

**CLEARWATER COUNTY  
COUNCIL AGENDA  
April 09, 2013**

**A. CALL TO ORDER**

**B. AGENDA ADOPTION**

**C. CONFIRMATION OF MINUTES**

1. March 26, 2013 Regular Meeting Minutes

**D. PUBLIC WORKS**

1. Bylaw 971/13 Elliot

**E. AGRICULTURE SERVICES & LANDCARE**

1. Update

**F. CORPORATE SERVICES**

1. Tax Rate Bylaw 974/13

**G. MUNICIPAL**

1. M.D. Bighorn Joint Council Meeting

**H. COMMUNITY AND PROTECTIVE SERVICES**

1. Discussion Issues for Canadian Association of Petroleum Producers [CAPP] Roundtable
2. Use of Firearms Policy
3. Municipal Recreation/Tourism Areas Grant
4. Clearwater County/Environment & Sustainable Resource Development Wildfire Exercise

**I. IN CAMERA**

1. Draft Tax Rate Bylaw – ***Report To Follow***
2. Wetaskiwin Revenue Sharing Negotiations
3. Reserve Transfers
4. Nordegg Historical Society
5. Nordegg Land Development

**J. INFORMATION**

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

**K. COMMITTEE REPORTS**

**L. ADJOURNMENT**

## ***TABLED ITEMS***

| <b><u>Date</u></b> | <b><u>Item, Reason and Status</u></b>   |
|--------------------|---|
| 04/10/12           | <b>Arbutus Hall Funding Request</b> <ul style="list-style-type: none"><li>• To allow applicant to provide a complete capital projects plan.</li></ul> <b>STATUS: Pending Information, Community and Protective Services</b> |
| 03/26/13           | <b>South East Recreation Grounds</b> <ul style="list-style-type: none"><li>• To allow completion of engineer's report</li></ul> <b>STATUS: Pending Information, Community and Protective Services</b>                       |

## ***FOLLOW UP***

| <b><u>Date</u></b> | <b><u>Resolution Item, Action Required and Department</u></b>   |
|--------------------|---|
| 12/03/13           | <b>091/13 Bylaw 972/13 Williamson</b> <ul style="list-style-type: none"><li>• Second Reading</li></ul> <b>DEPARTMENT:</b> Planning & Development  |
| 26/03/13           | <b>107/13 Community Hall and Community Group Insurance Policy</b> <ul style="list-style-type: none"><li>• Review insurance coverage re Rocky Stampede Association</li></ul> <b>DEPARTMENT:</b> Corporate Services |



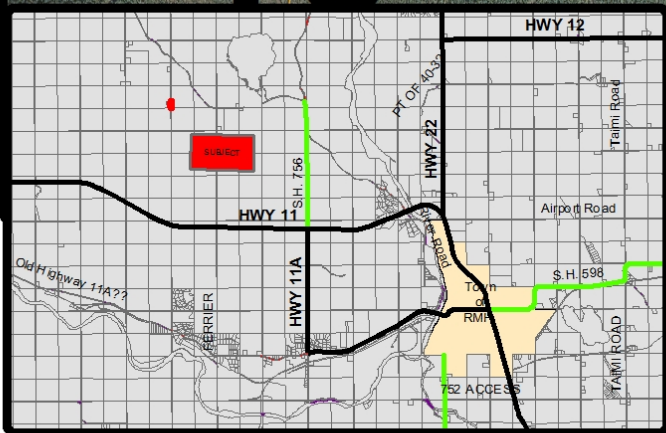
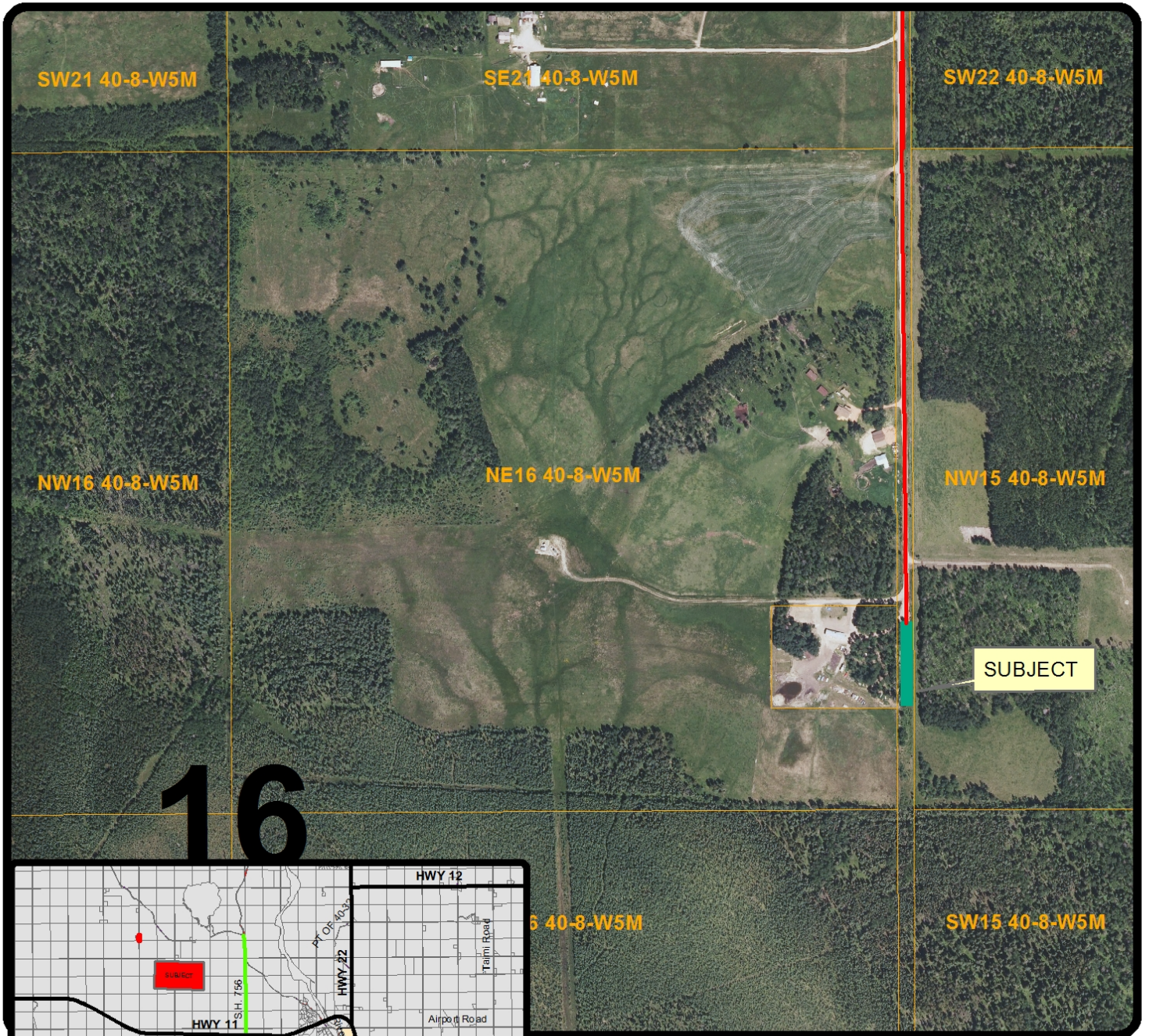
## Agenda Item

|   |   |
|---|---|
| <b>Project:</b> Permitting of Road Allowance which lies south of Range Road 8-3 between NE-16-40-8 W5M and NW-15-40-8 W5M (approximately 100 meter/0.50 acres more or less).  |   |
| <b>Presentation Date:</b> April 9, 2013   |   |
| <b>Department:</b> Public Works   | <b>Author:</b> Michelle Marshall  |
| <b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation   |   |
| <b>Strategic Area:</b> Quality of Life  | <b>Goal:</b> Continue to evaluate, plan and support the recreation, culture and leisure needs within the Rocky/ Caroline/ Clearwater community. |
| <b>Legislative Direction:</b> <input type="checkbox"/> None<br><input type="checkbox"/> Provincial Legislation (cite) _____<br><input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>By-law 971/13</u> |   |
| <b>Recommendation:</b> That Council gives first reading to By-law No. 971/13, with a Public Hearing to be held on May 14, 2013.   |   |
| <b>Attachments List:</b> Request Letter from Todd Elliot<br>Map of Requested Road Allowance<br>By-law No. 971/13  |   |

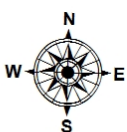
**Background:** Todd Elliot has requested the use of the road allowance which lies between NE-16-40-8 W5M & NW-15-40-8 W5M (approximately 100 meter/ 0.50 acres more or less) for the purpose of grazing for donkeys.

Attached you will find a copy of the letter from Mr. Elliot, as well as a copy of the associated bylaw.





**Request to Lease Road Allowance  
 James Elliot  
 All that portion lying south RGE RD 8-3  
 Between N.E. 16 and N.W. 15-40-8 W5  
 adjacent to Elliot Acreage  
 100 Meters +/-  
 0.50 Acres**





Notes

# REQUEST TO Lease Road Allowance

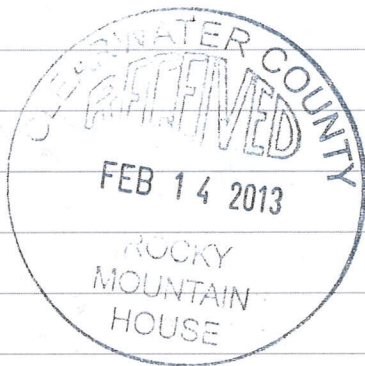
I Todd J Elliott do hereby Request to lease the Road allowance adjacent to my property NE 16 1/4 18 15 for the purpose of Grazing land. This Road allowance is at the end of a no exit Road and I dont see any problems that could arise, IF anything I feel it would be beneficial as it is a bit of a fire hazard at certain times of the year. I have read and fully understand the Rules and Regulations regarding this lease

Thank you for your time

Todd Elliott

Dated Feb 14 2013

(403) 845. 2573  
 (403) 846. 8999



**BY-LAW NO. 971/13**

A By-law of the Clearwater County, Province of Alberta, for the purpose of granting a permit for the temporary occupation or use of a road allowance in accordance with the Highway Traffic Act, Chapter H-7, Revised Statutes of Alberta, 1980, Section 16, 1, (Q).

WHEREAS, the lands hereafter described are no longer required for public travel and;

WHEREAS, application has been made to Council to have the highway temporarily occupied or used.

NOW, THEREFORE, be it resolved that the Clearwater County Council, in the Province of Alberta, does hereby authorize the following roadway for temporary occupation or use subject to rights of access granted by other legislation or regulations and relevant County Policy.

**That portion lying south of Range Road 8-3 between  
NE 16-40-8 W5M and NW-15-40-8 W5M  
(approximately 0.50 acres more or less).**

**Excepting thereout all mines and minerals.**

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2013.

\_\_\_\_\_  
**REEVE**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_ A.D., 2013

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2013.

READ A THIRD AND FINAL TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2013.

\_\_\_\_\_  
**REEVE**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**



## Agenda Item

|  |  |
|--|--|
| <b>Project:</b> Update   |  |
| <b>Presentation Date:</b> April 9 2013   |  |
| <b>Department:</b> Agricultural Services   | <b>Author:</b> Matt Martinson                          |
| <b>Budget Implication:</b> <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation  |  |
| <b>Strategic Area:</b> Land and economic development   | <b>Goal:</b> #4 – Enhance environmental sustainability |
| <b>Legislative Direction:</b> <input checked="" type="checkbox"/> None<br><input type="checkbox"/> Provincial Legislation (cite) _____<br><input type="checkbox"/> County Bylaw or Policy (cite) _____   |  |
| <b>Recommendation:</b> That Council accepts the following report as information.   |  |
| <b>Background:</b><br><br><b><u>Landcare</u></b><br><br>We have received the results from last summer's riparian health assessments in the Medicine River Watershed. Staff is currently going through the report but the preliminary information is very positive. The same sites were assessed in 2004, and there are significant improvements noted in comparison to last summer's assessment. The complete report will be available on our website after the wrap up phase of the project is completed. The 2012 assessments were funded through an Alberta Stewardship Network Grant with matching funding from Cows and Fish who were contracted to complete the work. We have received another grant to complete more riparian health assessments in 2013 within the Prairie Creek watershed. This spring we are planning on running hard wood cutting trials to assess the value and viability of planting native aspen and willow species from cuttings. This information will be helpful for both landcare and vegetation management programs.<br><br><b><u>Vegetation Management</u></b><br><br>Spring Brushing is underway as well as the first notifications for the long term brushing plan as outlined in our new brushing policy. Along with these notifications significant awareness efforts have and will continue to be undertaken to inform the public of the new brushing policy utilizing our website, the local newspapers and our county newsletter. |  |



**Agricultural Programs**

We are approaching our busy time for weed and pest programs, and staff is busy preparing. A significant overhaul of our Custom Spraying equipment, including the sprayers and water truck, is currently underway which will make the equipment safer and more efficient. Staff has also completed the construction of a new community pasture sprayer bringing the fleet to six units. The new sprayer will be located in the James River community. This unit will fill a large gap in access for James River residents as well take significant pressure off of the Caroline sprayer making it more accessible to that community.





## Agenda Item

|   |                               |
|---|-------------------------------|
| <b>Project: 2013 Property Tax By-law</b>  |                               |
| <b>Presentation Date: April 9,2013</b>  |                               |
| <b>Department: Assessment and Revenue</b>   | <b>Author: Denniece Crout</b> |
| <b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation   |                               |
| <b>Strategic Area:</b>  | <b>Goal:</b>                  |
| <b>Legislative Direction:</b> <input type="checkbox"/> None<br><input checked="" type="checkbox"/> Provincial Legislation (cite) <u>MGA Section 353</u><br><input type="checkbox"/> County Bylaw or Policy (cite) _____   |                               |
| <b>Recommendation: Accept the information as presented and pass the attached Tax Rate By-law. In addition, if it is Council's intention to defer the due date for farmland assessed property taxes to December 16, 2013 please provide a resolution to that effect.</b>   |                               |
| <b>Background:</b><br><br>Attached is the 2013 Tax Rate and Minimum Tax By-Law for your consideration. As you are aware, the minimum tax of \$25 was implemented in 2008 and is intended to eliminate tax bills that are under that amount.<br><br>As usual, changes in the Assessment figures between last year and this year have an impact on the tax rate. Overall, County assessments saw a net increase; this is primarily due to the oil and gas sector which saw growth above the provincial average. The Provincial education requisition for 2013 has increased by \$930,856 to \$16,247,543 from \$15,316,687 and this has had an effect on the net tax rate. The non-residential and the M&E rates in the attached by-law include the highway levy.<br><br>The by-law will require three (3) readings. If approved, the taxes will be levied beginning April 24, 2013. Printing will follow with distribution of the notices by mail, this will conclude roughly by May 17, 2013. The public will then have sixty (60) days after mailing to submit appeals pertaining to the assessed value, ending the appeal period approximately on July 17, 2013.<br><br>The by-law is self-explanatory; however, the following is comparative information to offer further explanation: |                               |



- The 2013 Residential municipal tax rate has seen no change from 2012.
  - a. Residential – .0024557 Tax Rate (2012 and 2013)
  
- The 2013 Farmland municipal tax rate has increased by 2% from 2012
  - a. Farmland - .0038516 Tax Rate(2013); .0037761 Tax Rate (2012)
  
- Non-residential, Machinery & Equipment, and Linear rates have increased 2% from 2012.
  - a. Non-residential, M&E, and Linear – .0067618 Tax Rate (2013); .0066292 Tax Rate (2012)
  
- The Provincial Education live tax rates:
  - a. Residential and Farmland – .0027297 Tax Rate (2013); .0024358 Tax Rate (2012)
  - b. Non-residential and Linear – .0036303 Tax Rate (2013); .0037149 Tax Rate (2012)
  - c. Uncollectible School Tax Rate - - .0000019 Tax Rate (2013); .0000084 Tax Rate (2012). \*Note: this rate is calculated based upon prior years' uncollected amounts.
  
- Westview Lodge Tax Rate - .0000687 Tax Rate (2013); 0.000686 Tax Rate (2012)

Please review the attached by-law. Should you have questions, I would be happy to address them during the Council meeting.

**Clearwater County  
By-law No. 974/13**

**A by-law to authorize the rates of taxation to be levied against assessable property within Clearwater County, in the Province of Alberta, for the 2013 taxation year.**

**WHEREAS**, Clearwater County has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on January 8 2013; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for Clearwater County for 2013 total \$46,736,176; and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$11,118,530, and the balance of \$35,617,646 is to be raised by general municipal taxation; and

**WHEREAS**, the requisitions are:

|                                       |                     |
|---------------------------------------|---------------------|
| Alberta School Foundation Fund (ASFF) |                     |
| Residential and Farmland              | \$4,213,270         |
| Non-Residential                       | <u>\$11,849,051</u> |
|                                       | \$16,062,321        |
| <br>                                  |                     |
| Opted Out School Boards               |                     |
| Residential and Farmland              | \$48,585            |
| Non-Residential                       | <u>\$136,637</u>    |
|                                       | \$185,222           |
| <br>                                  |                     |
| Total School Requisitions             | \$16,247,544        |
| <br>                                  |                     |
| Uncollectable School (Recovery)       | (9380)              |
| <br>                                  |                     |
| Seniors Foundation                    | \$436,769           |

**WHEREAS**, the Council of Clearwater County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures are the requisitions; and

**WHEREAS**, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act (MGA), Chapter M-26, Revised Statutes of Alberta, 2000; and

**WHEREAS**, the assessed value of all property in Clearwater County as shown on the assessment roll is:

|                       | <u>Assessment</u>  |
|-----------------------|--------------------|
| Residential           | \$1,499,143,830    |
| Non-residential       | 3,325,179,210      |
| Farmland              | 57,993,400         |
| Machinery & Equipment | 1,476,500,570      |
| Exempt                | <u>125,195,360</u> |
|                       | \$6,484,012,370    |

**NOW THEREFORE**, under the authority of the Municipal Government Act (MGA), the Council of Clearwater County, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of Clearwater County:

|                            | <b>Tax Levy</b> | <b>Assessment</b> | <b>Tax Rate</b> |
|----------------------------|-----------------|-------------------|-----------------|
| Municipal                  |                 |                   |                 |
| Residential                | \$3,681,448.    | \$1,499,143,830   | .0024557        |
| Non-residential            | \$22,484,197.   | \$3,325,179,210   | .0067618        |
| Farmland                   | \$223,367.      | \$57,993,400      | .0038516        |
| M&E                        | \$9,983,802.    | \$1,476,500,570   | .0067618        |
| ASFF                       |                 |                   |                 |
| Residential/Farmland       | \$4,202,062.    | \$1,539,385,865   | .0027297        |
| Non-residential            | \$11,869,360.   | \$3,269,525,947   | .0036303        |
| Opted-Out School Boards    |                 |                   |                 |
| Residential/Farmland       | \$48,456.       | \$17,751,365      | .0027297        |
| Non-residential            | \$136,871.      | \$37,702,403      | .0036303        |
| School Uncollectable Taxes | (\$9,242)       | \$4,864,365,580   | -.0000019       |
| Westview Lodge             | \$436,852.      | \$6,358,817,010   | .0000687        |

2. The minimum amount payable as property tax for general municipal purposes shall be \$25.00.
3. That this bylaw shall take effect on the day of the third and final reading.

Read a first time on this \_\_\_\_ day of \_\_\_\_\_, 2013.

Read a second time on this \_\_\_\_ day of \_\_\_\_\_, 2013.

Read on third time and passed on this \_\_\_\_ day of \_\_\_\_\_, 2013.

Clearwater County

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





## Agenda Item

|   |  |
|---|--|
| <b>Project: Meeting with M.D. of Bighorn</b>  |  |
| <b>Presentation Date: April 9, 2013</b>   |  |
| <b>Department: CAO</b>  | <b>Author: Ron Leaf</b>  |
| <b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation   |  |
| <b>Strategic Area: Intergovernmental Relations, Revenue</b>   | <b>Goal: Meet with adjoining Council's at least once per term to discuss items of joint interest or significance</b> |
| <b>Legislative Direction:</b> <input type="checkbox"/> None<br><input type="checkbox"/> Provincial Legislation (cite) _____<br><input type="checkbox"/> County Bylaw or Policy (cite) <u>Strategic Plan</u> |  |
| <b>Recommendation: That Council reviews the discussion topics outlined below, amends if required, and accepts the identified topics for the April 15 Joint Council meeting agenda.</b>                      |  |
| <b>Attachments List:</b>  |  |

**Background:** On April 4<sup>th</sup> Martin Buckley (CAO – M.D. Bighorn) and I discussed our Councils' upcoming meeting. We wish to recommend the following as topics for discussion during that meeting:

- 1) Update on the CAO meeting with the Assistant Deputy Ministers of: ESRD, Solicitor General and, Tourism, Parks & Recreation.  
As Council is aware the CAOs from Yellowhead County, M.D. of Bighorn and Clearwater County met on April 5 with three of the ADMs from the above noted Provincial Ministries. Martin and I will provide a summary of our discussions and the anticipated direction of the three departments in relation to management of recreational use on crown land.
- 2) Provincial policies  
Martin and I discussed some of the impacts that certain provincial policies are having on municipal operations (e.g. requirements for obtaining crown leases, environmental assessments on road disturbances within road allowances within crown properties, etc.) and believe there is value in exchanging information on how we are separately being impacted and discuss whether there is merit in jointly requesting clarification or, potentially, lobbying provincial departments together or submitting a resolution for consideration by the AAMDC membership.
- 3) Municipal taxation policies/assessment base  
M.D. Bighorn also derives a significant portion of their taxes from non-residential property and Martin and I felt there would be value in the Councils discussing their respective views and concerns around the challenges and opportunities that arise from this type of situation.



## Agenda Item

|  |                            |
|--|----------------------------|
| <b>Project: Canadian Association of Petroleum Producers Roundtable</b>   |                            |
| <b>Presentation Date: April 9<sup>th</sup>, 2013</b>   |                            |
| <b>Department: Community and Protective Services</b>   | <b>Author: Mike Haugen</b> |
| <b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation  |                            |
| <b>Strategic Area: Quality of Life</b>   | <b>Goal:</b>               |
| <b>Legislative Direction:</b> <input checked="" type="checkbox"/> None<br><input type="checkbox"/> Provincial Legislation (cite) _____<br><input type="checkbox"/> County Bylaw or Policy (cite) _____ |                            |
| <b>Recommendation: 1. That Council authorize a Councillor(s) to attend the April 19<sup>th</sup> Roundtable; and,<br/>2. That Council determines main areas of feedback to give at the event.</b>      |                            |
| <b>Attachments List: None</b>  |                            |

### Background:

Staff understands that a number of councillors have received invitations to a meeting in Rocky Mountain House hosted by the Canadian Association of Petroleum Producers (CAPP). The roundtable discussion is to occur on April 19<sup>th</sup> from 12 – 2:00 in Rocky Mountain House.

In addition to confirming councillor attendance, staff recommends that Council determine its main areas of feedback to give to CAPP during the event. Staff suggests that Council may wish to consider items such as:

- Industry impacts on community (e.g. weights, dust, quantity of trips, impact public safety, etc.);
- Industry need to coordination of operations between different companies in terms of drilling and operational activities; and,
- Any others that Council may wish to add.

Staff recommends that Council confirm councillors' attendance and directs staff to provide an issues summary to CAPP.



## Agenda Item

|  |                             |
|--|-----------------------------|
| <b>Project: Rescind Clearwater County Use of Firearms Policy</b>   |                             |
| <b>Presentation Date: April 9, 2013</b>  |                             |
| <b>Department: Community and Protective Services</b>   | <b>Author: Terri Miller</b> |
| <b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation  |                             |
| <b>Strategic Area:</b>   | <b>Goal:</b>                |
| <b>Legislative Direction:</b> <input type="checkbox"/> None<br><input type="checkbox"/> Provincial Legislation (cite) _____<br><input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Use of Firearms (Shotguns)</u> |                             |
| <b>Recommendation: That Council Rescind Use of Firearms Policy</b>   |                             |
| <b>Attachments List: Use of Firearms Policy</b>  |                             |

### Background:

In 2002 Council approved a resolution to make application to the Solicitor General Department for the Community Peace officers to carry shotguns in their vehicles for animal disposal complaints within the County.

The attached policy was approved by Council in October of 2002 and to date has not been enacted within the Community Peace Officer program.

At this time staff would like to request that this policy be rescinded by Council as it is not the intention of staff to pursue the use of firearms at this time.

# Clearwater County

## USE OF FIREARMS

**EFFECTIVE DATE:** October 2002

**SECTION:** Public Works

### **POLICY STATEMENT:**

The Council of Clearwater County recognizes the need for Special Constables to carry firearms in the County vehicles while on duty for the purpose of using these firearms in situations such as putting down an animal which has been badly injured and rendered helpless and should be destroyed.

County Council approved a resolution at its meeting held August 13, 2002 to make application to the Alberta Solicitor General to permit the Constabulary to carry firearms in their vehicles to be used primarily for animal control and associated humane reasons.

Clearwater County shall maintain a Firearms Purchase and Acquisition Certificate under the Canadian Firearms Act.

### **PROCEDURE:**

1. The County may issue a firearm and ammunition to Special Constables (employee) who may be required to destroy dangerous or injured animals.
  - a) The firearm is of the 5.56 mm caliber.
  - b) The firearm has been inspected and approved by a certified Gunsmith.
  - c) The firearm shall meet provincial standards.
  - d) The employee is eligible to be issued a firearm.
2. The issue of any firearm to an employee is conditional upon:
  - a) Satisfactorily completing a training course approved by the Solicitor General's Department;
  - b) The Special Constable successfully qualifying for the use of the firearm in accordance with this policy.
  - c) Approval from the Law Enforcement Division of the Solicitor General's Department.

### **AMMUNITION:**

3. No ammunition other than factory load ammunition shall be used by employees during the course of their duties.
4. The Special Constables will be responsible to ensure that there is on hand in the department, at all times, a stock of ammunition adequate to meet training and operational requirements.



**STORAGE, HANDLING AND TRANSPORTATION:**

Storage, handling and transportation shall comply with the Federal Firearms Act and Alberta Provincial Law Enforcement Standards.

5. When firearms and/or ammunition are in the office:
  - a) Firearms will be stored in a locked cabinet or room;
  - b) Ammunition will be stored in a locked cabinet or room separate from the firearms.
6. When firearms and/or ammunition are transported in a vehicle they shall be stored within an approved locking device complying with Alberta Provincial Law Enforcement Standards for transportation.

**INSPECTION:**

7. Whoever inspects a Special Constable firearm shall be qualified and meet the requirements of the Firearms Act.
8. The Director of Public Works will arrange for the annual inspection of all firearms being utilized.
  - a) All firearms shall be maintained according to the Provincial Law Enforcement Standards.
  - b) Inspection will be conducted to determine whether or not the firearm is being maintained in a safe, clean and serviceable manner.
  - c) Following inspection, the condition and the apparent manner of maintenance of the firearm shall be recorded.
  - d) Special Constables will inspect each others firearm. The Public Works Director may direct to have a qualified gun smith perform the inspection.
  - e) Such inspections maybe called more often as directed by the Public Works Director.

**REPORT OF DISCHARGES:**

9. Any Special Constable who discharges a firearm while on duty shall;
  - a) Complete a standard occurrence report outlining the circumstances under which the firearm was used.
  - b) Report all discharges other than training to the primary police agency in Clearwater County.
  - c) Document in diary when the firearm is removed from the vehicle securing device, but not discharged, other than for servicing/maintenance of the firearm or vehicle and being removed for alternate storage. (i.e.: removed from vehicle storage and moved to office storage and vice versa)

**RECALL OF FIREARMS:**

10. An issued firearm may be removed from an employee's possession when:

- a) The employee is found to have used a firearm in a manner which is irresponsible or unsafe;
- b) An inspection of his/her firearm reveals that it is not being maintained in a safe, clean and serviceable manner.

11. When a firearm has been removed from an employee's possession, as per Section 10, the firearm will not be returned to him/her until the circumstances which resulted in such action being taken have been reviewed by the Review Panel made up of the CAO and the Director of Public Works.

- a) Upon reviewing the circumstances of a particular case, the Panel shall decide for or against the re-issue of the firearm.
- b) The Panel may implement conditions which must be met by the employee before a firearm is re-issued.

**QUALIFICATION:**

12. All County employed Special Constables will be required to undergo annual firearm testing in accordance to a standard approved by the Solicitor General.



## Agenda Item

|   |  |
|---|--|
| <b>Project:</b> Municipal Recreation/Tourism Areas Grant  |  |
| <b>Presentation Date:</b> April 9, 2013   |  |
| <b>Department:</b> Community & Protective Services  | <b>Author:</b> Trevor Duley/Tyler McKinnon |
| <b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation   |  |
| <b>Strategic Area:</b> N/A  | <b>Goal:</b> N/A                           |
| <b>Legislative Direction:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite)<br><input type="checkbox"/> County Bylaw or Policy (cite) _____ |  |
| <b>Recommendation:</b> That Council accepts the information as presented.   |  |

**Background:** The Province of Alberta through the Alberta Sport, Recreation, Parks and Wildlife Foundation has provided a Municipal Recreation/Tourism Areas (MR/TA) grant program since 1981. The grant is designed to provide funding for the maintenance and operations of campgrounds and was initially designed to be available to a recipient campground for 25 years from the first date of funding.

Clearwater County has historically received this grant funding from the Province on behalf of the Cow Lake, Burnstick Lake and Open Creek Dam campgrounds. Clearwater County holds the recreation leases, and applies on the campground's behalf. Each campground has received annual Provincial grant funding in the amount of \$8,000.00. Open Creek Dam and Burnstick Lake campgrounds had reached their 25 year term limit several years ago, but the Province had continued providing annual funding to them. Cow Lake—the third campground, will be reaching their 25 year term limit in 2013.

Clearwater County administration has been advised that the Province's funding for the Alberta Sport, Recreation, Parks and Wildlife Foundation was decreased by \$2 million in the 2013 Provincial budget. As a result, the Foundation will no longer provide MR/TA grant funding for campgrounds that have reached their 25 year milestone. Therefore, the three campgrounds that Clearwater County has previously applied for funding for will no longer receive annual funding from this source. Representatives from the three campgrounds have been advised and were asked to submit their final grant reporting documents to satisfy the Province's grant reporting requirements.

Staff will continue to provide Council with impacts of the Provincial budget as they become known.





## Agenda Item

|  |   |
|--|---|
| <b>Project: County/ESRD Wildfire Exercise</b>  |   |
| <b>Presentation Date: April 9<sup>th</sup>, 2013</b>   |   |
| <b>Department: Community and Protective Services</b>   | <b>Author: Mike Haugen</b>  |
| <b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation  |   |
| <b>Strategic Area: Quality of Life</b>   | <b>Goal: Evaluate and plan the current public safety and emergency services needs within the broader Rocky/Caroline/Clearwater community.</b> |
| <b>Legislative Direction:</b> <input checked="" type="checkbox"/> None<br><input type="checkbox"/> Provincial Legislation (cite) _____<br><input type="checkbox"/> County Bylaw or Policy (cite) _____ |   |
| <b>Recommendation: That Council accept this report as information</b>  |   |
| <b>Attachments List: NA</b>  |   |

### Background:

On April 4<sup>th</sup>, 2013 Clearwater County jointly hosted a tabletop exercise with ESRD. The simulated event was a large wild land fire in the Ferrier area. This simulated event grew out of control and burned in a south-east direction threatening the Town of Rocky Mountain House and crossing the river into the Cow Lake area. In addition to the ESRD Fire Control Centre participating, the County activated our own Emergency Operations Centre and the ASB Meeting room was utilized to simulate a separate Incident Command Post.

The event was designed to test both County and ESRD emergency response plans as well as focus on how well participants were able to communicate and collaborate to deal with the event. Participants in the event included:

- Clearwater County
  - Community and Protective Services
  - Community Peace Officers
  - Public Works



- Agricultural Services and Landcare
- Clearwater Regional Fire Rescue Services
- Corporate Services
  
- Alberta Environment and Sustainable Resource Development
- Town of Rocky Mountain House
- Wild Rose School Division
- Rocky Rural Electrification Association
- Rocky Gas Coop
- Penn West
- Suncor

Initial impressions are that the event went very well. Internally, County staff will be meeting to conduct a more detailed assessment of the event and make recommendations. The event facilitator, provided by ESRD will also be compiling a report which will be presented to the CREMA committee at a future meeting. This report will contain an analysis of the response and provide recommendations to assist with future responses.

# Clearwater County

## Councilor and Board Member Remuneration Statement

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

Name of Councilor / Board Member .....**Pat Alexander**.....

Payment Periods

|           |                 |          |          |
|-----------|-----------------|----------|----------|
| January   | <u>February</u> | 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<br>\$149.00 | Next 4 Hours<br>\$119.00 | Next 4 Hours<br>\$119.00 | Regular Council<br>Meeting \$271.00 | Lunch \$16.00 | Mileage @<br>\$0.54 / km |
|--------|--------------------------|---------------------------|--------------------------|--------------------------|-------------------------------------|---------------|--------------------------|
| Feb 4  | <b>Economic Summit</b>   | X                         |                          |                          |                                     |               | 74                       |
|        | <b>Credit Union</b>      |                           | X                        |                          |                                     |               |                          |
| Feb 6  | <b>Med River</b>         | X                         |                          |                          |                                     |               | 70                       |
| Feb 8  | <b>Zone Meeting</b>      | X                         | X                        |                          |                                     |               | 124                      |
| Feb 11 | <b>CGI + ERCB</b>        | X                         | X                        |                          |                                     |               | 74                       |
| Feb 12 | <b>Council</b>           |                           |                          |                          | X                                   |               | 74                       |
| Feb 14 | <b>AAMDC Conf.</b>       | X                         |                          |                          |                                     |               |                          |
| Feb 15 | <b>CREMA</b>             | X                         |                          |                          |                                     |               |                          |
|        | <b>Economic Summit</b>   |                           | X                        | X                        |                                     |               | 74                       |
| Feb 19 | <b>NSWA Conf.</b>        | X                         |                          |                          |                                     |               |                          |
| Feb 20 | <b>NSWA</b>              | X                         | X                        | X                        |                                     | X             | 390                      |
| Feb 21 | <b>CPO</b>               | X                         |                          |                          |                                     |               | 74                       |
| Feb 22 | <b>Town Meet+Greet</b>   | X                         |                          |                          |                                     |               | 74                       |
| Feb 25 | <b>CGI</b>               | X                         | X                        |                          |                                     |               | 74                       |
| Feb 26 | <b>Council</b>           |                           |                          |                          | X                                   |               | 74                       |

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### Remuneration Calculation

|    |                      |                |      |                  |               |
|----|----------------------|----------------|------|------------------|---------------|
| 12 | Meetings @ \$149.00= | 1788.00 ✓      | 1250 | Kms @ \$0.54=    | 675.00 ✓      |
| 9  | Meetings @ \$119.00= | 1071.00 ✓      | 1    | Lunch @ \$16.00= | 16.00 ✓       |
| 2  | Meetings @ \$271.00= | 542.00 ✓       |      |                  |               |
|    | Supervision=         | 850.00 ✓       |      |                  |               |
|    | <b>TOTAL=</b>        | <u>4251.00</u> |      | <b>TOTAL=</b>    | <u>691.00</u> |

Signature {Councilor / Board Member}

