Sub-surface Landfill Gas Monitoring Program prepared in accordance with Section 5.11 of the *Standards for Landfills*, if applicable.

These monitoring programs have been conducted as required by the Approval

Although a groundwater monitoring program had been in place since the 1990's, as required a proposal was provided in 2009 that was subsequently authorized by the Director in 2014. The monitoring program complies with Section 4.11 and the RWA Operations Plan that includes the specific wells and analytical program requirements. Monitoring is completed once per year for the RWA Landfill and twice per year up to 2016 for the closed former Tervita Landfill. The Operations Plan describes a reduced analytical program and monitoring frequency for 2017 and beyond.

Monitoring programs for the three surface water ponds have been in place since prior to the current Approval and have complied with Table 4.10-D. Run-off released from the Landfill has complied with the limits listed in Table 4.6-A.

Annual leachate monitoring from the RWA and former Tervita Landfill collection systems have been completed in accordance with Table 4.10-B.

As required a subsurface gas monitoring proposal was provide in 2009 that was subsequently authorized by the Director in 2014. Gas monitoring is conducted annually for three municipal landfill cells including Pit 1 (final cover, closed circa 1990), Pit 3 (interim and final cover) and Pit 4 (interim cover). As the relatively new RWA Cell 1 is not capped and as the Tervita Landfill did not accept wastes that are likely to produce methane or other explosive gases, no monitoring is completed at those locations.

5.3 A statement outlining any deviations from minimum monitoring, analysis and corrective action standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable.

Existing monitoring programs are considered to be compliant.

- 5.4 A report justifying any deviation from minimum monitoring, analysis and corrective action standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable, including a description of any potential impacts that may result from the deviation.

Not applicable.

SECTION SIX: FINAL CLOSURE AND POST CLOSURE

The applicant shall provide:

- 6.1 A description of the plan developed to perform any planned or unplanned closure of the facility, or any part of it, at any point during its active life.

As described previously, the Tervita Landfill was closed and capped in 2015.

Pit 1 was closed under previous legislative requirements circa 1992 and was found to largely meet the capping requirements of the day. Other than inspection and maintenance activities, no other work is contemplated.

Portions of Pit 2 and Pit 4 remain active with a long term plan for both areas continuing to evolve. Closure of these areas is expected to be more than 10 years in the future. A closure plan will be prepared as required by the Approval.

Closure planning for Pit 3 was modified in 2009 to provide for a vertical expansion with steeper side slopes. The revised closure plan was provided to AEP, with a response in 2010 noting that "...only notification [to AEW] is required for landfill cell design/revisions, no approval amendment or authorization is required for the proposed revision." The southern half of Pit 3 has received final cap (less the topsoil layer). The northern portion has interim cover with some additional airspace remaining for waste soil placement. The current intention is to complete final closure of Pit 3 in conjunction with the construction of Cell 2.

The final closure of the entire Landfill is expected to be at least 30 years - circa 2050.

- 6.2 A description of the proposed post-closure monitoring.

Post closure monitoring of the closed Tervita Landfill and Pit 1 include:

- monthly inspections and maintenance activities for cover and run-on / run-off control systems as required;
- monthly leachate measurements and withdrawals (as required) from the Tervita Landfill;
- annual groundwater monitoring for both locations;
- annual landfill gas measurements from Pit 1; and

- inclusion of the data collected in the annual operations report.

As other Pits or Cells are closed, similar monitoring and reporting will be completed.

6.3 An estimate, in current dollars, of the cost of unplanned or planned closure and of post-closure monitoring and site maintenance.

Based on the Hawkings Epp Dumont Auditors' report of the 2015 RWA financial statements, there was \$7.4 million of closure and post-closure liability of which \$3.1 million was still to be accrued.

6.4 The financial assurance instruments that the applicant will provide to cover the cost of landfill closure and post-closure.

Not applicable.

6.5 An estimate of the expected year of final closure of the facility.

The expected year of final closure is expected to be at least 30 years into the future.

6.6 The expected land use and zoning of the site after effective closure.

After closure the Landfill is expected to remain as Crown Land. Natural uses, including ungulate grazing are expected.

6.7 A statement outlining any deviations from minimum final closure and post closure standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable.

No significant deviations are currently contemplated. Intent is to restore a functional land use, recognizing that short / medium term forest reestablishment is not desirable due to root damage to the soil cap.

6.8 A report explaining any deviation from minimum final closure and post closure standards described in a standard, code of practice, or guideline published or adopted by the Director, if applicable, including a description of any potential impacts that may result from the deviation.

Pit 1 was closed circa 1990 to meet the 0.60 m thick capping requirements of the Waste Management Regulations under the Public Health Act. No report from the time of closure documents the capping is known to exist. Testpits completed in 2011 confirmed a soil cap had been placed above the wastes with an average cover thickness of 1.15 m. Overall, there was good vegetative cover with a few small locations that required soil replacement and reseeded.

Alberta Environment & Parks
Application for Renewal of EPEA Approval No. 10052-01-00
Rocky Mountain Regional Solid Waste Authority; Class II Landfill
July 2016

The Tervita Industrial Landfill was capped in 2015 and a Cell Capping Construction Quality Assurance and Quality Control Report was submitted for AEP review. AEP advised that they reviewed the report and found no deficiencies relative to the soil cap. At the time of writing in July 2016 the cap has been seeded but is not **fully revegetated**. It is expected that at least two years will be required to establish an adequate vegetative cover.

CLOSURE

This renewal application document was prepared by the Rocky Mountain Regional Solid Waste Authority with assistance by Amec Foster Wheeler Environment and infrastructure.

Respectfully submitted this **xx September 2016**.

Rocky Mountain Regional Solid Waste Authority

Curran Chronik C.E.T.
Authority Manager

**APPROVAL OR REGISTRATION OF A CLASS II OR CLASS III LANDFILL UNDER THE
ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT**

**FOR OFFICE USE ONLY
EMS DATA**

Facility Name: _____

Approval ID: _____

Manual Approval ID: _____

Status: _____

Status Date: _____

Status Comments: _____

Operation ID: _____

Effective Date: _____

Expiry Date: _____

Renewal Allowed: _____

Document Type: _____

Comments: _____

OPERATION EMS DATA

Operation ID: _____

Facility Name: _____

Parent Op ID: _____

Description: _____

Operator: _____

Owner: _____

Legal Land Location: _____

Municipality: _____

District: _____

Provincial Electoral Division: _____

River Basin: _____

River Sub Basin: _____

Alberta Environment & Parks
Application for Renewal of EPEA Approval No. 10052-01-00
Rocky Mountain Regional Solid Waste Authority; Class II Landfill
July 2016

Region: _____

APPENDIX A

Application, Landfill Design Plan and Conceptual Design Figures

APPENDIX B

Photographs

APPENDIX C

Approvals and Permits

APPENDIX D

Land Disposition Report and Survey Plan

APPENDIX E

Financial Security Calculation

APPENDIX F

Summary Tables

APPENDIX G

Area 'A' Landfill Development Figures, Drawings and Logs

APPENDIX H

2013 Cell 1 - Design, Quality Control and Quality Assurance Plans

APPENDIX I

Emergency Response Plan



AGENDA ITEM

PROJECT: Red Deer County Request for Resolution Endorsement		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Municipal	WRITTEN BY: Tracy Haight	REVIEWED BY: Marshall Morton
BUDGET IMPLICATION: <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: N/A	PRIORITY AREA:	STRATEGIES:
ATTACHMENT(S): 1. Resolution “Alberta Environment Approvals for Construction Projects”		
RECOMMENDATION: That Council endorses Red Deer County’s “Alberta Environment Approvals for Construction Projects” resolution.		

BACKGROUND:

The attached resolution, submitted by Red Deer County, asks that the Alberta Association of Municipal Districts and Counties (AAMDC) requests the Provincial Government to consider supporting timely approvals from Alberta Environment for construction projects.

Currently, approvals may take up to twenty four months. This delay poses safety concerns, especially if the construction projects are related to road construction, maintenance and culvert installation; and, increased costs for the municipality. Clearwater County is also experiencing project delays relating to wetland approvals.

In addition, Red Deer County, along with four other municipalities including Clearwater County, has requested the development of a “Code of Practice” for Alberta Environment’s approval. It is hoped that the code of practice will allow municipalities the authority to move forward on smaller projects without having to wait for government approval.

Red Deer County asks that Clearwater County endorse this resolution at the upcoming Central Alberta Association of Municipal Districts and Counties (CAAMDC) District 2 meeting. If passed by the CAAMDC District 2 membership, the resolution will move forward to the AAMDC Fall 2016 Conference Resolution Session.

Resolution _____

Red Deer County
Supported by

Alberta Environment Approvals for Construction Projects

WHEREAS, approvals from Alberta Environment for construction projects, including road construction and road maintenance have been delayed, in some instances presenting safety concerns

WHEREAS, municipalities in Alberta have attempted to work together to draft a Code of Practice for Alberta Environment guidelines to provide municipalities the ability to operate independently while adhering to requirements and to do construction and road maintenance work within road right of ways

WHEREAS, timely approvals are essential to the effective functioning of municipal governments and the completion of necessary work

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties requests that consideration be given to safety concerns related to delayed environmental approval processing and supports the creation of a process for municipalities to receive timely approvals from Alberta Environment with regard to construction projects

BACKGROUND INFORMATION

Rural municipalities have concerns with getting approvals from Alberta Environment for road construction and maintenance projects. Many projects are being held up and posing safety concerns as municipalities wait for receipt of approval prior to undertaking the work.

Red Deer County has been a part of a group of municipalities who have been working with Alberta Environment administration to draft a Code of Practice for municipalities to adhere to in relation to road construction and maintenance projects. If Alberta Environment approves this code of conduct, then for certain projects (such as culvert repair or replacement), the municipalities would not have to wait for Alberta Environment approval before starting the work as the work being done would be in accordance with the approved Code of Practice.

Alberta Environment's current policy for wetlands can cause major delays to road projects. For wetland approvals, a biologist must complete a field assessment and determine the class of each wetland. Seasonal (Class III), Semi-permanent (Class IV), and Permanent (Class V) wetlands can be Crown claimable (old oxbows similar to those located on Waskasoo Creek are automatically Crown claimed). An initial review is conducted on these three classes of wetlands to determine, based on the wetland's permanency, whether the land might be claimed by the crown, resulting in two possible scenarios:

1. If any of the wetlands appear to be permanent, and, therefore, may be claimed, a formal Water Boundaries determination is required, at which point the report will be submitted for review. This process currently takes 12 to 18 months.
2. If none of the wetlands appear permanent, the report will be kept on file and included with the Water Act application (but not submitted to Water Boundaries).

Should the Crown formally claim any wetlands, approval from Public Lands is required. This typically takes three months; however, a Temporary Field Authorization may be granted for work while the application is being processed, which allows the work to proceed.

For all classes of wetlands a Water Act approval along with a wetland replacement proposal and offset compensation is required. Field assessments can only be done from May to September which also causes delays for projects.



BACKGROUND

The Alberta Government New Wetland Policy was proclaimed in 2013 with implementation in July of 2015.

The new policy creates many challenges for road maintenance and road construction but we have taken steps to fulfill the Wetland Policy requirements and in fact are well ahead of other jurisdictions in this regard.

Despite our efforts, information from around the Province indicates that it may be even more difficult to meet the policy requirements in a timely fashion than we have anticipated. The largest factor is Alberta Environment and the time that they will take to issue approvals.

We have been informed that Alberta Environment will take 9 to 16 months for approvals.

Some history on our efforts to be compliant with legislation

1. Council has approved the creation of a Wetland Compensation bank in 2012 at the Crooker Pit and that was a project that was fully endorsed and approved by Alberta Environment. The gravel pit was depleted of raw gravel reserves in 2015 and we spent a great deal of time reclaiming it in the fall of 2015. Additional work is required in 2016 to spray for weeds and eventually seed it to the specialized grasses and plant trees and shrubs. This project will provide a great deal of value to the County going forward as we work our way through the Wetland Policy conditions.
2. In August of 2015 Council also approved that we hire a consulting engineering firm to evaluate one of our construction projects as a pilot project (Judson Road) to determine the cost and time required to generate a report and get Alberta Environment approvals. Council was able to stop at this project on our August 2015 road tour and met representatives from Alberta Environment.
3. The 89 page report was completed by AMEC Foster Consulting and submitted to Alberta Environment in December of 2015. There was a length delay in finalizing the report as we waited for Alberta Environment to confirm that the Crooker Wetland project can be used for compensation. This project is slated to be undertaken in late 2016.

ANALYSIS

The New Wetland policy is an interesting document and despite the many conditions in the policy that require additional time and cost for our operation the most frustrating part has been that Alberta Environment was not prepared to deal with the many questions and concerns regarding the policy. They seem unable to give clear direction on the expectation of the department to organizations that are trying to follow the policy.

Despite the learning curve that all parties are experiencing with the new policy the biggest impediment to municipalities will be the extremely long approval process.

As an example, we have two old small culverts that are on the verge of collapsing near Buffalo Lake. Following Alberta Environment guidelines we applied for a Water Act approval to effect the repairs. Five months later we got the approval to do the work. The delay created a couple of issues with the first and most important being compromising public safety. We could have closed the road and probably would have had we known how long the approval process would take but it was such a simple and straight forward project we reasonably expected that approval would be issued in short order. If Alberta Environment had decided that a Wetland review was required it could have taken many months more for the approval.

Simple little repairs that we currently do as a matter of course can possibly take months and maybe years with additional costs.

The policy is just not applicable to our road construction but also to road maintenance so it can create situations that are far more costly and time consuming and reduce the service level to our ratepayers.

The policy itself is not the problem, the problem is the lack of timely reviews and approvals.

Road construction remains a mainstay to improving the road system and it has become particular important to address road issues as traffic volume and the type of traffic change over time. The five year road construction schedule is based on doing approximately 15 miles per year.

Building roads has become increasingly difficult and we are finding that landowners are becoming more demanding and difficult to get agreements.

Road right of ways have become utility corridors and numerous utility companies have to be notified and scheduling of line moves has become a major component of any road construction project.

Provincial and Federal legislation also have a large effect on how, when, and the cost of doing projects.

A review of the Provincial and Federal legislation was undertaken to identify the relevant environmental legislation that may (depending on design, location, and construction timing) apply to construction.

The following acts can have an impact on road construction projects

- Fisheries Act (Federal)
- Wetland Policy (Provincial)
- Species at Risk (Federal)
- Migratory Birds Convention Act (Federal)
- Fisheries (Alberta) Act (Provincial)
- Water Act (Provincial)
- Public Lands Act (Provincial)
- Weed Control Act (Provincial)
- Agriculture Pests Act (Provincial)

Fisheries Act (Federal)

Any activities with potential to cause harm to fish or fish habitat are regulated under this Act. Activities are subject to self-assessment, review, or authorization.

Working on a bridge or culvert in conjunction with a road project may require review by the Department of Fisheries and Oceans Canada (DFO). Depending on the scope of impact and quality of fish habitat, the project may require authorization from DFO, fish habitat assessment, and fish habitat compensation. All projects near water should implement the **Measures to Avoid Causing Harm to Fish and Fish Habitat** (Government of Canada 2013) to reduce the risk of harming fish and fish habitat.

Wetland Policy (Provincial)

Alberta Environment and Parks (AEP) have implemented a new policy for wetlands. This policy came into effect in June of 2015. The ramifications to road construction is being evaluated and we have a pilot project being tendered now to identify the cost and timeline requirements for road construction.

The pilot project is a two mile long stretch (RR 3-1 north of Highway #11) and we had three engineering consulting companies bid on the wetland review component. The successful bid was submitted by AMEC Foster Wheeler for a price of \$7,906.

The cost of the review and the subsequent submissions for approvals may not be that expensive but could be time consuming and mitigation and or compensation requirements may be a budget concern.

The Alberta Wetland mitigation protocol is:

1. Avoidance – the primary and preferred response is to avoid impacts to wetlands
2. Minimization – where avoidance is not possible, proponents are expected to minimize impacts on Wetlands
3. Replacement – as a last resort, and where avoidance and minimization efforts are not feasible or prove ineffective, wetland replacement is required.

Since we generally work within or adjacent to the road allowance, avoidance and minimization may be impossible so replacement (or compensation) is required.

Species At Risk Act (SARA) (Federal): Activities with potential to impact a species at risk /species of concern and/or their habitat are regulated under this Act. A desktop assessment of potential project effects to SARA-scheduled species and their habitat should be completed, followed by field assessment if such species are suspected to occur within or surrounding a proposed boat launch area. A qualified environmental professional should undertake surveys for such species and produce recommendations to avoid impacting a species at risk / species of concern and/or its habitat.

Migratory Birds Convention Act (Federal):

Any activities which involve the removal of vegetation or migratory bird habitat during nesting seasons are regulated by this Act. Complete vegetation removal activities outside the migratory bird nesting season (April 10 to August 31 in the B4 Bird Conservation Region) (Government of Canada 2014a). If clearing is required during the nesting season, a qualified environmental professional should undertake surveys for migratory birds and their nests, provide recommendations for operating around migratory birds, and establish appropriate buffers (zones where no construction activities, equipment, or personnel are permitted) around nests.

Note special considerations apply to raptors and are covered in further detail under the Alberta *Wildlife Act*.

Fisheries (Alberta) Act (Provincial):

This Act regulates Alberta fisheries and requires all forms of fishing to be licensed.

A qualified environmental professional must obtain and adhere to the conditions of a Fish Research Licence if handling or investigating fish during any stage of the project. A Fish Research Licence will be required if a fish salvage is to be conducted. Fish salvage is required when isolation measures are implemented for in stream work.

Water Act (Provincial):

Any project activities that involve work in or near a water body are subject to this Act and are generally regulated by the Code of Practice. This Act identifies Restricted Activity Periods (RAPs) for waterbodies (i.e. periods when in stream work should be avoided) and requirements for completing works in waterbodies.

Public Lands Act (Provincial) - All bed and banks of waterbodies are Crown land and are administered by AEP.

Obtain a disposition for a proposed boat launch and/or access road(s) and parking lot(s). A temporary field authorization will be required if equipment storage and laydown areas are to be located on public lands. These dispositions may be joint applications under both the *Public Lands Act* and the *Water Act*.

Wildlife Act (Provincial): This Act prohibits the willful molestation, disruption, or destruction of wildlife, or a house, nest, or den of wildlife. Special provision for the protection of raptors and their nests/habitat are made under this Act. Conduct a desktop assessment to determine what wildlife species may be present in and around any proposed work site. A qualified environmental professional should complete field surveys and provide recommendations to avoid impacting wildlife. Complete surveys for houses, nests, or dens of wildlife and specific surveys for raptors and their nests. If a raptor nest is identified, it may only be removed with a permit or if the nest is not used by a raptor for two or more consecutive years.

Weed Control Act (Provincial):

Schedule 1 and 2 weed species are regulated by the Act, which requires the destruction of Schedule 1 prohibited noxious weeds and the control of Schedule 2 noxious weeds. This Act prohibits the spread and increase in density of weeds. Develop a weed management plan for the proposed construction, including a commitment to ensure equipment is weed- and seed-free before entering or leaving work sites. Employ weed control measures on work sites. Maintain a copy of the **Alberta Invasive Plant Identification Guide** on work sites to identify suspected plants (Government of Alberta 2012).

Agricultural Pests Act (Provincial)

This Act regulates species and pathogens with potential to harm agricultural productivity, and requires that measures are employed to mitigate the spread of scheduled pest species and pathogens. Conduct a desktop assessment of potential pest species and pathogens, and employ appropriate measures to mitigate their spread. Employ specific measures to prevent the spread of clubroot (*Plasmodiophora brassicae*).

Protective Notations (Provincial)

Protective notations (PNTs) are land dispositions that are placed on areas with specific land use or conservation objectives. These dispositions are held by the Government of Alberta (GOA) and are designated through consultation with public land managers. They provide information such as allowable land uses, management guidelines, restrictions, and regulatory contacts (GOA 1997).

Some of the acts restrict the time of year that work can be accomplished (Migratory Bird Act – no work between April 10 and August 31st) so the already short construction season in Central Alberta is further hampered by these restrictions if they apply to the project that we are contemplating.

With the large number of regulatory acts, utility coordination, bridge designs, and landowner negotiations that we need to accomplish, quick and easy projects will become very uncommon. The lead time to plan a project will be optimistically one year.

All of these issues create the need to preplan all construction works so the supplemental program is problematic, even though the intent is for smaller emergent projects, the same restrictions apply and the same amount of preplanning is required.

Summary:

Despite all of the regulations and acts that we need to adhere to, the biggest road block to getting work accomplished is the extremely long review and approval process. It would be difficult to debate the value of the various acts and that would have limited success anyway but the very poor response times is not conducive to public safety or progress.

In relation to the New Wetland Policy, we believe that a united voice to express the frustrations on review and approval response time is required. We may not be able to change the policy to a more workable legislation but applying Political pressure to ensure timely approvals will help make project planning through to implementation in a timely fashion possible.

Response times of 9 to 16 months is not a reasonable time frame.

It should be noted that wetland evaluation can only take place between April to October so looking at our 2017 road program the process would be to evaluate the wetland and prepare a report and regulatory applications in 2016 which would take optimistically 4 to 6 weeks. The applications would go in by May of 2016 and 16 months later would be September or October of 2017 before we could start on any projects.

Without over reacting to current information the proper and potentially successful approach would be to express our concerns in a reasonable and thoughtful manner while applying enough political pressure to achieve a reasonable turn around on regulatory applications.

The thought process is that the Wetland Policy was implemented without enough consideration into how it can be successful managed on their end. This is a fault of their system and the general public should not be punished for their inability to provide a reasonable level of service.

The goal should be a 6 to 8 week turn around in standard cases.

BUDGET IMPLICATIONS

Consulting fees for wetland evaluation

LEGISLATIVE RESPONSIBILITIES

County Policy OP (2) – Road Construction Programs

Municipal Government Act – Section 18 (1) - Subject to this or any other Act, a municipality has the direction, control and management of all roads within the Municipality.

Municipal Government Act: Section 3 – The purpose of a municipality are

- (a) to provide good government,
- (b) to provide services, facilities or other things that, in the opinion of council, are necessary for all or a part of the municipality, and
- (c) to develop and maintain safe and viable communities

STRATEGIC PLAN

The Resource and Asset Management Strategy refers to managing road requirements based on long term needs, per vehicle usage rates, and scheduled maintenance and in this case we are continuing on with a very successful program that ensures that our road system will remain in a very good condition.

RECOMMENDATION

Council to authorize the County Commissioner to:

- 1) Prepare a resolution for the Central Zone AAMDC consideration

PREPARED BY: Phil Lodermeier, Manager of Operations

REVIEWED BY: Terry Hager, County Commissioner

April 4, 2016

Honorable Shannon Phillips
Minister of Environment and Parks
208 Legislative Building
10800 – 97 Avenue
Edmonton AB T5K 2B6

Honorable Minister Phillips:

Re: Wetlands Policy

Lacombe County is currently working with the Alberta Environment and Parks Red Deer Office on a number of initiatives related to the Alberta Wetlands Policy and would like to bring to your attention an ongoing concern we have with respect to the timeliness of approvals for road maintenance and construction projects that may impact wetlands. While Lacombe County supports the Wetlands Policy and wishes to take a proactive position to retain and create new wetlands we find it unacceptable to have projects such as the simple replacement of a culvert delayed by four months. Ironically, the failure to replace the culverts in a timely manner may have unnecessarily created a situation where the natural flow of surface water was negatively impacted and the safety of the traveling public compromised.

The four page application was completed on November 17, 2015 and was approved on March 8, 2016 with ten conditions, all of which appear to be reasonable and would have normally been done in accordance with best practices. From the perspective of the authority responsible for maintaining road infrastructure this type of approval could very well have been addressed by requiring the road authority to follow best practices.

Lacombe County is also working with Alberta Environment to complete a wetlands assessment and Water Act approval for wetlands associated with the reconstruction of two miles of Rge Rd 3-1 north of Hwy 11. This road was selected as a test project to give us an indication as to the requirements for additional resources and time constraints we may have to take into consideration when undertaking a typical road upgrading project. We contracted a consultant on September 14, 2015 and the original application was completed and submitted to Alberta Environment and Parks on December 2, 2015. Alberta Environment and Parks reviewed the application and requested supplementary information on March 15, 2016. The supplementary information was submitted on March 31, 2016. While in this instance the approval process has not caused a delay in the project it provides an insight as to the approval time lines for what we envisioned to be a fairly straight forward process.

Given that most road construction projects will contain some form of wetlands it raises concerns as to what the expected approval time lines would be if every road authority, including Alberta Transportation, were to submit a Water Act approval for every road project they undertake.

Environmental consultants have suggested that a typical application will take between nine and sixteen months. We understand that consideration is being given to further expand and potentially lengthen the approval process by requiring a crown claims assessment that currently takes six and nine months. Based on the above time lines we could look at additional time considerations of between fifteen and twenty five months.

We ask for your assistance in reviewing the approvals process as well as the approvals required under the Water Act with the following objectives:

- Initiate the use of best practices for smaller projects where the impact on wetlands are minimal or where projects are straight forward
- Clearly outline what information is required to support a request for a Water Act approval related to work in or near wetlands
- Delegate authority for approvals to the lowest levels possible and streamline the approval process to minimize delays in approvals
- Ensure that Alberta Environment and Parks has adequate staff in place to review and process applications in a timely manner

Thank you for your consideration of our request.

Yours truly,

PAULA LAW
Reeve
Lacombe County

cc: Premier Rachel Notley
Ron Orr
Jason Nixon
Kim Schreiner
Barb Miller
Blaine Calkins
County Council

Operations/Environmental/Wetland



MAY 16 2016

Reeve Paula Law
Lacombe County
RR #3
Lacombe AB T4L 2N3

Dear Reeve Law:



Thank you for your letter regarding Alberta's Wetlands Policy and Lacombe County's concerns about the approval process for road maintenance and construction projects that may impact wetlands.

I appreciate this matter being brought to my attention. You raised some important concerns and I would like to share with you some of the ways in which we are addressing these concerns.

Environment and Parks is working to actively engage with municipalities as we continue to implement our wetland policy. We are currently establishing additional clarity around regulatory requirements pertaining to road construction in wetlands. This work would focus on providing an explicit, effective, and efficient approach to regulating of large linear disturbances and will take into account both the need for informed and integrated wetland management, and the various operational challenges faced by our municipal partners. We will consider the use of best practices for smaller projects that have a lower risk of impact to wetlands.

Our department has developed an integrated approvals program for our wetland application process. This program has standardized low-risk approvals, as well as streamlined application processing and decision-making. Under this program, applications will be processed to deliver a coordinated approach between the regional approval authorities.

We are also striving to process applications using a risk-based approach to achieve timely decisions. Staffing reviews are conducted on a routine basis to ensure staff capacity is appropriate. After a recent review, our resources have been temporarily increased to catch up on applications that require a *Public Lands Act* claim assessment.

It was important for me to have learnt about your experience, and I encourage you to continue to work with department staff to address any outstanding concerns.

Sincerely,



Shannon Phillips
Minister



AGENDA ITEM

PROJECT: Wheatland County Request for Resolution Endorsement		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Municipal	WRITTEN BY: Tracy Haight	REVIEWED BY: Marshall Morton
BUDGET IMPLICATION: <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: N/A	PRIORITY AREA:	STRATEGIES:
ATTACHMENT(S): 1. Resolution “Borrowing Powers for Regional Library System Boards”		
RECOMMENDATION: That Council considers endorsing Wheatland County’s “Borrowing Powers for Regional Library System Boards” resolution.		

BACKGROUND:

The attached resolution, submitted by Wheatland County, asks that the Alberta Association of Municipal Districts and Counties (AAMDC) requests the Provincial Government to develop necessary legislation, policy and procedures to enable Alberta’s Library Systems borrowing powers for capital funding to repair, expand or replace facility headquarters.

Member Background information in support of the resolution is summarized as follows:

- Regional Library Systems (RLS), such as Parkland Regional Library, are not-for-profit public library service providers serving multiple municipalities.
- RLS are legislated by the Alberta Libraries Act and cannot directly borrow for capital projects. Indirect borrowing, through municipal councils, may not be feasible as municipalities may have other priorities and local needs.
- RLS are funded by a combination of municipal levies and provincial library grants. However, these funds are insufficient for the provision of adequate reserves for substantial repairs, expansion or replacement of headquarters’ facilities.
- As per regulation, RLS must deliver services and resources to its members and have a ‘provision for expansion of the Library System to all jurisdictions with the

prescribed boundaries”. Services and resources could be negatively impacted if RLS access to capital funding is restricted.

- RLS are not eligible for other funding options such as Alberta Capital Management Agency loans, casinos and grant matching programs.
- Although the Province recognizes its responsibility in funding RLS operating and capital costs, capital projects remain unfunded in the current provincial budget and are likely to remain unfunded in the future.

Wheatland County asks that Clearwater County endorse this resolution at the upcoming Central Alberta Association of Municipal Districts and Counties (CAAMDC) District 2 meeting. If passed by the CAAMDC District 2 membership, the resolution will move forward to the AAMDC Fall 2016 Conference Resolution Session.

Year: 2016

Convention: AAMDC or AUMA

Title: Borrowing Powers for Regional Library System Boards

WHEREAS Provincial Operating Grants for Library Systems do not provide sufficient funding capacity for sizeable capital projects such as the repair, expansion or replacement of headquarters facilities;

AND WHEREAS legislation for Alberta Libraries does not allow Library Systems to borrow money to acquire real property for the purposes of a building to be used as a headquarters of a Library System or for erecting, repairing, furnishing and equipping a building to be used as the headquarters of a Library System;

AND WHEREAS Library Systems need adequately sized and safe, well-maintained facilities to effectively perform the functions that are defined in the Alberta Libraries Act, including resource sharing and supporting bibliographic and IT network and infrastructure in public libraries;

AND WHEREAS Library Systems exist to ensure Albertans have equitable and seamless access to library resources through a robust Public Library Network supported by the Province of Alberta and comprised of a provincial policy framework and technological infrastructure;

AND WHEREAS Library Systems exist to support quality services and resources in public libraries for all Albertans and to contribute to sustainable communities in Alberta, especially in rural and remote communities;

AND WHEREAS Library Systems are exemplary bridges to collaboration among municipalities and among other Library Systems to ensure that resources are shared and value is augmented;

AND WHEREAS Public Libraries provide a universal and low-cost point of access to information for Albertans of all ages, in all regions of the province, who are pursuing knowledge and information needed for success in education, business, career development, job security and personal projects;

AND WHEREAS Public Libraries and the Public Library Network provide resources to develop a full range of literacy skills for Albertans of all ages, in all regions of the province.

THEREFORE BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request that relevant Provincial Departments (currently Municipal Affairs and Infrastructure) develop the necessary legislation, policy and procedures to enable Alberta's Library Systems to acquire capital funding to repair, expand or replace their headquarters facilities.

Member Background

The Alberta *Libraries Act* provides the legal framework for public library service in Alberta. **Library Systems**, which deliver services and support on a regional level, are also created under the *Libraries Act*.

It must be clear that the purpose of this resolution is specifically to enable borrowing powers for the seven Regional Library Systems in Alberta, representing 310 municipalities and 1,433,722 Albertans.

Library Systems were established by the Alberta Government, with the first coming into existence over 50 years ago. With the exception of four or five municipalities, all municipalities in Alberta are members of a Library System as designated in the Alberta Libraries Act.

Municipal Affairs strongly encourages municipalities to belong to Library Systems to pool resources, to maximize efficiency and purchasing power, and to participate in the Public Library Network. The Public Library Network is a provincial policy framework and a technological infrastructure that facilitates cooperation in efficient, effective and seamless delivery of library resources and services to all Albertans. The network is coordinated and supported by Alberta Municipal Affairs through the Public Library Services Branch. In turn, Library Systems are the gateway to providing public library services defined in this official Public Library Network policy through support to municipal libraries and provision of service directly to residents.

Regional Library Systems are not-for-profit public library service providers serving multiple municipalities. Municipalities and school authorities can join Library systems in compliance with the Act. There are over 300 municipalities that are members of Library Systems and whose residents are direct recipients of public library services that are purchased and managed by the seven regional Library Systems. Every member municipality appoints a trustee who has a seat and a vote on one of the seven Library System boards. These seven Library Systems provide service and support to over 270 public libraries in Alberta.

It is highly unlikely that municipalities would ever withdraw from their Library System because that would mean that their residents would no longer have access to the majority of public library services that are delivered through a computer system or via the internet. No municipality has withdrawn from any Library System within the last ten years. Every municipality that has joined a Library System signs a Library System agreement and then gets official permission to join the Library System from the Minister.

Library Systems are funded by a combination of municipal levies and provincial library grants. Overall, the funding from provincial grants and municipal levies has not been sufficient and has not kept pace with inflationary trends to provide adequate reserves for substantial repairs, expansion or replacement of headquarters' facilities. Library Systems do not have access to grant funding in the same way that a municipal library has because Library Systems do not have a relationship with only one municipality. It would take considerable effort and good fortune to get all the municipalities that are members of a Library System (which would be required) to agree to support a major grant application. A major grant ask may mean that a local library or organization might have to do without.

As it stands, the Alberta Libraries Act specifies that Library Systems cannot directly borrow for capital projects, as stated as follows in Section 24 of the Act:

(24) A municipality or a school authority that is a party to an agreement described in section 13 may, with the approval of the Minister, borrow money to acquire real property for the purposes of a building to be used as the headquarters of a library system or for erecting, repairing, furnishing and equipping a building to be used as the headquarters of a library system, and section 10(2) and (3) apply to the borrowing of the money.

The Libraries Regulation within the Libraries Act does not include language about borrowing money or capital funding. It does state, however, that the Library Systems must be able to deliver services and resources to its members and have a "provision for expansion of the Library System to all jurisdictions with the prescribed boundaries" (Section 25(1)(k)). The ability of public libraries to provide current relevant library service could be negatively impacted if the regional system headquarters facility has continued restricted access to capital funding.

There is language in the Libraries Act that refers to Municipal Libraries (Section 10(1)), and **not to Library Systems**. Section 10 under Municipal Libraries states that "When money is required for the purpose of acquiring real property for the purposes of a building to be used as a municipal library or for erecting, repairing, furnishing and equipping a building to be used as a municipal library, the council may, at the request of the municipal board, take all necessary steps to furnish the money requested or the portion of it that the council considers expedient. (2) Money approved by the council under subsection (1) may be borrowed by the council under the authority of a bylaw and on the RSA 2000 Section 10.1 Chapter L-11 LIBRARIES ACT 7.

Any given Municipal Council may be unable to, or unwilling to, borrow money on behalf of a Library System if the municipality does not have borrowing capacity, or there are other priorities and local needs.

Before borrowing, a library system such as Marigold would ensure that a special per capita levy of a modest amount would be accepted by its members over a set number of years. This added revenue would be used to pay back the loan.

Other options for funding have been investigated and found to be unsuitable, including Alberta Capital Management Agency loans. AGCL has indicated that Library Systems do not qualify for casinos even if they have a Friends Organization. Grants typically need matching funds. It is unlikely that library systems would have the ability to save sufficient funds to match a grant, if it were available, in amounts exceeding one million dollars. For example, Marigold Library System has saved \$1.6 million dollars over ten years in a capital reserve that is intended for a major expansion or replacement of its 60-year-old building. This facility, once an armory, is undersized and has aging and inadequate facility infrastructure. Marigold is now serving a population that has increased 2 ½ times in 10 years, making it the third largest Library System in Alberta after Calgary and Edmonton (based on resident population). Library System services such as on-site technology training and IT network support are compromised by the limited size of the present facility.

With populations that have fluctuated throughout Alberta's municipalities, (some populations growing rapidly while others are declining), and provincial funding that has not kept up with population growth or service diversification on a regular basis, it is difficult to engage in any long term financial planning. Not only does this threaten the sustainability of Library Systems and endanger the provision of and access to valuable programs and services available to all Albertans, it makes it virtually impossible to build capital assets and capacity to meet the service delivery expectations of the province or of Albertans who use these services.

Leaders of the Library Systems have appealed to the provincial government for capital funding in writing and in person for more than five years. Library System Chairs have also requested a list of ways to raise capital funds. A spokesperson representing the Chairs of the seven Library Systems made a request to the Minister of Municipal Affairs on January 13, 2016 for the Province to provide capital funding for headquarter repair, expansion or relocation so that Library Systems can continue to serve and support the robust Public Library Network throughout the province of Alberta.

It was requested that the Minister report back on how and from whom the seven Library Systems can acquire sufficient capital funding through eligible grants and by borrowing money. Also requested was that the Alberta Libraries Act be reviewed and that more immediate funding solutions be provided before urgent infrastructure deficits faced by several Library Systems becomes an impediment to delivering the expected service outcomes of the Province and the respective Agreements with member municipalities.

At the January 13, 2016 meeting, the Minister of Municipal Affairs acknowledged that Library System operating grants are not sufficient for Library Systems to save funds for capital projects. Minister Larivee recommended submitting the capital requests to Alberta Infrastructure. The Public Library Services Branch has been doing this for five years. Regional Library Systems are listed as Unfunded Capital Projects as of April 14, 2016, in Alberta's *Fiscal Plan: Capital Plan*; however there are many provincial projects that are deemed more urgent and fund-worthy. The indeterminate timeline for funding could be years away.

Public Libraries in Alberta are thriving. Cardholder numbers and library use is increasing in both traditional and emerging library service areas. Access to public libraries is increasingly being seen by Albertans as an essential service. This is particularly evident during any economic decline when Albertans depend on public libraries for access to technology, affordable information and recreation, literacy training, job searching and career development resources, exam invigilation, social interaction and much more.

Public libraries in every community are valued by residents as the gathering place for their community. In small, rural and remote communities, the public library is an important symbol of that community's viability and sustainability. Library Systems consolidate services and resources to ensure that all public libraries in large and small communities have the best value and the best opportunities to thrive. Library Systems provide the means to ensure that the Public Library Network remains strong and that public libraries throughout Alberta are providing relevant, vital and cost effective public library services to Albertans.

Marigold Library System

Overview



- Marigold is a Library System defined by the Alberta Libraries Act and Regulations
- Marigold Library System is a municipal collaborative (like a co-op) with 44 municipal councils
- Established in 1981 to serve Albertans with progressive and affordable public library services
- Serves 290,263 residents in south central Alberta, surrounding Calgary and covering 53,600 sq km
- 37 member public libraries and 12 book deposits, including 6 full-service libraries located in unincorporated communities (hamlets)
- Marigold Library Board has 46 municipal members and 9 Board committees; Marigold acts as the Board of Management for 12 municipalities that do not have their own library boards
- Marigold's headquarters, located in Strathmore, Alberta (50 km east of Calgary) has 28 employees; 25.79 FTE
- Library systems achieve cost savings and efficiencies in the provision of state-of-the-art public library services with volume discounts, by consolidating work and by providing expert consultation
- Marigold is a library service provider (along the same lines as an Internet Service Provider that enables access to the Internet)
- Marigold is not a public library, nor is it in competition with public libraries. Local libraries provide the place (building), service (staff) and community connection. Library systems provide the "product" (e.g., materials, IT infrastructure, consultation and 'behind the scenes' support)

Marigold services and support

- Library software and the online catalogue TRACpac. This catalogue has 3.3 million items for cardholders to request online and have delivered to their closest library
- Purchase, installation and maintenance of IT infrastructure, equipment and peripherals, including Internet and Wireless access at libraries; 3 IT analysts on staff
- IT and Network Centre with more than 25 servers
- Maintenance of the SuperNet connectivity for member libraries
- Software, maintenance agreements and licenses for computers
- High definition videoconferencing equipment in all Marigold libraries; central site bridging support for videoconferencing in over 90 public libraries in Alberta
- Gateway for e-content subscriptions such as language learning software, full access to e-books, digital magazines and newspapers, ancestry documentation, consumer reports, music and movie/TV programs downloads
- Expert consulting services for library management and board development; 6 library professionals
- Purchase and preparation of shelf-ready materials including books & DVDs; 10 staff in bibliographic services; volume discounts up to 50% and free shipping
- Material sorting and shipping for resource sharing of materials to Albertans (320 libraries)
- Van deliveries to 37 member libraries at least once per week
- Service grants (cash back) to member libraries to support resource sharing
- Training for library staff in technology, eResource use, eReaders, computer software, website support, management skills, marketing

- Website hosting and content development for member libraries and Marigold
- IT Capacity Fund – Marigold’s purchase of IT equipment and installation and support for every member library
- Supplies, equipment and furniture purchasing for member libraries; discounts up to 70%
- Mail service for remotely located residents or patrons with limited mobility
- Content for 12 book deposits in small communities
- Insurance for library collections
- Communication and marketing support; 2 staff members
- Board member training and administrative support

Partnerships

- TRAC (The Regional Library Automation Consortium) with Marigold, Peace, Northern Lights and Yellowhead Library Systems to share library software and collaborate on technology development for 176 libraries
- RISE (Rural Information Service initiative) to provide videoconferencing equipment and IT support throughout Marigold; used for programs, training, meetings, consultations
- TAL (The Alberta Library) for database licensing and union catalogue for Alberta’s public, academic & special libraries
- PPG (Calgary and Area Public Purchasing Group); discounts and shared contracts

Financial profile

- Annual budget: \$5 million in 2016
- Registered charity; fully audited every year
- 58% of revenue comes from municipal and library board levies based on a per capita levy rate multiplied by official municipal population (as defined by Municipal Affairs)
- 35% of funding comes from Municipal Affairs as a library system operating grant and rural services grants based on 2014 population (as defined by Municipal Affairs)
- \$1.82 million in capital reserves for building, vehicles, computers and videoconferencing equipment (includes \$1.62 million in savings for a new or expanded building)
- \$824,000 in operating reserve (2.5 month contingency)
- Rural Services grants are redirected back to member libraries as service grants; additional pooled revenue is also given to member libraries to top up service grants
- Support for 6 libraries located in unincorporated communities with cash payments of \$9,760 each: Exshaw, Millarville, Carseland, Gleichen, Rumsey, Cessford

Marigold libraries are thriving!

- 87,695 people/families have a Marigold library card (5% increase from 2014)
- 1,896,878 items loaned to Marigold cardholders (14% increase from 2014)
- 814,879 items loaned and borrowed between libraries (30% increase from 2014)
- 145,655 eBooks borrowed (15% increase from 2014)
- 9,403 items checked out at Marigold libraries by MELibraries patrons (registered at libraries outside TRAC)
- 3,290,096 items available in the TRACpac online catalogue (3.43% increase from 2014)
- 12,018,444 visits to the online library catalogue

ALBERTA'S REGIONAL LIBRARY SYSTEMS ■■■

are partners for municipal success



IMPACT

- Province-wide network for sharing of library resources.
- Equitable access to library service for all Albertans.
- TAL card allows borrowing from the collections of over 300 public, post-secondary and special libraries across Alberta.
- TAL Online allows patrons to search millions of physical and digital library materials from Alberta and around the world and request items to be delivered to their local library.
- Governance structure that enables public library boards to collaborate and effectively manage public library service.
- Collaboration on projects and IT services.

We're connected!

Alberta Municipal Affairs, Public Library Services Branch http://www.municipalaffairs.alberta.ca/alberta_libraries

- Provides annual operating grants to regional library systems and public libraries.
- Advocates for libraries and interprets and monitors library legislation.
- Delivers board orientation programs for public library trustees.
- Subsidizes initial installations of SuperNet, funds monthly connection fees.

TAL (The Alberta Library) www.thealbertalibrary.ca/ and <http://talonline.worldcat.org/>

A consortium of public, academic and special libraries that work together to achieve collective goals. Services include:

- TAL card — provides borrowing privileges at all TAL Card participating libraries throughout Alberta.
- TAL Online — facilitates access to a wide breadth of resources in a single search.
- Negotiates and administers licensing agreements for electronic resources (databases) for members.

RISE Network www.risenetwork.ca
Connecting people, Connecting libraries

- Videoconferencing allows Albertans to communicate with health care professionals, participate in distance education, attend meetings, learn new skills and more – from their local library where available.
- Regional library systems' headquarters staff can participate in regional and province-wide meetings and training without leaving headquarters.



LEADERS IN LIBRARY SERVICE & INNOVATION



ALBERTA'S REGIONAL LIBRARY SYSTEMS

working together for municipal success



Information & recreation for Alberta's growing & diverse population
 Cost-effective principles to achieve excellence in public library service
 Balance traditional library service & technology
 Models for innovation, cooperation, collaboration & communication
 Partners for municipal success

ALBERTA'S REGIONAL LIBRARY SYSTEMS ■■■

are models for innovation, cooperation, collaboration & communication



Library service specialists

Regional library systems employ IT specialists, professional librarians, library technicians and other specially trained staff to provide expert consultation and advice to staff in member libraries.

- programs and promotion
- hardware and software advice
- planning for technology
- space planning
- procedures manuals
- in-person, telephone and videoconference consultation
- board development and orientation
- conferences and workshops for staff and board members
- webinars and video training
- HR, health & safety training and information
- budgeting
- purchasing
- community assessment and Plan of Service

Advocacy

Library system staff mentor and educate members about the political process, and support libraries making presentations to councils to highlight achievements in public library service delivery, programs and community partnerships.

Library system directors and boards collaborate with councils to advocate on behalf of libraries and to clarify the roles and identify the benefits of membership in a regional system.

IMPACT

- Strong public libraries enhance quality of life and mirror vibrant well-informed communities.
- Member library staff have opportunities to network, connect and share ideas with colleagues across Alberta and beyond.
- Well-resourced libraries have been identified as a factor in residents' decision to stay or re-locate.
- Libraries boost individual capacity as well as economic well-being in a community.

Alberta's Regional Library Systems

- Municipal partnerships created by System Agreements under the Libraries Act
- Cooperate to facilitate public library service development and delivery
- Enable interlibrary loan service and borrowing throughout the province



Collectively, Alberta's seven Regional Library Systems have over 230 years of experience in providing library service to member libraries in participating municipalities.

Working Together for Municipal Success

CHINOOK ARCH REGIONAL LIBRARY SYSTEM

2902 - 7 Avenue N.
Lethbridge, AB T1H 5C6
403-380-1500
www.chinookarch.ab.ca
Population served: 198,750

MARIGOLD LIBRARY SYSTEM

710 - 2nd Street
Strathmore, AB T1P 1K4
403-934-5334
www.marigold.ab.ca
Population served: 290,263

NORTHERN LIGHTS LIBRARY SYSTEM

5615 - 48 Street
Postal Bag 8
Elk Point, AB T0A 1A0
780-724-2596
www.nlls.ab.ca
Population served: 175,950

PARKLAND REGIONAL LIBRARY

5404 - 56 Avenue
Lacombe, AB T4L 1G1
403-782-3850
www.prl.ab.ca
Population served: 210,092

PEACE LIBRARY SYSTEM

8301 - 110 Street
Grande Prairie, AB T8W 6T2
780-538-4656
www.peacelibrarysystem.ab.ca
Population served: 167,804

SHORTGRASS LIBRARY SYSTEM

2375 - 10 Avenue S.W.
Medicine Hat, AB T1A 8G2
403-529-0550
www.shortgrass.ca
Population served: 105,725

YELLOWHEAD REGIONAL LIBRARY

433 King Street, Box 4270
Spruce Grove, AB T7X 3B4
780-962-2003
www.yrl.ab.ca
Population served: 284,188

ALBERTA'S REGIONAL LIBRARY SYSTEMS ■ ■ ■

balance technology & traditional library service



What is a library system compared to a local library?

Community hub



Local Public Library

- Space and staff for front-line library service.
- Collection and programs to meet the specific needs of the community.
- Promotes life-long learning and literacy skills.
- Gateway for new residents, new Canadians.
- Responsible for staff salaries and benefits, utilities, building occupation costs such as rent, upkeep and renovations, furniture and equipment.
- People places – vibrant hubs of activity.



Regional Library System

- A municipal membership collaborative providing cost-effective public library services and support for residents and member libraries in rural Alberta.
- IT infrastructure and library products enabling local library capacity to provide excellent public library service.
- Foundation for resource sharing by supporting interlibrary loan and reciprocal borrowing of materials in a variety of formats.
- Expert consultation services.
- Progressive and cost-effective public library services.

Structure of Alberta Public Library Services

The Libraries Act sets out the governance structure for public library service. It provides for the establishment of municipal and community library boards at the local level and system boards at the regional level. These autonomous boards cooperate through provincial networks and resource sharing agreements to give access to public library resources to all Albertans.

Provincial Policy

Public Library Network Policy

- Government of Alberta policy that defines the cooperative network linking and serving Alberta public libraries and communities.

Resource Sharing Operational Policy for Public Libraries

- Defines rules for resource sharing between participating libraries, including interlibrary loan and the provision of Alberta-Wide Borrowing.

SuperNet Operational Policy

- Outlines the rules by which public libraries participating in the Public Library Network are connected to the SuperNet.

Funding Regional Library Systems

From the Province

System operating grant (\$4.70 per capita)

- 2016 Operating Grants for library systems are based on 2014 population of 1,396,328 @ \$4.70 per capita = \$6.56 million.
- Allows systems to provide library services to Albertans as outlined in Alberta's library legislation and in each regional library system's Agreement (signed by member municipal councils).

From Local Municipal and Board levies paid to library system

- Each library system provides library services based on the unique needs of its members, as per capita levy rates defined in each library system's Agreement.

More at:

http://www.municipalaffairs.alberta.ca/alberta_libraries

IT system support

Regional library systems provide member libraries with automation and IT support/troubleshooting, expert advice on computer installations and purchases, website templates, Wi-Fi, email, remote management of maintenance, technical support and videoconferencing.

Regional library systems provide member libraries with tools to promote services and programs and connect with their communities through social media.

Well-informed public library service

Library system consultants help library staff interpret standards, legal requirements and best practices in areas such as governance, technology, collaboration, collection management, resource sharing, plan of service, space planning, personnel and information services.

Continuing education and training are provided at the libraries or at a library system headquarters. This fosters informed decision making by the library manager and board.

Standards & Best Practices for Public Libraries in Alberta provide libraries with a point of reference for self-evaluation and a framework for future development.

IMPACT

- A well-supported and innovative public library elevates the quality of life in a community.
- Member libraries are able to respond to a rapidly changing and expanding information environment.
- Albertans in small communities and remote areas have access to the same resources as larger urban centres.
- Member library staff are confident and knowledgeable when teaching patrons how to search for information or use their devices and software applications.
- Member libraries are community centres that provide Wi-Fi, laptops, public computers, eReaders, programs, books, readers' advisory, safe meeting spaces and countless learning opportunities.
- Member libraries are well equipped to meet the needs of the next generation of patrons.
- Regional systems ensure print-disabled patrons have access to large-print, audiobooks and CNIB material.

ALBERTA'S REGIONAL LIBRARY SYSTEMS ■■■

support information & recreation needs of Alberta's growing & diverse population



Alberta's vibrant culture thrives

Regional library system consultants work with member library managers to develop collection plans that meet the specific information and recreation needs of each member community.

Mango Languages provides an online language learning service that includes 61 languages for English speakers and English language courses for speakers of 17 other languages.

Library systems provide and promote eResources that help people discover their roots.

Library systems support writers by hosting writers-in-residence and providing author tours, book signing programs and presentations for their region.

Towns and remote communities stay alive and in touch

Pilot projects in videoconferencing bring programs, consultations and face-to-face meetings to communities across Alberta.

In some regions, patrons who live far from a library have access to books and other materials by mail.

Regional library system websites are portals for links to resources.

IMPACT

- Member libraries partner with diverse organizations and community groups.
- Multiculturalism is supported through books and DVDs in other languages, as well as music and resources that contain newspapers from other countries.
- Residents have access to relevant and current content in print and online.



ALBERTA'S REGIONAL LIBRARY SYSTEMS ■■■ ^{F3}

support cost-effective excellence in public library service



Local economies supported

Collectively, all seven regional library systems spend over \$21 million per year on behalf of member libraries and Albertans who reside in library system areas. Most of these expenditures go directly back to member libraries in the form of new materials, programs, computers, software, supplies, videoconferencing, eResources, and professional development such as webinars, workshops and conferences.

Operating expenditures for all 270+ member libraries exceed \$38 million, largely spent in their communities.

Regional library systems employ 166 staff in their headquarters community. Member libraries employ over 1400 staff and receive help from over 9,000 volunteers annually.

Resource sharing and delivery of materials optimized

Library systems enable resource sharing by supporting (with grants, supplies and training) interlibrary loan and reciprocal borrowing of materials in a variety of formats.

Patrons have access to *ME Libraries Alberta-wide borrowing*, a web-based service that allows patrons with a current library card from their home library to borrow from the physical collections at all other participating libraries across the province. Check out melibraries.ca

Van delivery services, combined with government courier and mail, provide timely, cost-effective delivery of materials between member libraries and library system headquarters. New materials arrive at the library shelf ready. Member library staff have more time to concentrate on front line services.

IMPACT

- Member libraries and their patrons have access to more resources and material than a local library could provide alone.
- Residents can borrow material from one library and return to another anywhere in Alberta.
- Central processing of materials reduces costs and duplication.
- Regional library system staff negotiate discounts for bulk purchasing of materials for member libraries — a substantial cost savings for municipalities and ratepayers is realized.
- Regional library systems and public libraries represent an important customer base for Alberta and Canadian booksellers, publishers and IT vendors.



AGENDA ITEM

PROJECT: Clearwater Trails Initiative – Letter of Support Request		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Municipal	WRITTEN BY: Christine Heggart	REVIEWED BY: Ron Leaf/Marshall Morton
BUDGET IMPLICATION: <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) Bylaw: _____ Policy: _____		
STRATEGIC PLAN THEME: Managing our Growth	PRIORITY AREA: 1.4 Value and protect the natural environment for future generations	STRATEGIES: 1.4.7 Advocate for programs that support the sustainability of public lands/eastern slopes
ATTACHMENT(S): Draft letter of support for CTI		
RECOMMENDATION: That Council reviews, amends as required and endorses a letter of support for the Clearwater Trails Initiative’s application for a FRIAA grant.		

BACKGROUND:

The Clearwater Trails Initiative (CTI) is a volunteer group dedicated to providing strong leadership and support in the identification and management of quality trails, which are to be used in a safe and environmentally responsible manner leading to a secure and sustainable multi-use trail system.

CTI requests Council’s support in their application for a Forest Resource Improvement Association of Alberta (FRIAA) grant.

The FRIAA grant supports projects that enhance Alberta’s forest resources, and the CTI’s proposed project includes a bridge installation near Swan Lake and some trail work to help alleviate overuse by off-highway vehicles.

Attached with this agenda item is a draft letter of support for Council’s review.

September 13, 2016

Forest Resource Improvement Association of Alberta (FRIAA)
Box 11094
Main Post Office
Edmonton, Alberta T5J 3K4

RE: Clearwater Trails Initiative grant application

On behalf of Clearwater County Council, I wish to indicate our support for Clearwater Trails Initiative (CTI) application for a Forest Resource Improvement Association of Alberta (FRIAA) grant.

Clearwater County recognizes the diversity of agriculture, industry (oil and gas and forestry), as well as tourism and outdoor recreation within our borders. We also value environmental stewardship as a part of sound, long term management.

Members of Council and staff are involved in a number of grassroots stewardship groups including the Red Deer River Watershed Alliance, the North Saskatchewan Watershed Alliance, Clearwater Trails Initiative and Sasquatch and Partners. Clear Water Landcare, part of our Agriculture and Landcare Department, provides environmental education and services to our residents.

County Council and staff have been actively involved with CTI since 2014, with Councilor Jim Duncan presently chairing that group. The County has also provided both financial and in kind support to CTI.

CTI has demonstrated their ability to efficiently and effectively complete on the ground trail projects and have made significant contributions to recreational management planning - having had members take part in consultations for the North Saskatchewan Regional Plan. A number of CTI members also sit on the Bighorn Backcountry Standing Committee, which helps to manage recreation in Public Land Use Zones (PLUZ). A significant contribution of the CTI has been their ability to bring government, industry and recreational users together for discussion of issues and planning and implementation of solutions on a pilot project basis. We feel this will be valuable for future land use planning along the eastern slopes.

Once again, on behalf of Council I encourage FRIAA to approve CTI's grant application for project funding in the Swan Lake area. Thank you for making this funding available to deserving projects in Alberta.

Sincerely,

Pat Alexander, Reeve



AGENDA ITEM

PROJECT: Wilderness Village Request for changes to 2016 Property Tax		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Corporate Services Assessment & Taxation	WRITTEN BY: Denniece Crout	REVIEWED BY: Rodney Boyko/Marshall Morton
BUDGET IMPLICATION: <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) Bylaw: 1015/16 Tax Bylaw		
STRATEGIC PLAN THEME: N/A	PRIORITY AREA:	STRATEGIES:
ATTACHMENT(S): Letter from Wilderness Village		
RECOMMENDATION: To uphold the assessment and taxation as per Bylaw 1015/16 for Roll# 4008143001		

BACKGROUND:

Clearwater County received the attached request for adjustment to the 2016 Taxes for Roll#4008143001 for the Wilderness Village Campground Resort. The association is requesting that County phase in the tax increase over a reasonable period of time.

The assessments for the campground have remained at relatively the same amount since 2009 at around \$1.7 million in assessed value. Clearwater County assessors reassessed the buildings for the Campground in the last assessment cycle at \$4.5 million. Following discussions between the campground manager and the assessment department, adjustments were made for buildings that the campground manager identified as seasonal, reducing the assessment to \$3.5 million. Taxes due for 2016 for the property are \$38,270.43, in 2015 they were \$18,170.75

As per MGA sec 460 an assessed person who wishes to make a complaint may do so by making a complaint to the assessment review board. Clearwater County has not received a complaint for review by the assessment review board.

Administration believes the assessment value is accurate and that the commercial designation is appropriate.



Wilderness Village Campground Association
P.O. Box 1347
Rocky Mountain House, Alberta T4T 1A9

September 1, 2016

TO: CLEARWATER COUNTY COUNCIL

RE: 2016 TAX ASSESSMENT

Dear County Councillors,

Recently I sent a letter of objection regarding the 176% increase to our property tax. After some discussion with Tax Assessor Denniece Crout, this increase was reduced by 25% which I still feel is exorbitant. My reasons were stated in my last correspondence.

I have been in touch with a professional commercial appraiser who has worked extensively in our area. He has advised me of some options that may be available to us and I would like to share this information with you in the hope of the County reconsidering their position on our huge tax increase and perhaps applying one or more of the options below:

Cancellation, reduction, refund or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;**
- (b) cancel or refund all or part of a tax;**
- (c) defer the collection of a tax.**

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

I would also hope that the following statute would be applied:



Wilderness Village Campground Association
P.O. Box 1347
Rocky Mountain House, Alberta T4T 1A9

305(5) If a complaint has been made under section 460 or 488 about an assessed property, the assessor must not correct or change the assessment roll in respect of that property until a decision of an assessment review board or the Municipal Government Board, as the case may be, has been rendered or the complaint has been withdrawn.

I would also like to point out that many of our Shareholders use Wilderness Village as their summer residence. To that point I am wondering if we should be taxed solely at a commercial mill rate if we are in fact at least partially residential at certain times of the year. We are a non-profit association and are not profit driven. We exist for the recreational pursuits of our Members.

I am not objecting to tax increases, however this year's huge increase was not budgeted for and we had absolutely no idea this was coming. In my initial letter of concern, I had suggested that the County should have phased in the increase over a reasonable period of time. I am still suggesting this.

I respectfully request that the County look at this one more time.

Thank you.

Ron Webster
Manager
Wilderness Village
(403) 845-2145



AGENDA ITEM

PROJECT: Digital Futures Symposium		
PRESENTATION DATE: September 13, 2016		
DEPARTMENT: Community and Protective Services	WRITTEN BY: Jerry Pratt	REVIEWED BY: Marshall Morton
BUDGET IMPLICATION: <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) Bylaw: _____ Policy: _____		
STRATEGIC PLAN THEME: 1: Managing Our Growth	PRIORITY AREA: 1.3	STRATEGIES: 1.3.4
ATTACHMENT(S): Alberta HUB Media Release		
RECOMMENDATION: That Council authorizes councillor(s) attendance at the Digital Futures Symposium on October 19 – 21, 2016.		

BACKGROUND:

Digital Futures: Alberta North is the sixth Digital Futures symposium and the first to be held in northern Alberta. Two staff members are registered to attend the symposium, taking place at Portage College, Lac La Biche, on October 19 – 21. Upon Council's request, Staff will provide Council with a written report on the symposium's activities.

Building on the momentum from the previous five symposium Digital Futures: Alberta North will showcase success stories from across the province, with a focus on the northern regions, and the multitude of various solutions that have developed to enhance rural and remote broadband in the province.

The symposium will also serve for the release of the provincial broadband toolkit – Getting Started: Building a Broadband Consensus – that has been developed through a partnership between the Government of Alberta and the University of Alberta.

Staff asks that Council provide direction regarding councillor(s) attendance so that registrations can be completed.

MEDIA RELEASE

August 19, 2016

Northeast Alberta Information HUB (Alberta HUB) and the Van Horne Institute are proud to announce the next Digital Futures Symposium will be held in Lac La Biche, Alberta October 19 – 21st, 2016.

“I am very pleased that The Van Horne Institute has selected Alberta HUB member Lac La Biche County as the site of this symposium on rural broadband development”. “Broadband is critical to the growth for rural Alberta and this symposium is a must attend event for rural municipal officials, CAOs and planners,” says Soren Odegard, Chairman of Alberta HUB and Councillor for the County of Two Hills. “

Bob Bezpalko, Executive Director of Alberta HUB is certain more could be done to improve the current level of high speed broadband in Northeast Alberta and rural Alberta as a whole. Enhanced high-speed broadband service is not just an economic development issue as it affects Education and Healthcare as well. “This symposium is a great opportunity for communities and organizations to understand how Broadband “connectivity” effects our communities and more importantly what are the solutions.”

Bryndis Whitson, Manager of Strategic Development and Member Relations at the Van Horne Institute observes that the location of the symposium in Northeast Alberta will allow local communities to participate in the discussion of opportunities that will be created by the examinations of rural broadband in Alberta.

Digital Futures Alberta North will build on the success of the four previous symposiums that have been held in Calgary, Edmonton, Olds, and Medicine Hat. Previous Digital Futures have featured speakers from the University of Alberta, the CRTC, the Alberta Government, and many more.

For more information, please contact:

Bob Bezpalko
Executive Director
Northeast Alberta Information HUB
Phone: 780 - 645 - 1155
Email: bobbezpalko@albertahub.com

Bryndis Whitson
Manager, Strategic Development and Member Relations
Van Home Institute
Phone: 403-220-2114
Email: bwhitson@ucalgary.ca



Advocacy POSITION Statements

AAMDC

What are Position Statements?

Position statements are short descriptions of how the AAMDC approaches policy issues from a rural municipal perspective. Position statements may identify concerns that the AAMDC has with how government is handling a policy issue, it may identify an action that government should take to better represent rural municipal interests, or it may highlight an AAMDC effort to advocate on an issue.

Position statements are not intended to provide a detailed analysis of a policy issue, but rather to allow for a broad overview of the AAMDC's advocacy priorities as defined by member resolutions and emerging issues. For more detailed information on the AAMDC's perspective on an issue, readers are encouraged to consult the [AAMDC's Resolution Database](#) or contact the Policy Analyst that corresponds to each theme.

Who is This Intended For?

Position statements are intended for multiple audiences. First and foremost, position statements are meant to be used by AAMDC members to assist with local advocacy efforts and to ensure that the rural municipal voice is as consistent as possible across the province. At the same time, Alberta is a diverse province, and some issues will be framed differently across regions. As such, many of the position statements are broad enough to be customizable for local concerns. For example, a position statement on the importance of developing alternative energy projects in Alberta can apply to a number of different project types and local contexts. AAMDC members should consider most of the position statements as "jumping-off points" for framing their policy priorities.

Positions statements are also used by the AAMDC Board of Directors and Advocacy Staff. They ensure that the AAMDC's advocacy position is consistent when interacting with government officials. Similar to their role for AAMDC members, position statements are a reference to form the basis of an advocacy effort.

Positions statements also provide the public and media with an understanding of the AAMDC's advocacy priorities. Ideally, the position statements will spur public interest in the AAMDC's advocacy priorities, and lead to an increase in media interest or requests from other organizations for information or even an opportunity to collaborate.

How Are They Organized?

Position statements are organized by themes such as transportation and rural finances. Each theme has a summary on why it is important, as well as position statements relating to the following five categories:

Municipal Perspective

This section addresses why the theme is important to municipalities as well as how other levels of government can better involve the municipal perspective.

Financial Considerations

This section addresses key considerations related to provincial funding, municipal costs, and economic benefits related to the theme.

Collaborative Relationships

This section addresses areas how the AAMDC or member municipalities may be involved in collaborative relationships related to the theme. Collaboration may be among multiple municipalities, with other levels of government, other advocacy organizations, or citizens.

Sustainability

This section addresses how the AAMDC works to sustain rural municipal interests related to the theme. Sustainability initiatives can take many forms depending on the theme, including legislation, operations, and funding mechanisms.

Current Related Issues

This section examines specific issues related to the theme. Many of these issues are related to AAMDC resolutions, although some have recently emerged as AAMDC priorities. In some cases, the position statements in this section will be more specific to a particular issue and less customizable.

If a reader is interested in getting a broad overview of all of the AAMDC's priorities, they can browse the guide by theme. If a reader needs specific information, they can browse by issue.

Each theme includes links to AAMDC reports and its searchable resolutions and emerging issues database. The resolution database is a valuable reference for finding detailed information about an advocacy issue. Each theme also includes the contact information of the AAMDC Policy Analyst who works on it most closely.

In some cases, it may be necessary to provide position statements on a specific issue that becomes contentious. When this is the case, a position statement category on that issue may be added. These position statement categories will often not follow the format explained above, but will contain their own sub-categories based on what the

issue is, and what information AAMDC members need. Members will be informed about the availability of issue-specific position statements by bulletin.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues.



Advocacy POSITION Statements

AAMDC

Rural Alberta is “where it all starts.”

Alberta’s municipal districts and counties are vibrant, diverse and forward-thinking. The AAMDC is proud to represent all of Alberta’s municipal districts and counties, and strives to serve as an advocate for rural perspectives and priorities on key policy issues at the provincial and federal level. Rural Alberta is an economic driver comprised of vibrant communities that deserve a unified voice. The AAMDC is proud to serve in that role.

Who is rural Alberta?

- Alberta is the only province where the entire land mass (with the exception of national and provincial parks) is municipally managed. AAMDC members are responsible for municipal service provision to 86.5% of Alberta’s total land mass, with the remainder comprised of urban municipalities and national/provincial parks.
- Rural Alberta is vital to the province’s and nation’s economy. Rural Alberta’s contribution to Canadian economic activity was \$77.4 billion in 2009.
- Out of a provincial population of approximately four million people, rural municipalities are home to 17% (approximately 680,000 people). However, rural municipalities manage the majority of province’s transportation infrastructure. Rural municipalities are responsible for approximately 75% of Alberta’s roads and 60% of Alberta’s bridges.
- Alberta’s rural municipalities collaborate with their urban neighbours on regionally-beneficial infrastructure and services. In 2014, rural municipalities contributed approximately \$160 million to their urban neighbors through a variety of inter-municipal agreements.

What is the AAMDC?

- Founded in 1909, the AAMDC represents Alberta’s sixty-four municipal districts and counties, four specialized municipalities, and the Special Areas Board. We provide our members with advocacy and aggregated business services, and our work is in pursuit of the continuation of strong, vibrant rural communities.
- The AAMDC has a proven track record of supporting its members through advice and advocacy efforts.

- The AAMDC strives to work *with* members by sharing ideas and ensuring that rural municipalities have representation on issues that impact them.

What does the AAMDC think about the importance of rural Alberta?

- Rural sustainability is critical to a healthy and vibrant province and country.
- Rural Alberta is diverse, but has certain common priorities that require a unified province-wide voice.
- Rural Alberta is the economic engine that supports the needs of Alberta's large centres.
- In past, present, and into the future, rural Alberta is "Where it All Starts".

How does the AAMDC represent its members?

- The AAMDC has a strong relationship with the Government of Alberta and continues to positively influence policy decisions.
- The AAMDC regularly produces reports and bulletins intended to influence government and keep members informed about key policy developments.
- The AAMDC regularly shares information with its members and the broader public through the *Contact* newsletter, the AAMDC.com website, social media, and other means.
- The AAMDC ensures that its advocacy efforts reflect rural interests by basing priorities on member-driven resolutions.
- The AAMDC advocates for members at the federal level through its involvement with the Federation of Canadian Municipalities.
- The AAMDC collaborates with the Alberta Urban Municipalities Association to strengthen the municipal voice on issues that impact both rural and urban municipalities.

What else does the AAMDC do for members?

- The AAMDC provides members with an opportunity to interact and share ideas through conventions and district meetings.
- The AAMDC provides educational opportunities for members to improve their skills as elected officials and gain a greater understanding of key rural issues.
- The AAMDC goes beyond politics – it is also a strong supplier of aggregated business services and goods and a progressive insurance company.
- The AAMDC provides cost savings to its members through its insurance and group purchasing initiatives.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on active resolutions and emerging issues.



Advocacy
**POSITION
 Statements**

Agriculture

Rural Alberta is home to a large agriculture industry that is subject to market fluctuation and unpredictable weather. There is a broad range in the types and size of farming operations in Alberta; from small family operations to large-scale facilities. This results in a diverse industry with different regulatory and operating challenges, and is also impacted significantly by global market influences.

What is the AAMDC's position on the importance of having a municipal perspective in the agriculture industry?

- Agriculture is a vital industry for Alberta and is based in our rural communities.
- As the voice for rural Alberta, the AAMDC advocates for the need to protect and promote the agriculture industry to ensure it remains a contributor to Alberta's economy.
- Due to its unique nature, regulatory changes may have unintended consequences on the agriculture industry. As such, it is vital that the Government of Alberta thoroughly consult with agriculture stakeholders and producers prior to making changes that may impact their operations.
- Like any industry operating in rural Alberta, agriculture provides rural municipalities with local benefits and challenges.

What financial considerations do rural municipalities have with respect to the agriculture industry?

- The agriculture industry requires consistent support to promote industry sustainability and enable value-added options that will contribute to a diversified local and provincial economy.
- Agricultural income is vulnerable to extreme market fluctuations and natural disasters. Assistance for producers should be designed to support the industry and address concerns such as unstable commodity pricing, crop damage due to hail, pest infestations, drought and market fluctuations (ex. Agriculture Financial Services Corporation programs, Western Livestock Price Insurance Program).
- The AAMDC appreciates federal support through programs (ex. Growing Forward 2) that reflect the important economic role of agriculture by promoting innovation.

- The financial health of Alberta's agriculture industry has local, provincial, *and* national economic significance.
- The AAMDC supports the need to improve programs that encourage next-generation entrants into the agriculture industry.
- In some areas of Alberta, intensive agriculture operations cause significant strain on municipal road and bridge infrastructure. It is important that rural municipalities have a means to address this in a way that does not compromise the sustainability of the agriculture industry.

What collaborative relationships are essential to rural municipalities in agricultural development?

- Agricultural producers in Alberta work with multiple levels of government in a variety of capacities. This includes working with municipal governments for land use planning decisions, the provincial government for income support and insurance and federal funding programs.
- Municipalities and agriculture producers work with provincial *and* federal regulatory bodies on the approval process regarding operations (ex. Natural Resources Conservation Board).
- Where compliance with provincial and federal legislation requires specific expertise not typically available within municipalities, the regulating government should provide financial or capacity support to municipalities to assist them in gaining the necessary expertise.
- The AAMDC collaborates with Agricultural Service Boards to promote environmentally conscious and sustainable agriculture practices and programs.
- The AAMDC supports actions identified in the Government of Alberta's *Rural Economic Development Action Plan* that promote the development and expansion of new markets, research and innovation and value-added processing through collaborative measures.

How does the work of the AAMDC support the sustainability of the agriculture industry?

- Agricultural production has evolved with the availability of new technologies and educational opportunities for producers. Incorporating technological and educational advancements in order to remain competitive is essential to the viability of the industry.
- To promote the longevity and sustainability of the industry, generally accepted agricultural operations should be protected in legislation and should not be

subject to onerous environmental assessment requirements that were designed for other industrial activities.

- To promote positive environmental practices, recycle programs need to be developed to address plastics used in the agricultural industry.
- As part of the 2015-2016 *Municipal Government Act* review process, the AAMDC facilitated a working group involving municipal and agriculture industry representatives to determine a solution to the strain that intensive agriculture operations place on municipal transportation infrastructure.

What current agriculture-related issues are impacting rural Alberta?

Enhanced Protection for Farm and Ranch Workers Act

- The *Enhanced Protection for Farm and Ranch Workers Act* serves an important purpose in ensuring that paid agricultural workers have the same rights and protection as other workers in Alberta. The AAMDC is participating in the development of regulations related to the Act. It is important that this legislation does not unfairly compromise the ability of agricultural producers to operate sustainably.

Land use

- Competing demands for land-use in a growing province have impacts on the agriculture industry. The Land-use Framework acknowledges the impacts of urban sprawl and seeks to address the fragmentation and conversion of agricultural lands but stronger land-use planning practices are needed to promote infill and consider the preservation of valuable agricultural lands.
- The sterilization of large tracts of agricultural lands can have significant impacts on the industry (ex. caribou protection areas).

Pests

- The AAMDC values the importance of protecting the agricultural industry from potentially damaging infestations of pests (ex. *Fusarium graminearum*, Norway rat) that could have significant economic impacts for producers.
- The *Agricultural Pests Act* is a valued piece of legislation that identifies threats and enables producers, inspectors and local authorities to deal with native and introduced pests and nuisances which affect agricultural production.

Rail

- Moving products to market is vital to the sustainability of the agriculture industry. With a recent increase in the use of rail transportation in a variety of industries, the availability of track and rail cars for the movement of agricultural products

needs to be prioritized. It is vital that all levels of government collaborate on establishing a long-term solution to grain by rail backlogs.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to agriculture.

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Advocacy
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Community
 Services

Providing community services such as broadband, policing, education, healthcare, FCSS, and recreation supports community viability and makes rural municipalities attractive places to live and grow. Although providing many of these services in rural areas requires innovative strategies, rural municipalities strive to make their communities great places to live and invest.

What is the AAMDC's position on the importance of community services in rural municipalities?

- Community services are proven economic drivers. In order for Alberta's rural municipalities to offer a quality of life that will attract and retain residents and business development, strong community services must be available.
- Rural municipalities do not have the economies of scale to deliver some community services and often establish innovative collaborative agreements with neighbouring municipalities to ensure their residents' needs are met.

What financial considerations do rural municipalities have with respect to the provision of community services?

- Due to low population densities, providing some services in rural areas may require innovative solutions including regional service delivery and cost-sharing arrangements with urban neighbours. These arrangements are determined at the local level.
- Cost-sharing and other inter-municipal agreements allows municipalities to work together to provide quality community services to their residents at a regional level.
- The local availability of community and health services is strongly linked to rural economic and community development. Funding for services that make municipalities attractive as places to live and work must be prioritized by all levels of government to promote economic investment in rural areas (ex. small schools by necessity, FCSS, policing, broadband).
- Community services often look different in rural areas than in urban areas. It is important that rural communities have the autonomy to offer services in a way that meets the local needs of their residents.

What collaborative relationships are essential to developing quality rural community services?

- In some cases, voluntary regional collaboration among multiple municipalities, both rural and urban, facilitate delivery of community services that may be beyond the capacity of individual municipalities.
- Municipalities work with the provincial and federal governments in addressing service challenges and funding needs. For this collaboration to be effective, provincial and federal community service funding programs must reflect rural municipal priorities as well, and not be catered only to urban communities.
- Municipalities also work with other organizations and companies to support rural community development (ex. school boards, library boards, community groups, internet service providers).

How does the work of the AAMDC support the sustainability of rural community services?

- Through advocacy efforts, the AAMDC works to increase awareness and support the sustainability of community services (ex. rural broadband study).
- The AAMDC champions the rural municipal perspective on community services through regular participation in province-wide committees (ex. Alternative Transportation for Seniors Advisory Committee).

What current community service-related issues are impacting rural Alberta?*Recruitment and Retention*

- The sustainability of rural municipalities relies on attracting a qualified workforce. Having programs in place to attract and retain workers contributes to the success and viability of rural Alberta.
- The AAMDC supports actions identified in the Government of Alberta's *Rural Economic Development Action Plan* regarding the implementation of programs and policies targeted attracting and retaining people in rural Alberta.
- In many rural municipalities, temporary or seasonal employees in resource industries are common. Rural municipalities would value the opportunity to collaborate with the Government of Alberta in retaining these seasonal employees as permanent community members.

Broadband

- The AAMDC recognizes that broadband internet access is essential to rural community-building and to attracting qualified professionals and industry to rural areas.
- Many rural residents lack broadband access. It is vital that all levels of government collaborate to recognize the fact that broadband is a basic service for all Canadians, and should be made available across Canada in both urban and rural areas.
- The AAMDC will monitor the Government of Alberta's progress in implementing the broadband-related recommendations in the Rural Economic Development Action Plan.
- The costs for local internet service providers and municipalities to access the Alberta SuperNet should be regulated to ensure that they are affordable. Rather than benefitting specific internet service providers, the SuperNet should support rural connectivity by enabling affordable and high quality broadband access for rural residents, businesses, and municipalities.
- Any federal funding program to enhance rural broadband must be structured in a way that ensures funding is available to truly rural areas outside of condensed population centres.

Police Funding

- Community input must be at the heart of a municipality's relationship with local RCMP.
- Many rural municipalities currently contribute to the funding of police administration staff, community peace officers, and, in some cases, police headquarters.
- The AAMDC does not support downloading of additional costs of funding front-line police services onto property tax payers in rural municipalities.
- If increased funding responsibility is downloaded onto rural municipalities, it must be accompanied by improved service and more local input into policing practices.

Seniors

- Aging in place and living independently are important strategies for providing seniors with an opportunity to age with dignity. Funding for home care, assisted living, and accessible transportation for seniors are all key components to supporting rural Alberta's aging population.

- Additional funding is needed to support small seniors' lodges to improve the ability of rural residents to live in supported facilities within their home communities.
- The safety and quality of seniors' lodges are a concern throughout Alberta. Consistent funding for upgrading seniors lodges to meet current building and fire safety codes will benefit rural municipalities by allowing community members to safely remain in their communities.

Education

- Constructive partnerships between municipalities and school boards are essential to selecting and servicing proper school sites and recruiting qualified teachers.
- Rural schools are integral to rural community viability, but many are closing due to low enrollment. This results in increased travel times for students, negates municipal investments into supporting infrastructure, and compromises the retention of rural residents.

Libraries

- In many cases, rural libraries serve as community hubs, particularly for new Albertans. As such, a consistent and long-term approach to library funding that recognizes a continuously growing population is needed in order to sustain rural libraries as hubs of information, distance learning, and community-building.

Family and Community Support Services (FCSS)

- Social needs vary across the province. FCSS providers need greater autonomy to properly respond to community demand for such services.
- The AAMDC is pleased by the Government of Alberta's increased financial commitment to FCSS services. As a next step, the AAMDC looks forward to working with the Ministry of Human Services and other stakeholders through the FCSS Regulation review to ensure that local FCSS providers are empowered to deliver services as effectively as possible to meet local needs.
- The current economic situation in Alberta is creating increased pressure on social services. Continued support for these programs during this economic downturn is essential.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to community services.

AAMDC reports specifically related to the position statements identified in this document include:

- ***Cost Sharing Works: An Examination of Cooperative Inter-municipal Financing***

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Advocacy
**POSITION
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Energy

Alberta's energy sector plays a tremendous role in the province's economic development. AAMDC members are often among those impacted by new energy projects (particularly in the oil and gas sector) through increased municipal revenues and employment opportunities or environmental implications and strain on municipal infrastructure. As Government of Alberta shifts its focus towards the development of renewable energy, rural municipalities will likely play a major role in hosting and supporting such infrastructure.

What is the AAMDC's position on the importance of having a municipal perspective in energy production and development?

- Rural municipalities are often directly impacted by energy projects because rural Alberta is the home to the majority of Alberta's energy resources. Rural municipalities should be consulted before an energy project is approved, during its construction and operation, and upon its decommissioning.
- The instability of an energy-based economy has significant local impacts for rural municipalities, as energy development is critical to the viability of rural Alberta. A diversified, stable, and sustainable energy industry will not only benefit the province as a whole, but will allow rural municipalities greater planning and growth certainty.

What financial considerations do rural municipalities have with respect to energy production and development?

- Many rural municipalities are leaders in piloting alternative and renewable energy technologies, such as solar. Not only have these technologies assisted rural municipalities and residents in lowering their long-term energy costs, but they also contribute to mitigating the impacts of climate change.
- The costs of preparing for energy project approval hearings under the regulatory system often preclude municipalities from participating. The provincial government must ensure that municipalities have an opportunity to make their concerns heard at approval hearings.
- While energy projects often provide local and provincial economic benefits, they may also place great strain on municipal infrastructure. Taxation revenues

collected by municipalities that host energy projects are typically required to maintain and expand infrastructure to accommodate increased use.

- In some cases, insolvent energy companies can not pay the taxes that they owe to municipalities. In these cases, municipalities lose tax revenue and are still responsible for paying the education property tax requisition to the Government of Alberta. Municipalities need tools to recover taxes from insolvent property owners, and should not be required to cover the education property tax requisition on abandoned industrial property.

What collaborative relationships are essential to rural municipalities in energy production and development?

- The Climate Leadership Plan is an important step in advancing Alberta's transition to renewable and alternative energy sources. The AAMDC looks forward to working with the Government of Alberta to implement the Climate Leadership Plan and ensure that this transition does not negatively impact rural communities.

How does the work of the AAMDC support the sustainability of the energy industry?

- Through participation in committees such as the Transmission Facilities Cost Monitoring Committee, the AAMDC advocates for the sustainability of a robust, reliable, and cost-effective energy grid in Alberta.
- The AAMDC believes that Alberta-based, locally produced alternative energy can diversify the economy and build environmentally sustainable communities.
- Through the Municipal Climate Change Action Centre, the AAMDC works with the Alberta Urban Municipalities Association to provide municipalities with grants and rebates for energy efficient building and infrastructure retrofits.
- To support consumer protection, the AAMDC is actively involved with organizations such as the Utilities Consumer Advocate and value-added initiatives including the AAMDC's Energy Program focused on aggregated purchasing.

What current energy related issues are impacting rural Alberta?

Climate Leadership Plan and Alternative Energy Development

- The Government of Alberta's Climate Leadership Plan has the potential to make Alberta a world leader in renewable energy development and climate change mitigation. However, provincial decision-makers must consider the local impacts that transforming Alberta's energy industry will have on rural communities in the form of potential job losses and reduction in industrial taxation revenues. The

AAMDC and rural municipalities look forward to working with the government of Alberta to address these impacts.

- When transitioning from existing energy sources to renewable energy sources, the Government of Alberta must consider not only the broader environmental benefits of such a transition, but also the local economic and community impacts as well. Many of Alberta's communities have historically grown around the extraction and production of energy resources, and any policy changes that devalue that resource should be accompanied by concrete plans to ensure that the impacted communities remain viable.

Electricity Transmission and Rates

- Alberta Energy should ensure that the retail energy market is regulated in such a way to maximize competition and ensure that Albertans receive the best possible energy rates.
- Alberta Energy should require the AUC to formally include the review of municipal land-use plans when reviewing transmission development applications.
- Rural Electrification Associations (REAs) are vital sources of retail energy competition in many rural areas. Any changes to Alberta's retail electricity market should ensure that REAs are able to operate on a level playing field with investor-owned utilities.

Transloader Facilities

- Facilities that host the transloading of petroleum products from rail to truck or pipeline must be properly regulated. Responsibility for regulation must be clearly established and not fall onto local authorities.

Market Access

- Both rail and pipelines are vital to allowing energy resources to reach market. Each of these modes of transportation carries with them planning, environmental, and safety challenges for municipalities. As such, municipalities should be consulted on proposed pipeline or rail infrastructure for energy use.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to energy.

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Advocacy
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Environment

Environmental considerations impact municipalities in multiple ways including land-use planning, water management, climate change, development approvals and the need to manage growth responsibly.

What is the AAMDC's position on the importance of having a municipal perspective related to the environment?

- Environmental responsibility in Alberta focuses on air, land, water and biodiversity. Municipalities play a key role in front-line environmental management in all of these areas in order to provide healthy communities for citizens.
- Municipalities are responsible for land-use planning decisions which take into consideration the environmental impacts of growth, development or land-use changes.
- Municipalities are conscious of climate change and are active participants in programs that aim to reduce impacts for the benefit of current and future generations (ex. participation in programs offered through the Municipal Climate Change Action Centre).
- Regulatory tools such as environmental reserves and conservation reserves provide municipalities with the ability to balance local development with the protection of environmentally sensitive lands.

What financial considerations do rural municipalities have with respect to the environment?

- Municipalities must always strive to find a balance between being responsible environmental stewards and their capacity in terms of financial and human resources.
- The construction or re-development of municipal infrastructure typically requires an environmental impact assessment. Municipalities must evaluate whether the sometimes very high cost of conducting such an assessment is proportional to the projected value of the infrastructure.
- In many cases, industrial (particularly oil and gas) development that may provide significant economic benefit to rural municipalities may also have significant

environmental impacts. Therefore, municipalities must be allowed the opportunity to engage in the development and planning processes to weigh short-term benefits against possible long-term concerns.

- Limited financial resources influence municipalities' ability to implement climate change improvements. Ongoing financial support that enables municipal action is essential to the continued reduction of greenhouse gas emissions (ex. project funding enabled through the Municipal Climate Change Action Centre).

What collaborative relationships are essential to rural municipalities in relation to the environment?

- Environmental stewardship requires effective communication between municipalities, Aboriginal communities, the provincial and federal governments, industry, citizens and other stakeholders.
- Effective collaboration requires clear, specific roles. Decision makers must acknowledge and work with municipalities in their role as a primary authority regarding local environmental stewardship.
- Where compliance with provincial and federal legislation requires specific expertise not typically available within municipalities, the regulating government should not download those roles to municipalities.
- To promote sound environmental stewardship, it is necessary to have coordinated legislation and jurisdiction to protect water bodies and the environmentally sensitive areas adjacent to them.
- The AAMDC participates on a variety of multi-stakeholder committees to promote environmentally conscious and sustainable practices and programs (ex. Agricultural Services Boards, Alberta Water Council, Clean Air Strategic Alliance, Agri-Environmental Partnership of Alberta).

How does the work of the AAMDC support environmentally sustainable practices?

- Protecting the environment, including Alberta's rivers, lakes, wetlands and groundwater is an important priority for municipalities.
- The AAMDC positions itself to have a role in initiatives focused on environmentally sustainable practices (ex. Alberta Water Council, Clean Air Strategic Alliance).
- The AAMDC is a proud partner of the Municipal Climate Change Action Centre which works with municipalities to reduce emissions and promote energy efficiency.

What current environment-related issues are impacting rural Alberta?

Regional Plans under the Land-use Framework

- As regional plans are developed under the Land-use Framework, municipalities should strive to understand associated environmental impacts and incorporate sound land-use planning decisions.
- Regional plans must be developed in a way that aligns with new municipal planning requirements under the *Modernized Municipal Government Act*, including ICFs. Requiring municipalities to change ICFs to meet regional plan requirements will be costly and administratively burdensome.

Flooding, Flood and Drought Mitigation

- All land-use planning at the municipal level should consider possible environmental impacts, including the potential for flooding.
- Flooding in different areas of the province has resulted in the ongoing development of legislative changes for land-use planning in flood prone areas. Municipalities recognize the importance of avoiding flood-prone areas, these formalized changes need to be monitored for impacts and unintended consequences. These legislative changes have yet to be incorporated into the existing land-use framework.
- Municipal land-use bylaws must be amended to address legislative changes for planning in floodways.
- Flood and drought mitigation efforts are timely and needed but must involve local governments and comprehensive consultation. Continued support for provincial initiatives such as the Watershed Resiliency and Restoration Program enable efforts that contribute to environmental health and encourage forward-thinking approaches to non-structural mitigation.
- Environmental impacts and agricultural considerations are key components in municipal land-use planning (ex. flood mitigation and drought mitigation).

Climate Change

- Climate change is increasingly an important policy issue to balance population growth, industrial development and environmental concerns.
- The AAMDC is actively involved in the Municipal Climate Change Action Centre, which provides technical assistance and expertise to municipalities to increase energy efficiency of operations and improve conservation of greenhouse gases.
- Phasing out coal-generated electricity will impact communities and Albertans employed in the coal industry as the province transitions to increased use of

renewable energy. Supports need to be in place to assist these parties during this transition and engagement with the AAMDC and its member municipalities is necessary to ensure there is a balance between achieving climate leadership and the sustainability of communities impacted by this transition.

- The provincial carbon levy may be an effective tool in reducing greenhouse gas emissions. However, its impacts on both municipalities and rural residents must be considered. Municipal costs to operate the machinery necessary to provide services and maintain infrastructure will rise, and rural residents have fewer alternative transportation options, and therefore may be less able to reduce their use of vehicles.

Aboriginal Consultation

- Consistent requirements along with one-window consultation should be implemented when dealing with Aboriginal communities.

Aquatic Invasive Species

- Aquatic invasive species such as Quagga and Zebra Mussels are serious threats to the health of Alberta's lakes, and have the potential to have major economic and environmental impacts in Alberta.
- A strong regulatory framework that includes a zero tolerance for aquatic invasive species is needed in Alberta. Taking a proactive approach to implementing preventative measures will protect Alberta's aquatic environment from these invasive species.
- The AAMDC actively reaches out to partnering organizations in Alberta's neighboring jurisdictions to ensure there is a coordinated response to aquatic invasive species that transcends provincial borders.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to the environment.

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Advocacy
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Health

Accessing quality health care in rural Alberta presents a number of challenges for municipalities and their residents. The AAMDC believes that rural Albertans deserve a voice in determining how health care services are funded and provided in their communities.

What is the AAMDC's position on the importance of having a municipal perspective on health?

- Health care presents a huge cost to all Albertans, both rural and urban. Designing an innovative, patient-centred, cost-efficient healthcare system will allow for increased funding for other programs in rural communities.
- The presence of hospitals in rural communities provides not only health benefits, but broader community benefits. These include attracting new residents, stimulating economic growth, and providing opportunities to educate the new generation of health professionals.
- The Government of Alberta should work to implement the recommendations found in the *Rural Health Services Review Final Report*.

What financial considerations do rural municipalities have with respect to health?

- The ability for rural residents to access health care is of the utmost importance. While increasing efficiency in the health care system is important, it must take into consideration the importance of full-service hospitals and accessibility to health services and their impact on the viability of rural communities.
- Any service changes should account for potential effects on rural communities struggling to recruit and retain health care professionals.
- Municipalities in rural Alberta are often burdened with the costs to provide peripheral aspects of health care including the costs to attract and retain medical professionals, and transportation to and from healthcare facilities.

What collaborative relationships are essential to rural municipalities in health?

- The AAMDC believes that the Government of Alberta should partner with AAMDC members to include a rural voice in decisions relating to health care issues (ex. physician retention, seniors' care, rural ambulance service).
- Effective emergency dispatch systems must optimize efficiency and encompass all rural first responders, including ambulance and fire services.
- Rural municipalities must continue to collaborate with relevant professional associations to recruit health care professionals to rural Alberta (ex. Alberta Health Services, Rural Physician Action Plan, College & Association of Registered Nurses of Alberta).

How does the work of the AAMDC support the sustainability of the health sector?

- The AAMDC champions the rural municipal perspective on health services through regular participation in several province-wide committees (ex. EMS Advisory Committee, Senior's Lodge Advisory Committee).

What current health related issues are impacting rural Alberta?

Physician Recruitment and Retention

- To ensure there is accessible health care in all regions of Alberta, sufficient, funding, staffing, and programming are required to retain and attract medical professionals.
- Rural municipalities and the Government of Alberta should collaborate to design innovative initiatives such as rural internships and increased educational opportunities to attract and retain physicians in rural areas.

Accessible Transportation

- For many rural residents with limited mobility, access to transportation is important not only to their health in times of need, but also to ensure they can continue to participate meaningfully in their community.

Seniors

- Increased operational support of seniors' lodges and other programs is required at the provincial level to keep pace with the rising costs of providing quality care for seniors in rural and small municipalities.
- Aging in place and living independently are important strategies for providing seniors with an opportunity to age with dignity. Funding for home care, assisted living, and accessible transportation for seniors are all key components to supporting rural Alberta's aging population.

Rural Emergency Service

- Rural ambulance service levels must function at a level that reflects regional needs, particularly in light of the centralization of emergency dispatch services.
- Ambulances should be equipped with the necessary technology to communicate with other emergency services during significant emergency events.
- When appropriate, non-ambulance transportation vehicles should be used for clinically stable patients to allow ambulances to be reserved for emergencies. Further, ambulances based in rural areas should be required to return to their home community directly and not be diverted for calls outside of their region.

Provincial Information Sharing System for Medical Records

- As many rural residents have to travel to larger centres for medical treatment, a province-wide medical sharing system is needed to ensure medical records are easily accessible while maintaining the privacy of patients.

Rural Hospitals

- Using narrow criteria such as in-take rates does not reflect the value of hospitals to rural communities. Hospitals must be viewed as having health, quality of life, and economic benefits for rural communities.
- Any decisions to close or change service levels in rural hospitals must be accompanied by community consultations and improve the overall quality of rural health care.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to health.

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Advocacy
**POSITION
 Statements**

Industrial
 Taxation

Industrial taxation is critical to the financial viability of Alberta's rural municipalities. The taxes that industries operating in rural Alberta pay to municipalities help maintain the roads and bridges that provide access to the natural resources that drive Alberta's economy.

What is industrial taxation?

- Industrial taxation refers to the taxes that municipalities collect from industry for industrial properties and infrastructure located within municipal boundaries.
- Industrial taxation includes assessment on both linear property and machinery and equipment (M&E) property.
- Linear assessment refers to the taxes industry pays to municipalities for the placement of linear property items such as oil and gas pipelines, telecommunications systems, and electric power lines. The assessment of linear property is completed by the provincial government.
- Machinery and equipment taxes are paid to municipalities for the placement of property such as underground tanks, compressors, refineries or pulp and paper plants. Machinery and equipment assessment is provided by local municipalities.

What is the AAMDC's position on industrial taxation?

- The AAMDC recognizes the financial challenges faced by all municipalities in Alberta; however, the AAMDC believes all discussions on rural municipal finances must include an examination of both net revenues and expenditures.
- The current distribution of industrial taxation is fair and reflects the expenses absorbed by municipalities from industrial development within their jurisdiction.
- Rural municipalities receive the majority of industrial taxation revenue in Alberta because that is where Alberta's heavy industries are located. These industries often strain or damage rural municipal infrastructure.
- The AAMDC supports the use of voluntary cost sharing as an innovative solution to meet needs of regional partners. Since 2004, transfers from rural municipalities to urban municipalities have increased from \$40 million a year to \$160 million a year through inter-municipal financial arrangements. These arrangements, which would not be possible without the current distribution of

industrial taxation revenue, support services in urban areas including protective services, recreation opportunities, and medical clinics. Requirements for municipalities to develop intermunicipal collaboration frameworks through the proposed *Modernized Municipal Governance Act* should increase the scope and consistency of this cost-sharing across the province.

Why is industrial taxation an important issue to rural Alberta?

- Rural Alberta is the base for the province's industrial activity because this is where the majority of Alberta's natural resources are located. Rural Alberta is where it all starts.
- Industry's use of municipal infrastructure often causes significant damage that requires municipalities to allocate a level of financial and human resources not typical in urban areas.
- Rural municipalities use the revenue generated from industrial taxation to maintain the infrastructure that is critical to both rural municipalities and to Alberta's economy as a whole.
- Proponents in favour of redistributing industrial taxation revenue on a per-capita basis have pointed to a gap in revenues generated between rural and urban municipalities through these taxes. However, compared to urban municipalities, rural municipalities spend significantly more per person to maintain the basic infrastructure needs of their community, which in turn supports the economy.

What would happen if industrial taxation revenue were redistributed based on a population or regional model?

- If industrial taxation revenue was distributed on a per-capita basis, Alberta would experience a redistribution of revenue away from rural municipalities and towards Alberta's largest urban centres. This would result in many rural municipalities struggling to remain viable while providing little or no benefit to the vast majority of urban municipalities.
- Reallocating industrial taxation revenue based on a population or regional model would negatively impact rural municipalities by severely compromising their financial viability. Weakening some municipalities to strengthen others is not a fair or sustainable solution to municipal funding challenges.
- Alberta's rural municipalities could be forced withdraw or reduce inter-municipal cost sharing agreements to the detriment of Alberta's smaller urban centers who have benefitted from these arrangements.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to transportation and infrastructure.

AAMDC reports specifically related to the position statements identified in this document include:

- ***Apples to Apples: Rural Municipal Finance in Alberta***
- ***Cost Sharing Works: An Examination of Cooperative Inter-Municipal Financing***

Industrial Taxation in Alberta: Facts

- Rural municipalities manage approximately 75% of Alberta's roads and 60% of Alberta's bridges.
- If linear assessment revenues were distributed based on population in 2014, 50% of Alberta's rural municipalities would be unable to cover their expenses.
- A per capita redistribution of industrial taxation revenue would see Alberta's municipal districts and specialized municipalities lose \$1.25 billion in revenue.
- Industrial taxation revenues are not consistent across all rural municipalities and range from \$500,000 to \$62,000,000.

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Advocacy
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Industry and
 Resource
 Development

Alberta's industrial and resource sector is extremely important to the province's continued economic growth and the viability of rural communities. Industrial development is often accompanied by environmental concerns, regulatory challenges, land use disputes and impacts on other types of development.

What is the AAMDC's position on the importance of having a municipal perspective on matters related to industry and resource development?

- Resource development is a primary economic driver in Alberta but may have significant impacts on rural municipalities.
- In many cases, resource development requires the use of large tracts of land. As a result, rural Alberta is home to the majority of the province's resource projects (ex. oil and gas, aggregate extraction, forestry, agriculture).
- Municipalities should have the ability to balance demands of industry and resource extraction with environmental stewardship, planning and approval processes, and taxation levies.
- Taxpayers often approach municipalities with health concerns related to an industrial project (ex. odour, dust, noise, etc.). Municipalities should have the opportunity to have these concerns addressed by industry or the regulating body during the project planning stages.

What financial considerations do rural municipalities have with respect to industry and resource development?

- As many industrial developments are located within rural municipalities, a fair proportion of the economic benefits should be received by the municipality to address environmental management and infrastructure challenges resulting from industry activities.
- Municipalities and landowners must be properly compensated by the business/industrial sector for providing land to be used for extraction, processing, and transportation.

What collaborative relationships are essential to rural municipalities in matters relating to industry and resource development?

- Municipalities work within legislative and regulatory parameters in approval processes for industry and resource development (ex. Alberta Energy Regulator requirements).
- Municipalities must have a guaranteed voice in the planning and approval of resource development projects that have local impacts.
- Industry must be willing to work with municipalities to design projects that will benefit rural communities through job creation while mitigating impacts on municipal infrastructure and the local environment.
- As the province transitions towards renewable energy projects, the government of Alberta must work with rural and small urban municipalities to mitigate the local negative impacts and harness the local opportunities associated with this transition.

How does the work of the AAMDC support the sustainability of industry and resource development in Alberta?

- In order for municipalities and the resource sector to co-exist, policy and regulations relating to compensation, rights-of-way, safety, and pipeline alignment negotiations must be fair and consider the municipal perspective regardless of the regulating authority (provincial or federal).
- The AAMDC is actively involved in various committees that seek to balance industrial development with environmental stewardship (ex. Clean Air Strategic Alliance, Alberta Water Council, Government-Industry Joint Geophysical Steering Committee).

What current industry and resource development related issues are impacting rural Alberta?

Oil and Gas Development

- Oil and gas development projects must proceed in a way that causes minimal damage to the environment, including impacts on water quality. Municipalities must have the ability to voice concerns about such environmental issues, both during the project review stage and when projects are operational.
- Rail is becoming an increasingly popular method of transporting oil products and the safety and regulatory challenges associated with this transition have been pushed to the forefront.

Aggregate/Gravel

- Municipalities often compete with the provincial government and the private sector for aggregate resources. A fair allocation process is necessary to ensure that adequate resources are available for municipal infrastructure needs.
- As regional plans are developed under the Land-use Framework, municipalities should be active participants to raise awareness of aggregate needs, support future community growth and develop strategies to ensure a sustainable supply of aggregate for future public works purposes. Aggregate resources should be included in regional plans developed under the Land-use Framework.
- Municipalities should have first right at no cost to gravel resources on or under municipal road allowances for the purposes of municipal road maintenance and construction.

Forestry

- Forestry is an important contributor to a diversified provincial economy. The AAMDC supports sustainable forest management that provides ecological, economic and social opportunities.
- The forestry industry is susceptible to devastation caused by pests such as the Mountain Pine Beetle and wildfires. Continued investment in the forestry sector is essential in growing the industry and the communities that support it. Municipalities work with government, industry, residents and landowners through programs such as FireSmart to plan and mitigate risks of wildfire.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to industry and resource development.

AAMDC reports specifically related to the position statements identified in this document include:

- ***Got Gravel? Strategies to Secure Gravel for Rural Municipalities – Part 1: Summary Report***
- ***Got Gravel? Strategies to Secure Gravel for Rural Municipalities – Part 2: Technical Report***

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Advocacy
**POSITION
 Statements**

Municipal
 Finances

Municipal finances garner considerable public attention because citizens are directly affected through their responsibility to pay property taxes. Councils must allot those revenues in a fiscally responsible way that balances the needs and wants of citizens.

What is the AAMDC's position on the importance of municipal funding?

- Municipalities must operate according to the highest standards of financial transparency and accountability.
- Taxation revenue is a municipality's primary source of funding. Municipalities must determine their local priorities and cover their operating and capital expenses with available tax revenues, and find alternative sources (ex. grants, loans) to cover the rest.
- In comparison to federal and provincial/territorial levels of government, municipalities receive only eight cents of each tax dollar collected in Canada but are responsible for services and infrastructure expenses that significantly exceed those revenue levels.
- It is vital that the provincial and federal government support municipalities through long-term, predictable, and stable revenue sharing.
- Without predictable and consistent revenues, it is difficult to plan capital projects, to service interest payments, and to provide consistent levels of service to citizens.

What financial considerations do rural municipalities have with respect to municipal funding?

- Discussions on municipal finances cannot only focus on revenues. To accurately compare the finances of urban and rural municipalities, both revenues *and* expenditures must be considered.
- Expenses in rural municipalities are often higher than in urban municipalities due to the nature of the infrastructure required including extensive road networks, bridges and water and wastewater systems that need to be maintained. Providing municipal services to rural, sparsely populated/highly industrial areas is also costly.

- In some cases, a municipality's use of unrestricted reserves creates a misperception of wealth. Where appropriate, the AAMDC supports the use of restricted reserves in which municipal funds are formally dedicated to specific future uses, while recognizing that unrestricted reserves often function as a contingency plan in the event that an unexpected municipal cost arises.
- Rural municipalities make substantial financial contributions to their urban neighbours through various inter-municipal financial arrangements. Through these agreements, rural municipalities work with their municipal neighbors to meet regional needs. The impending requirements for municipalities to form intermunicipal collaboration frameworks with neighbours will likely increase the scope and consistency of cost-sharing arrangements throughout the province.
- In both 2014 and 2015, rural municipalities contributed \$160 million per year to their urban neighbours through inter-municipal financial arrangements, which is an increase of 23% since 2010, the last year in which complete data was gathered.
- The AAMDC supports voluntary collaboration among local governments as a desirable means of addressing regional financing of capital initiatives or the funding of service delivery. Local solutions are often the best solutions, and the AAMDC supports local decision making to meet local and regional needs.
- In some cases, municipalities struggle to collect unpaid property taxes on all property types. Provincial and federal legislation must empower municipalities to collect these important revenue sources by broadening the available collection tools.

What collaborative relationships are essential to rural municipalities in securing municipal funding?

- The AAMDC supports municipalities operating transparently and sharing information on how tax dollars are being spent with citizens and other taxpayers.
- Federal and provincial government grants and transfers are vital to the sustainability of both rural and urban municipalities, and support both local community development and province- and nation-wide economic growth.
- Inter-municipal partnerships are important to ensuring regional needs are met; however, local conditions and circumstances dictate the type of partnership that best fits the needs of the local and regional situation.

How does the work of the AAMDC support the sustainability of municipal funding?

- Through position/research papers and resolutions, the AAMDC advocates to other levels of government regarding both the challenges and potential solutions to funding issues.
- The AAMDC encourages its members to commit themselves to finding local solutions to local problems and provides information and tools as appropriate (ex. Cost Sharing Works paper, citizen engagement toolkit, Peer Network).

What current funding-related issues are impacting rural Alberta?

Infrastructure Deficit/Increased Service Demands

- Most municipalities do not have sufficient annual revenues from taxation and grants to build and maintain needed infrastructure. Each year, this infrastructure deficit grows while citizens' expectations increase. Prior to the initiation of any change in governance structure (annexation, amalgamation, dissolution), the infrastructure deficits of all impacted municipalities must be considered, as adding additional responsibilities to an already over-extended municipality may have unintended negative consequences.

Grants

- Grant funds are a major source of municipal revenues, including the substantial provincial investment made through the Municipal Sustainability Initiative (MSI). Such grant funding must be long-term and predictable in order to properly support municipal planning needs.
- Changes to provincial or federal grants, including program requirements, funding levels, or the consolidation of grants often have unintended local consequences and add complexity to rural municipal financial management.

Defunding/Downloading

- When service delivery responsibilities are downloaded from the provincial government to municipalities, they should be accompanied with the necessary resources and funding to finance that service or responsibility.

Revenue Sharing and Cost-Sharing

- The AAMDC does not support mandatory revenue sharing but does encourage its members to commit themselves to finding local solutions to best address local and regional needs.

- Cost sharing is preferable to revenue sharing because it is within the mandate of municipal government, relatively easy to administer, and creates equity, accountability, effectiveness and efficiency.
- There has been an increasing push from some commentators for Alberta's rural municipalities to share their perceived wealth with urban neighbours. This ignores the fact that expenses associated with infrastructure maintenance and service provision are often much higher in rural municipalities than in urban.

Funding Formulas

- Population is a weak predictor of expense for most municipalities in the province. There are many infrastructure costs that are not reduced once population drops below a specific threshold. As an alternative, municipal assets are often a stronger indication of need.

Asset Management

- By properly monitoring the age and condition of infrastructure and developing a long-term plan for maintenance and replacement, municipalities will increase accountability and efficiency in managing their assets and improve service levels.
- Due to the long-term nature of asset management planning, it is critical to establish buy-in throughout the municipality, from council to front-line employees. The AAMDC's report, *Navigating the Asset Management Journey*, can help develop this buy-in.
- The AAMDC looks forward to working with the Government of Alberta to implement the provincial plan for developing asset management that is linked to continued federal Gas Tax funding.

Taxation Authority

- Through the ongoing review the *Municipal Government Act*, the AAMDC has advocated for an expansion of the current revenue tools available to municipalities.
- Municipalities need additional revenue sources to both diversify their current revenue streams, and to gather additional revenue to maintain and repair rural Alberta's critical infrastructure.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to municipal finances.

AAMDC reports specifically related to the position statements identified in this document include:

- *Apples to Apples: Rural Municipal Finance in Alberta – Main Report*
- *Apples to Apples: Rural Municipal Finance in Alberta – Technical Appendix*
- *Cost Sharing Works: An Examination of Cooperative Inter-municipal Financing*
- *Asset Management for Municipalities in Alberta: Navigating the Asset Management Journey*

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Advocacy
**POSITION
 Statements**

Planning and
 Development

Planning and development involves the appropriate use and management of land resources, provision of services and infrastructure, orderly development of new growth, management of risks, and proper decision-making models for land-related issues. Municipalities play a large role in the planning for the responsible use of land, both within their boundaries and regionally.

What is the AAMDC's position on the importance of having a municipal perspective in development and planning?

- With 86.5% of Alberta's land mass within rural municipalities, the critical role that rural municipal governments play in both planning and development cannot be understated.
- Planning and development are core municipal functions. Each municipality has a fundamental interest in land use planning within their own and neighbouring communities.
- Rural municipal perspectives on growth and planning are diverse. Depending on their location within Alberta, some rural municipalities may be dealing with the challenges of rapid growth, while others may be examining ways to encourage new economic development in rural and remote areas.
- It is imperative that jurisdiction for local land-use planning remains with municipalities.
- Municipalities operate with significant autonomy (which is guaranteed in the MGA); however, the Government of Alberta has recently assumed an increased role in planning and development, especially relating to high-growth areas, regionalization, and cumulative effects as identified in the Land-use Framework.
- Municipalities must be given appropriate tools and resources to comply with regional plans, and the cumulative effects approach.

What financial considerations do rural municipalities have with respect to planning and development?

- Growth results in significant pressure for the addition of services and infrastructure to newly developed areas. Municipalities would like to examine alternatives to address who should pay for the related costs.

- In high-growth areas, rural municipalities periodically face annexation bids. Issuing a response to the bid is often very labour-intensive and costly. The AAMDC looks forward to the development of principles to outline when an annexation bid is reasonable through the *Modernized Municipal Government Act*.
- Successful annexations can result in a loss of taxation revenue for the annexed municipality.
- Planning and development processes need to be adaptable and address changing priorities, shifts in available grants and the potential for absorbing dissolving municipalities.
- The funding provided through the Alberta Community Partnership supports the municipal viability process but additional supports are required to ensure municipalities inheriting dissolved municipalities are not inheriting unnecessary risk.
- To enable sound planning, promote sustainability and minimize liability, the province should provide municipalities on the receiving end of a dissolution with information regarding the state of infrastructure in municipalities that are at risk of dissolving, and access to proper funding to address the infrastructure costs inherited as a result of the dissolution process (ex. aging water and wastewater infrastructure).

What collaborative relationships are essential to rural municipalities in planning and development?

- Planning and development requires municipalities to have clear bylaws and statutory plans. To create those plans municipalities must engage with citizens and local business owners. Such regulations should be easily understandable to residents, developers and industry.
- Intermunicipal collaboration frameworks and intermunicipal development plans, both of which will be mandatory for municipal neighbours through the *Modernized Municipal Government Act*, are effective tools to ensure that appropriate services and infrastructure are being funded regionally, while preserving local autonomy in reaching these decisions.
- As Alberta's large urban centers continue to grow, the AAMDC and impacted rural municipalities look forward to being involved in the development of specialized governance agreements (such as city charters). The impacts of decisions made for one municipality often spill beyond municipal boundaries with unforeseen impacts, so involving all impacted municipalities will make for a healthy and collaboratively-focused region.

- Subdivision appeal boards and the Municipal Government Board play key roles in handling disputes related to planning and developments.
- The Government of Alberta requires municipal plans to conform to regional plans under the Land-use Framework. Therefore, it is vital that municipalities be actively involved in the development of regional plans, and that regional plans respect the local decisions reached in existing municipal and intermunicipal plans.

How does the work of the AAMDC support the sustainability of municipal planning and development?

- The AAMDC has produced a position paper outlining the detrimental effects of forced regionalization and highlighting the importance of municipal autonomy (and voluntary collaboration) in intermunicipal land-use planning.
- The AAMDC participates in a number of initiatives related to planning and development including the overarching provincial Land-use Framework and the associated regional plans.

What current planning and development-related issues are impacting rural Alberta?

Land-use Framework

- Regional plans under the Land-use Framework will have an impact on municipal planning and development plans, and municipalities should be thoroughly consulted and engaged in the development of these plans.

Annexation/Dissolution

- Inter-municipal development plans should be required between two municipalities before one of the partnering municipalities pursues the annexation, amalgamation or dissolution process.
- Annexations and dissolutions are important tools to allow municipal structures to adapt to changing economic and demographic realities. However, it is vital that both of these processes consider the potential impacts on all involved municipalities and the region, not only those initiating the process.
- As non-contiguous additions to First Nations reserves will often impact municipal land use planning and may transfer municipally-controlled land to First Nations, impacted municipalities should have a strong voice in the reserve granting process.

Cost of Development

- The use of offsite levies (also known as development levies) should be expanded to provide greater flexibility to municipalities and ensure that municipalities are able to cover the capital costs of new facilities in new development areas.

Disaster Mitigation

- All land-use planning at the municipal level should consider possible environmental impacts, including the potential for flooding, wildfires and drought.
- Unprecedented flooding has resulted in legislative changes for land-use planning in flood prone areas. Most municipalities recognize the importance of avoiding flood-prone areas, these formalized changes need to be monitored for impacts and unintended consequences. These legislative changes have yet to be incorporated into the existing land-use framework.
- Municipal land-use bylaws must be amended to address legislative changes for planning in floodways.
- Flood mitigation efforts are timely and needed but must involve local governments and comprehensive consultation, and consider both environmental impacts and agriculture considerations.
- Flood mitigation planning should also address drought mitigation planning.
- Municipalities work with government, residents and landowners through programs such as FireSmart to plan and mitigate risks of wildfire.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to planning and development.

AAMDC reports specifically related to the position statements identified in this document include:

- ***Finding Local Solutions: Examining the Impacts of Forced Regionalization***

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Advocacy
**POSITION
 Statements**

Rural Economic
 Development

Alberta's economy is largely based on an array of industries that primarily operate in rural areas, such as resource development, forestry, and agriculture. In addition, small business, tourism, manufacturing, and value-added processing of natural resources and agriculture products have all gained importance in rural Alberta in recent years. In order to sustain this development, the Government of Alberta and rural municipalities can collaborate to promote rural communities as a great place to live, work, visit and invest.

What is the AAMDC's position on the importance of rural economic development?

- The natural resources and industrial development located in rural Alberta provide significant province-wide economic benefits.
- A strong rural economy not only benefits the province as a whole, but ensures that rural residents can continue to enjoy a high quality of life and rural communities remain viable.
- Rural economic development is strongly linked to healthy rural communities. To attract innovative and long-term economic development, rural communities must have reliable infrastructure and community services such as roads, bridges, health care, education, and broadband, among others.

What financial considerations do rural municipalities have with respect to rural economic development?

- Much of the industrial development that takes place in rural Alberta relies on the use of heavy equipment and frequent truck traffic, which strains and damages rural transportation infrastructure, resulting in significant costs for rural municipalities.
- Rural economic development helps to expand the municipal tax base so that rural residents can provide a wider range of services to their residents. These services enhance the overall quality of life in rural Alberta.
- Many of the industries that are prevalent in rural Alberta are unique in that they are seasonal in nature, have unpredictable work hours, and require flexibility in when work takes place. It is vital that any regulatory changes that may impact this flexibility be developed in consultation with employers and employees, as well as the municipalities that host such industries, as regulatory changes could have unforeseen local economic impacts.

What collaborative relationships are essential to encouraging rural economic development?

- In some cases, neighbouring municipalities may be able to develop collaborative economic development strategies to jointly attract investment and share benefits. The scope and frequency of collaborative economic development will likely be increased through the introduction of intermunicipal collaborative frameworks.
- Collaboration among the Government of Alberta and rural municipalities is essential to promoting the value of rural Alberta to those outside the province's borders, both as a place to live and a place to invest.
- Regular communication and collaboration among rural municipalities, the AAMDC, and industry associations will assist in developing a long-term relationship between industry and rural municipalities, in which needs, priorities, and concerns can be regularly shared.
- The work of regional economic development associations (REDAs) is vital to supporting the growth and sustainability of rural economies throughout Alberta.

How does the work of the AAMDC support rural economic development?

- Though advocacy efforts, the AAMDC works to increase awareness of the economic potential of rural Alberta, as well as the local challenges that industrial development presents for rural municipalities.
- The AAMDC regularly monitors proposed policy, regulatory, and legislative changes that may impact rural economic development, and provides the rural municipal perspective as to how such impacts could be mitigated.
- The AAMDC provides its members with a variety of aggregated business services, which assist in lowering municipal costs. This allows for AAMDC members to dedicate more resources to attracting investment and residents.

What current rural economic development-related issues are impacting rural Alberta?

Tourism

- Rural municipalities contain some of Alberta's most beautiful natural scenery and parks. A collaborative effort between the AAMDC and Government of Alberta is needed to promote the natural beauty and activities that is present across rural Alberta.

Rural Broadband

- Being connected to the digital economy is vital to community development. Many rural communities are limited to unreliable, obsolete, or overly expensive internet access. This not only harms the ability of rural municipalities to attract economic development, but also contributes to rural depopulation and harms community development more broadly.

Climate Leadership Plan

- The Government of Alberta's Climate Leadership Plan will lead to both challenges and opportunities in rural Alberta. It is vital that the Government of Alberta work with the AAMDC and rural municipalities to ensure that rural Alberta's economy is able to grow through renewable energy.

Rural Economic Development Action Plan

- The AAMDC supports actions identified in the Government of Alberta's *Rural Economic Development Action Plan* regarding the implementation of programs and policies targeted attracting and retaining people in rural Alberta.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to transportation and infrastructure.

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Advocacy
**POSITION
 Statements**

Transportation
 and
 Infrastructure

Rural roads and bridges are not only vital to local communities, but serve as important arteries to help Alberta's economy grow. AAMDC members are responsible for the largest road and bridge network of any stakeholder in the province. The building and maintenance of transportation infrastructure is the single biggest expense for most rural municipalities.

What is the AAMDC's position on the importance of having a municipal perspective on matters related to transportation and infrastructure?

- Rural municipalities manage the majority (77% or 173,226km) of Alberta's roads and bridges (61% or 8468). At a cost of between \$500,000 and \$1 million to construct one kilometre of road and a similar cost to construct a bridge, the costs of managing transportation infrastructure form a significant portion of rural municipal expenses.
- Rural Alberta's transportation network connects communities, provides rural Albertans with access to important community services (such as healthcare), and supports the province's tourism industry by connecting major highways to many of Alberta's parks and natural wilderness areas.
- Rural roads and bridges provide the oil and gas, forestry and agriculture industries with access to the natural resources that they depend on. A safe and viable rural road and bridge network is key to supporting the provincial economy.
- As the primary manager of bridges and roads in Alberta, rural municipalities should be thoroughly consulted before any changes are made to existing infrastructure grant programs, approval processes, or design standards.
- Industrial use of infrastructure creates significant damage that requires municipalities to allocate a level of financial and human resources not typical in urban areas.
- As transportation infrastructure funding continues to lag behind need, rural municipalities in many areas of the province have been forced to weight restrict or close bridges.

What financial considerations do rural municipalities have with respect to infrastructure construction and maintenance?

- Municipal taxation revenues alone are not sufficient to build and/or maintain rural municipal infrastructure networks and as a result municipalities face an increasing infrastructure deficit.
- Long-term, predictable funding from other levels of government is necessary to ensure the sustainability of rural Alberta's transportation network and the viability of rural communities.
- Municipal infrastructure funding programs developed by other levels of government must reflect rural infrastructure needs. Per capita funding distribution and merit-based distribution mechanisms that place rural municipalities in competition with higher-capacity urban municipalities do not adequately address rural needs.

What collaborative relationships are essential to rural municipalities in matters relating to transportation and infrastructure?

- Municipalities are in the best position to determine local infrastructure priorities and should be empowered to meet those priorities.
- In situations where industry benefits from the use of municipal roads and bridges, they should collaborate with municipalities by contributing to maintenance and replacement costs.
- The AAMDC looks forward to collaborating with the Government of Alberta to develop new parameters for the Strategic Transportation Infrastructure Program.

How does the work of the AAMDC support the sustainability of Alberta's transportation and infrastructure systems?

- The AAMDC advocates on behalf of rural municipalities for consistent funding processes that promote the sustainability and growth of rural transportation networks.
- Long-term capital planning and asset management initiatives are important tools to maximize municipal resources in the provision of infrastructure. The AAMDC encourages these efforts and works with various committees in support of this type of planning.
- The AAMDC encourages member municipalities to work collaboratively to find innovative, cost-effective solutions to their infrastructure needs (ex. cost sharing, use of own forces, alternative design).

What current transportation and infrastructure related issues are impacting rural Alberta?

Strategic Transportation Infrastructure Program

- The AAMDC is pleased that the Government of Alberta has committed to restoring funding to the Strategic Transportation Infrastructure Program (STIP) in the 2017-18 budget. Historically, STIP has included sub-components that provide municipalities with funding for local road bridges, resource roads, and community airports, all three of which are critical components of healthy rural communities.
- The AAMDC looks forward to collaborating with the Government of Alberta to design program parameters for STIP that will best meet the needs of rural municipalities.

Asset Management

- By properly monitoring the age and condition of infrastructure and developing a long-term plan for maintenance and replacement, municipalities will increase accountability and efficiency in managing their assets and improve service levels.
- Asset management is likely to become an important consideration in future grant funding programs, such as the Gas Tax Fund, which will include an asset management plan requirement in the next several years.
- Due to the long-term nature of asset management planning, it is critical to establish buy-in throughout the municipality, from council to front-line employees. The AAMDC's report, *Navigating the Asset Management Journey*, can help develop this buy-in.

Rail

- Rail lines are pervasive in rural municipalities and create different challenges than in urban areas.
- The transportation of hazardous materials by rail is increasing. This has resulted in a renewed focus on the oversight and safety of the rail industry.
- As a significant roadway authority in the province of Alberta, rural municipalities have a vested interest in any regulatory changes to railways (ex. at-grade crossings, information sharing).

Federal Infrastructure Support

- The AAMDC looks forward to working with the Federation of Canadian Municipalities to provide input to the federal government during the formation and implementation of new federal infrastructure support mechanisms such as the Canadian Infrastructure Bank and targeted funding for green infrastructure.

Provincial Highways

- In rural areas, provincially-managed highways are often vital links between communities. The AAMDC urges the Government of Alberta to provide consistent upkeep of rural highways, as their value to rural residents and the province's economy is significant. This upkeep should include regular maintenance on road surfaces, and the consistent provision of signage, such as mileage markers, for both convenience and safety purposes.

Community Airports

- In many rural and small urban municipalities, community airports provide an important link for industrial development, as well as serving as a hub for emergency services to fight wildfires or attend to seriously ill or injured rural residents. A return of provincial funding through the Strategic Transportation Infrastructure Program or other means would play a large role in maintaining rural Alberta's access to air travel.

For more information, visit www.aamdc.com for **reports** and an online, searchable **Resolution Database** which includes information on all active resolutions and emerging issues related to transportation and infrastructure.

AAMDC reports specifically related to the position statements identified in this document include:

- ***Study of High Speed Rail Impacts on Rural Alberta***
- ***Building a Highway Network – Who Pays for Highway Improvements as a Result of Development***

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Advocacy
**POSITION
 Statements**

Water

Water is a complex issue in Alberta. Water is needed for a wide array of purposes, ranging from supplying drinking water to industry use. Adding to this complexity are the environmental impacts associated with planning and development around water bodies and specific challenges that vary across jurisdictions in Alberta that include licensing, allocation, conservation and protection and planning for flooding and drought mitigation.

What is the AAMDC's position on the importance of having a municipal perspective related to water?

- Municipalities are responsible for land-use planning and environmental decisions where water bodies or wetlands are factors.
- Municipalities play a role in managing water systems that impact residents, business and industry.
- Citizens and businesses are often affected by severe weather events related to water (ex. drought or flooding) that become a municipal priority.

What financial considerations do rural municipalities have with respect to water resources?

- Water and wastewater infrastructure is costly and competes with the other priorities in municipalities.
- Adequate funding needs to be put into place to ensure Alberta's rural areas are guaranteed equitable access to safe and secure water as urban areas.
- Current funding for water and wastewater infrastructure does not reflect the unique needs of rural Alberta including delivering water to small growth areas or accessing regional water lines.
- Municipalities should have equitable opportunity to economic development benefits without being impeded by water access issues.

What collaborative relationships are essential to rural municipalities in relation to water?

- Water is a limited resource in high demand by multiple stakeholders including municipalities, industry and the environmental sector. Good communication and coordination is essential to enhancing effective water management practices.

- Effective service delivery requires strong working relationships with the provincial government (ex. Alberta Water Council), neighbouring municipalities, regional commissions, regulatory bodies and related service providers (ex. septage haulers).
- Effective collaboration requires specific roles. Decision makers must acknowledge and work with municipalities in their role as a primary authority regarding local water management. Similarly, municipalities must keep current and comply with the regulatory framework.
- To promote sound environmental stewardship, it is necessary to have coordinated legislation and jurisdiction surrounding the protection of water bodies and the environmentally sensitive areas adjacent to them.
- When weather events involving water occur, all levels of government and supporting agencies (ex. Red Cross, AEMA, AFSC) need to come together to protect and serve citizens.
- The AAMDC supports the recommended action identified in the Government of Alberta's *Rural Economic Development Action Plan* to empower collaborative planning for improved stability and predictability in response to water shortages.

How does the work of the AAMDC support the sustainability of water resources?

- The AAMDC positions itself to have a role in initiatives focused on sustainable practices for water management.
- Representing municipal concerns is a primary focus of the AAMDC's involvement as a member of the Alberta Water Council. This includes representation on the Lake Management and Aquatic Invasive Species project teams and the Source Water Protection Working Group.
- The AAMDC co-chairs the Drought and Excessive Moisture Advisory Group, which provides input to the Government of Alberta on how to prevent, mitigate, and respond to water-related disasters such as floods and droughts.

What current water-related issues are impacting rural Alberta?

Funding

- The Government of Alberta's decision to increase funding for the Water for Life program and the Alberta Municipal Water/Wastewater Partnership beginning in the 2016-17 budget year is an encouraging development in the provision of consistent and adequate funding for municipal infrastructure. This increased funding will greatly assist rural municipalities in upgrading and expanding water/wastewater services to rural residents and businesses.

- Rural municipalities have unique needs and funding programs need to recognize and address these infrastructure challenges (ex. water/wastewater system upgrades, servicing small growth areas, regional water lines).
- Any significant regulatory changes to municipal water management and distribution processes must be accompanied by reasonable funding to assist municipalities in implementation.

Allocation

- Municipalities located in the South Saskatchewan River Basin are faced with the reality of no new water licenses being issued by the Government of Alberta while areas in the northern part of the province have challenges accessing potable water for residents and meeting industry needs (ex. confined feeding operations).

Flooding and Drought

- Unprecedented flooding in 2013 has resulted in legislative changes for land-use planning in flood prone areas. Most municipalities recognize the importance of avoiding flood-prone areas, these formalized changes need to be monitored for impacts and unintended consequences.
- Flood and drought mitigation efforts are timely and needed but must involve local governments to promote effective land-use planning decisions and implement mitigation projects.
- Drought events can have devastating impacts on industries that rely on healthy moisture amounts, such as agriculture and forestry. Consistent communication between all levels of government, agriculture and forestry producers and other stakeholders is essential to provide timely information and solutions during these events.

Water Re-use

- There is increasing interest in examining the potential for water re-use, including clarifying definitions and identifying opportunities where resources could be re-used to address demand and allocation challenges.

The AAMDC website includes [reports](#) and an online, searchable [Resolution Database](#) which includes information on all active resolutions and emerging issues related to water.

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Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2016...

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

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$159.00	Next 4 Hours \$126.00	Next 4 Hours \$126.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.54 / km
July 4	Canada 150 Committee	X					50
July 5	ASB Provincial Committee	X	X				443
July 7	Canada 150 Committee	X					50
July 12	Regular Council				X		40
July 18	MPC	X					40
July 19	Canada 150 Committee	X					50
July 20	ASB Provincial Committee Conference call	X					0
July 26	Regular Council				X		40
July 27	Council Project Priorities	X					40
July 29	CTI Map production ASB Resolutions grading	X					40
July 28	Landcare Board	X					40

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Remuneration Calculation

9	Meetings @ \$159.00=	1431.00 ✓	833	Kms @ \$0.54=	449.82 ✓
1	Meetings @ \$126.00=	126.00 ✓		Lunch @ \$16.00=	
2	Meetings @ \$288.00=	576.00 ✓			
	Supervision=	550.00 ✓			
	TOTAL=	2683.00		TOTAL=	449.82

Signature {Councilor / Board Member} Jim Duncan

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of2016.....

Name of Councilor / Board MemberEARL GRAHAM.....

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 \$159.00	Next 4 Hours \$126.00	Next 4 Hours \$126.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.54 / km
Aug 11/16	APC	✓	✓				92
Aug 23/16	COUNCIL				✓		92
Aug 23/16	AG SOCIETY			✓			22
Aug 25/16	AG TOUR	✓	✓				45

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Remuneration Calculation

2	Meetings @ \$159.00=	318.00	251	Kms @ \$0.54=	135.54
2	Meetings @ \$126.00=	378.00		Lunch @ \$16.00=	
1	Meetings @ \$288.00=	288.00			
	Supervision=	550.00			
	TOTAL=	1534.00		TOTAL=	135.54

Signature {Councilor / Board Member}

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2016.....

Name of Councilor / Board Member Curt Mack

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 \$159.00	Next 4 Hours \$126.00	Next 4 Hours \$126.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.54 / km
Aug 5	SDAB	✓					70
Aug 23	Council				✓		70

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Remuneration Calculation

1	Meetings @ \$159.00=	<u>159.00</u>	140	Kms @ \$0.54=	<u>75.60</u>
	Meetings @ \$126.00=			Lunch @ \$16.00=	
1	Meetings @ \$288.00=	<u>288.00</u>			
	Supervision=	<u>550.00</u>			
	TOTAL=	<u>997.00</u>		TOTAL=	<u>75.60</u>

Signature {Councilor / Board Member} Curt Mack