

**CLEARWATER COUNTY
COUNCIL AGENDA
June 25, 2013**

**1:15 Public Hearing – Land Use Amendment Bylaw 964/12 and Area Structure Plan
Bylaw 975/13 – Metaldog Industrial Park**

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. June 11, 2013 Regular Meeting Minutes

D. PUBLIC WORKS

1. Cancellation of a portion of FRD 630023 (Meadow Saunders Rd)
2. Proposed Road Tour

E. AG SERVICES & LANDCARE

1. Director's Report

F. CORPORATE SERVICES

1. County Operating Report to May 31, 2013

G. COMMUNITY AND PROTECTIVE SERVICES

1. EMS Dispatch Consolidation Consultation – Verbal
2. Physician Recruitment & Retention Society: 2014 Rural & Remote Medicine Course
3. Rocky Mountain House Arena Renovation and Expansion
4. Reeves Economic Summit: Oil & Gas Working Group Report

H. MUNICIPAL

1. Kurt Browning Arena Expansion Agent Agreement
2. Wetaskiwin Revenue Sharing Agreement

I. PLANNING & WEST COUNTRY

1. First Reading Land Use Amendment Bylaw 979/13 – Grandview Stage Resort
2. 1:15 Public Hearing Land Use Amendment Bylaw 964/12 and Area Structure Plan
Bylaw 975/13 – Metaldog Industrial Park

J. COMMITTEE REPORTS

K. INFORMATION

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

L. ADJOURNMENT

TABLED ITEMS

Date

Item, Reason and Status

04/10/12

Arbutus Hall Funding Request

- To allow applicant to provide a complete capital projects plan.

STATUS: Pending Information, Community and Protective Services



Agenda Item

Project: Cancellation of a portion of FRD 630023 (Meadow Saunders Rd) from SE-34-39-12 W5M to SE-23-40-13 W5M	
Presentation Date: June 25 th , 2013	
Department: Public Works	Author: Michelle Marshall
Budget Implication: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: Council provides staff with approval allowing the cancellation process to be completed through Alberta Sustainable Resources.	
Attachments List: Map outlining the affected area of FRD 630023	

Background: As you maybe aware in 1995 the Province and Clearwater County entered into an agreement where as a number of west country roads that were formally under the control of the province came under the control and jurisdiction of Clearwater County.

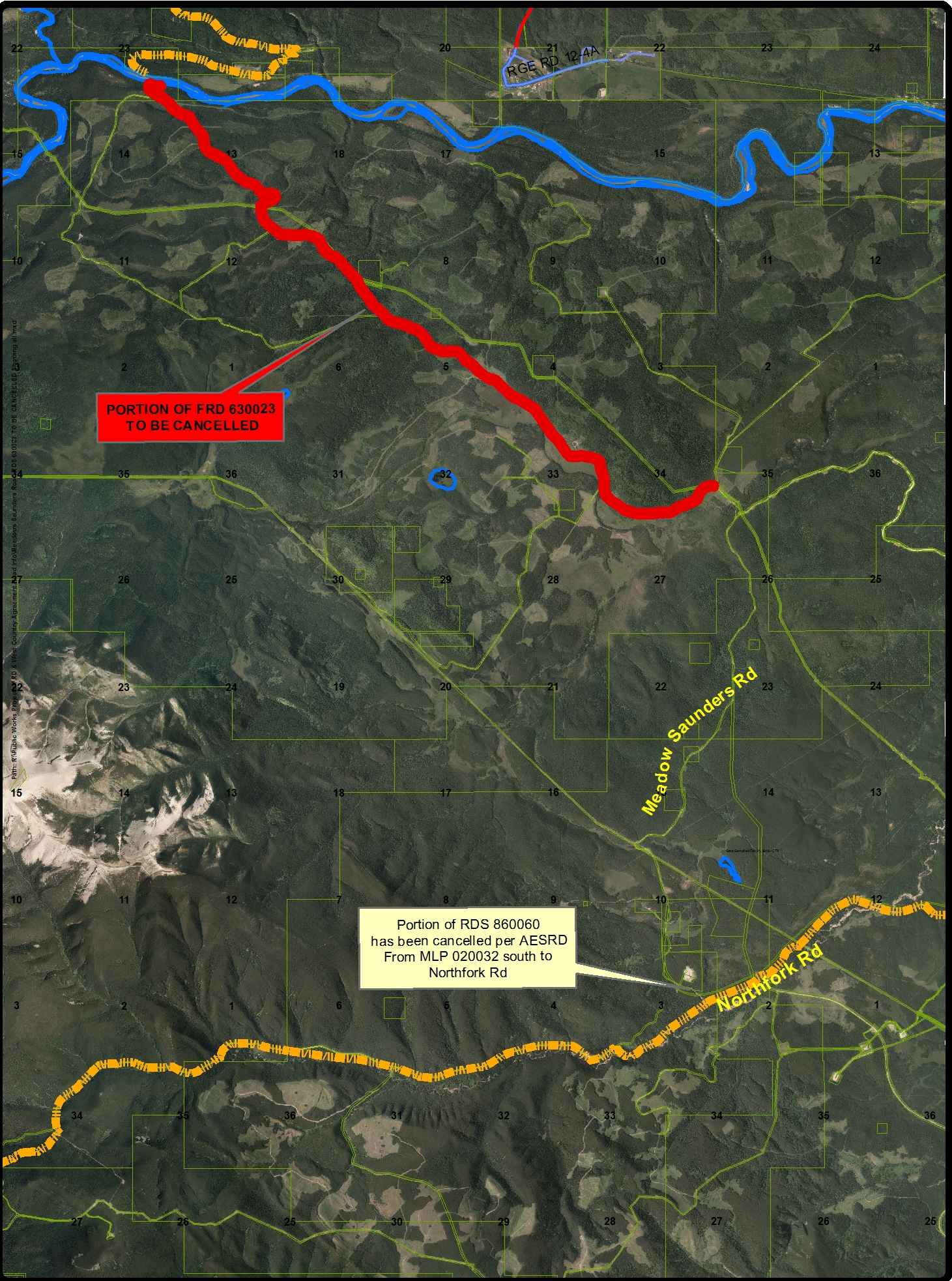
“The West Country Road Transfer Agreement” identifies each of these roads and the boundaries associated with each disposition. Over the last few years it has been identified that in some circumstances overlapping dispositions have been placed on these roadways in error and the province is actively trying to clean them up. When an overlapping disposition is identified and the additional disposition holder has invested a large amount of capital expenditure to upgrade the roadway, the province and municipality will evaluate the need to maintain this road as “Public Road”.

Clearwater County does not currently maintain the outlined portion of FRD 630023 and feels that because of the investment that Sundre Forest Products has put into this road



that Council should consider turning this disposition over to Sundre Forest Products..

Sundre Forrest Products (West Fraser) does utilize this roadway for log haul and is the current lease holder of an LOC (License of Occupation) which overlays the portions of the FRD Clearwater County staff is recommending to cancel.





Agenda Item

Project: Proposed Road Tour	
Presentation Date: June 25, 2013	
Department: Public Works	Author: Erik Hansen/Marshall Morton/ Rick Emmons
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy-	
Recommendation: That Council provides a date between July 12 and July 18 for the spring road tour proposed in Nordegg.	

Background: Council and Administration typically have two organized road tours per year. One takes place in the spring with the other to take place in the fall. Staff would like to take this opportunity to discuss with Council proposed dates and location for the road tour. Due to the recent major events in the area, staff recommends that Nordegg be the destination for this tour. A detailed review of the Nordegg assets is proposed as the primary area of the tour.



Agenda Item

Project: Ag Services Director's Report	
Presentation Date: June 25 2013	
Department: Agricultural Services and Landcare	Author: Matt Martinson / Gary Lewis
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Land and economic development	Goal: #4 – Enhance environmental sustainability
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the following report as information.	
Attachments: Map – Everdell Community	
<p>Background: <u>Vegetation Management</u></p> <p>Roadside seeding and burrow pit reclamation has wrapped up. Due to the excessive moisture and runoff some re-seeding may need to take place this fall. Veg. Management staff is currently working with PW construction staff to consider more fall seeding. Staff assisted Public Works on an erosion mitigation project in Frisco pit which portions are presently being reclaimed. Our experience in bio-engineering of eroded stream banks applied in the pit to manage sediment discharge may potentially prove useful in this and future reclamation projects. Roadside spraying is currently underway and sweet clover work will be wrapping up with noxious weed and brush work starting.</p> <p><u>Agricultural Programs</u></p> <p>Community Driven Weed Projects</p> <p>Staff have completed the community driven weed consultation with the Everdell community and purposed a community project at a meeting this spring. Over ninety percent of attendees were in favor of creating a community driven project for Everdell similar to the project that is ongoing in the Arbutus-Alhambra and Ricinus districts. Staff is currently in the Information sharing and steering committee development stage with the Community Weed Coordinator meeting with virtually all residents/landowners in the designated area, sharing further information about the concept and noxious weeds as well encouraging community members to join the steering</p>	



committee. It is recognized by the Ag. Service board and staff that to preserve the integrity of the community driven concept that the steering committee needs to form organically and must be made up of a diverse section of community members. Allowing for the community to develop the steering committee may mean that information sharing and administration of basic standards may be the goal for this growing season, paving the way for better defined standards to be developed over winter and administered in 2014. Attached is the map of the Everdell community driven project area.

Applied Research

Building off of our swath grazing trial last year this year's project will be comparing various triticale varieties and further assessing degradation and wildlife consumption. We have also planted four different varieties of gluten free grains for demonstration purposes. Notwithstanding a crop failure these plots will be showcased to the public during our West Country Ag Tour August 22nd.

Landcare

Water Well Workshops

The past five years we have helped train more than 80 people in water well management through the Working Well program which is a provincial initiative delivered through Alberta Agriculture, Environment and Sustainable Resource Development, Health and the Water Well Drilling Association. AESRD does not have a breakdown of the number of water wells in Clearwater County but provincially more than 600,000 Albertans depend on groundwater. Obviously the vast majority of our rural population of 12,278 living in 4,698 dwellings are groundwater dependant (source: 2011 census). In some cases there are multiple water wells per property owner – active and unused.

The Working Well program is expected to continue through the fall and spring of 2013/14. We will request another workshop for our County during the fall and spring cycles. We have moved the locations around to capture a more local audience. The Working Well program is offered free of charge to attendees.

Offering training to water well owners is a way to protect human health and the health of livestock, protect aquifers and compliments the services we provide related to coaching and equipment for do-it-yourself shock chlorination, recommending regular water testing through Alberta Health and well remediation by decommissioning abandoned wells and converting active pit well and accessing water well reports for landowners through the Provincial data base.



Private Wastewater Workshops

Recently we have offered Private Wastewater (Septic) Systems workshops on March 20 with 9 and 8 in attendance respectively (afternoon and evening sessions) and June 5 in Withrow with 13 in attendance. Although these are not staggering attendance numbers we believe we are onto something similar to the Working Well (water well) workshops we have offered over the past 5 years.

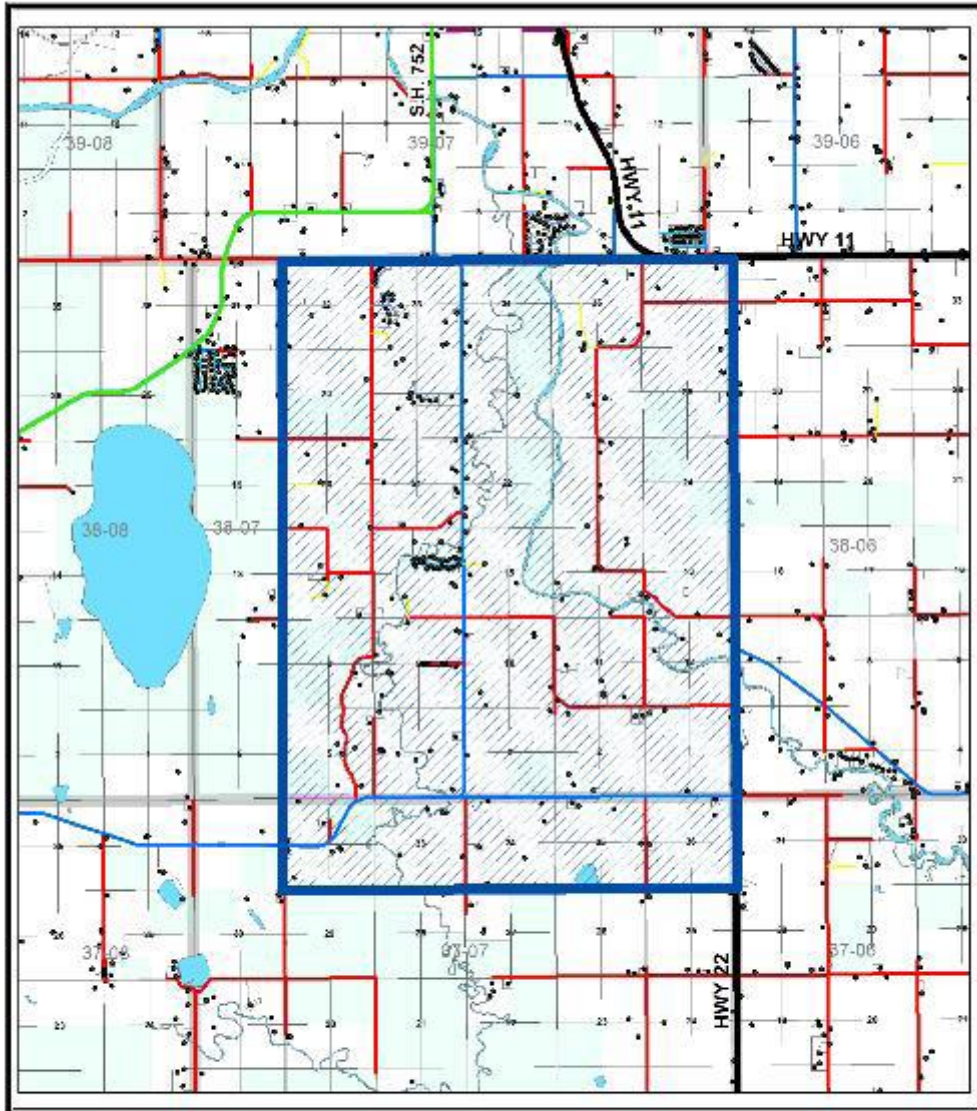
We engaged the services of the Alberta Onsite Wastewater Management Association (AOWMA). This is the Association which trains both installers and private landowners. AOWMA does not charge to provide landowners training but Counties are encouraged purchase a membership in this organization. Consistent with how we offer the Working Well workshops we have not asked for a registration fee of landowners.

My intention is to host a fourth Septic systems workshop this fall continuing to use the quality training we have delivered through AOWMA. I want to explore a couple of options including holding such a workshop on a Saturday to gain a larger audience and definitely favour a weeknight option to maximize participation as well.

I believe that providing landowner training in understanding and managing their private wastewater systems is important because it relates to ground and surface water protection, human, domestic animal and wildlife protection and is applicable to a variety of rural lifestyles – farmsteads, acreages and hamlets without communal systems.

EVERDELL

community





Agenda Item

Project: County operating report to May 31st, 2013	
Presentation Date: June 25th, 2013	
Department: Corporate Services	Author: Rhonda Serhan
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: Council accepts the attached reports for information.	
Attachment: Clearwater County Operating Reports	
Background: The following reports are a snapshot of our financial performance against budget up to May 31 st , 2013	
Operating Highlights: Just a few points regarding operating revenue: <ol style="list-style-type: none">1- Budget was adjusted for municipal tax revenue with a corresponding budget increase in contingency. This reflects past practice for this adjustment.2- Nordegg lots have yet to go onto the market, so we have yet to see what type of revenue we will recognize in the sale of goods line.3- Penalties on taxes were adjusted in 2013 for some 2012 entries and will be absorbed once penalties are applied in September.4- Oil well drilling taxes are strong as you can see and reflect revenue received into April.	
Operating Expenses: <ol style="list-style-type: none">1- Operating expenses seem to be on target, and we have only seen a few of the invoices for the Nordegg fire as of the end of May. I anticipate more invoices to be paid by the end of June.	

**Clearwater County
Operating
3 yr Budget**

Year to date 2013	Budget 2013	Variance 2013	% 2013
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Operating Revenue

Net municipal taxes	\$36,288,270	\$36,288,270		100%
User fees and sales of goods	193,125	1,658,500	(1,465,375)	12%
Government transfers for operating	5,000	1,188,930	(1,183,930)	0%
Investment income	249,049	413,000	(163,951)	60%
Penalties and costs of taxes	(4,744)	75,000	(79,744)	-6%
Development levies	12,615	55,000	(42,385)	23%
Permits and licenses	11,545	58,600	(47,055)	20%
Oil Well Drilling Taxes	739,411	1,200,000	(460,589)	62%
Other	97,416	323,500	(226,084)	30%

Total Operating Revenue

37,591,687	41,260,800	(3,669,113)	91%
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**Clearwater County
Operating
3 yr Budget**

Year to date 2013	Budget 2013	Variance 2013	% 2013
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**Operating Expenses by Department
Agriculture Services**

ASB General	\$140,044	\$361,902	\$221,858	39%
ASB AESA	62,997	138,712	75,715	45%
ASB Vehicle & Equipment Pool	19,242	91,018	71,776	21%
ASB Vegetation Management	172,883	678,399	505,516	25%
ASB Weed & Pest Control	30,259	192,955	162,696	16%
ASB Public Relations	1,259	2,350	1,091	54%
426,684	1,465,336	1,038,652	29%	

Community & Protective Services

Community Services	148,443	1,335,475	1,187,032	11%
Culture	90,692	248,360	157,668	37%
Emergency Services	85,223	190,910	105,687	45%
Economic Development	105,892	851,152	745,260	12%
Peace Officers	167,392	596,947	429,555	28%
Recreation	8,000	3,908,908	3,900,908	0%
Regional Fire Services	490,378	1,324,445	834,067	37%
1,096,020	8,456,197	7,360,177	13%	

**Clearwater County
Operating
3 yr Budget**

	Year to date 2013	Budget 2013	Variance 2013	% 2013
Corporate Services				
Assessment	\$168,067	\$641,537	\$473,470	26%
Finance	121,415	406,359	284,944	30%
General	326,859	1,089,927	763,068	30%
Human Resources	75,201	141,621	66,420	53%
Legislative	122,029	475,317	353,288	26%
Technology & Information Management Services	257,072	754,510	497,438	34%
	1,070,643	3,509,271	2,438,628	31%
Planning & Nordegg				
Planning	215,515	773,043	557,528	28%
Nordegg	32,436	172,297	139,861	19%
Nordegg Historic Society.	58,520	179,198	120,678	33%
	306,471	1,124,538	818,067	27%
PUBLIC WORKS				
General	310,778	766,350	455,572	41%
Facilities	177,402	665,878	488,476	27%
Gravel Activities	1,152,556	2,132,450	979,894	54%
GIS Mapping	55,489	198,900	143,411	28%
Road Maintenance	581,048	3,222,649	2,641,601	18%
Safety	48,304	126,891	78,587	38%
PW Shop	123,898	384,330	260,432	32%
Vehicles & Equipment	1,039,329	3,222,235	2,182,906	32%
Water & Sewer	35,754	297,999	262,245	12%
	3,524,558	11,017,682	7,493,124	32%

Clearwater County
Operating
3 yr Budget

<u>Year to date 2013</u>	<u>Budget 2013</u>	<u>Variance 2013</u>	<u>% 2013</u>
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Contingency

	<u>\$1,400,335</u>	<u>\$1,400,335</u>	<u>0%</u>
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Total Operating Expenses

<u>6,424,376</u>	<u>26,973,359</u>	<u>20,548,983</u>	<u>24%</u>
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Excess of Revenue over Expenses

<u>31,167,311</u>	<u>14,287,441</u>	<u>16,879,870</u>	<u>218%</u>
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Impacts of Emergency Medical Service Dispatch Consolidation Consultation

Discussion Paper

In March 2013, the Alberta Health Quality Council released a report recommending changes that would improve ground ambulance services. Alberta Health accepted their recommendations. Among the recommendations was that emergency medical services (EMS) dispatch should be consolidated to improve information gathering and the efficiency of ground ambulances. Recognizing that EMS dispatch consolidation could impact municipalities, it was determined that a transition plan was needed.

The Honourable Greg Weadick, Associate Minister of Municipal Affairs, is leading a consultation to identify issues municipalities and their fire services may face as a result of the EMS dispatch consolidation and identify pressures around municipal medical first response services. This consultation will not revisit Alberta Health's decision to accept the recommendations of the Alberta Health Quality Council regarding EMS dispatch consolidation.

This consultation supports recommendations from Alberta Health Quality Council's report by gathering information from municipalities to assist the development of transition planning for communities affected by EMS dispatch consolidation. Through development of this transition plan, government intends that Albertans will continue to receive quality municipal emergency services (911 call centres, local dispatches and fire services) as EMS dispatch consolidation continues.

To initiate the process, the Associate Minister held meetings with the Alberta Urban Municipalities Association (AUMA), the Alberta Association of Municipal Districts and Counties (AAMDC) and the Alberta Fire Chiefs Association. Those discussions began to scope out the key issues and concerns and form the basis of this discussion paper.

This paper is meant to guide discussion at the stakeholder meetings scheduled for May 2013. The paper briefly outlines the issues brought forward by municipalities and their fire services, identifies what the Associate Minister heard in his discussions with the AUMA, the AAMDC and the Alberta Fire Chiefs Association, and suggests some potential solutions that government and municipalities could implement to address those concerns.

The key themes heard in the meetings were:

1. Training and workload for the fire service providing medical first response
2. Technology, communications and information management
3. 911 viability
4. The need for stakeholder engagement by Alberta Health Services and by government

As you read this paper and prepare for the upcoming meetings, you are encouraged to consider potential financial implications to your organization related to dispatch consolidation and the provision of first response services, and share them with Associate Minister Weadick at the consultation or through the online consultation. An invite to the online consultation will be sent to all municipalities in May 2013.

1. Training and workload for the fire service providing medical first response

Medical first response is a service that provides initial first aid treatment to an injured person prior to the arrival of emergency medical services. It is often provided by municipal fire departments as part of the municipality's first response. In certain medical conditions this can allow for better patient outcomes, as a patient can begin to receive medical treatment as soon as possible.

In discussions with municipal and fire service representatives, there seemed to be a perception that EMS dispatch consolidation could lead to an offloading of responsibility for medical services from EMS to fire services through medical first response, or that there is an expectation that municipalities are in fact responsible for providing medical first response to its citizens.

In the view of Alberta Health and Alberta Municipal Affairs, the provision of medical first response is a municipality's choice, and should be determined based on the municipality's assessment of the risks and benefits of such service.

Municipalities may choose to discontinue providing the service. For example, the City of Lacombe no longer dispatches fire service to medical first response calls, and has worked with Alberta Health Services to ensure that the citizens of Lacombe continue to receive appropriate EMS services.

Municipalities may choose to continue the provision of medical first response through the fire service. In discussions with municipalities and their fire service, we heard that the provision of medical first response by a fire service helps foster a healthier fire service and ensures patients receive care quickly. The opportunity for volunteer fire fighters to receive medical first response training can be a positive factor in the recruitment and retention of volunteers, as the training offers a more diverse experience and skill set to volunteers and more ways to serve their community. Medical first response also provides an initial response if an ambulance is delayed.

It should be noted that Alberta Health Services has developed seven medical first response working groups that will provide content in order to establish a framework support and guide the linkage between medical first response services and EMS. The framework will address the following issues: medical oversight, medical control protocols, quality assurance, patient call reports, training and skills, dispatch roles and events, and a medical first response registry.

What We've Heard So Far

In Associate Minister Weadick's meetings with the AUMA, the AAMDC and the Alberta Fire Chiefs Association, we heard the following:

- Concern that medical services are being offloaded onto municipalities through medical first response.
- Municipalities that do offer medical first response services often bear significant costs, including training and the provision of equipment and consumables.
- There is a need to recognize the strain on fire service personnel, especially those providing medical first response.
- Rural municipalities feel recruiting volunteers to the fire service greatly hinders their ability to provide medical first response and that adding more training does not adequately address that need.
- Alberta Health Services doesn't fully recognize how capable some medical first response services are in some communities.
- Medical first response training is a large commitment (200-400 hours).
- Volunteers would be willing to assist with patient transport to the hospital, but often cannot get home if they do so.
- Some communities have established medical first response-only volunteers and with some support, this could improve services.
- Wait times in emergency rooms are putting pressure on municipalities to provide medical first response, and that more ambulances could be active in communities if wait times were addressed.

Potential Solutions We've Heard

- Providing support to municipalities for medical first response training and for equipment and consumables used in delivering medical first response.
- Developing a more robust municipal medical first response-only volunteer base (a civilian medic concept).

2. Technology, Communications and Information Management

Communication was generally viewed as something that needs to be addressed in two areas – between EMS and fire dispatches, and between services at emergency events.

When government launched this consultation, the primary concern was to ensure that dispatch-to-dispatch communications and inter-service on-scene communications would operate smoothly. While some concerns were raised by the Alberta Fire Chiefs Association, government is uncertain if the full scope of the potential issue is known by stakeholders.

Problems could occur when a 911 call is received and emergency services are dispatched as a result of EMS dispatch consolidation. Operationally, a 911 call centre worker may need to transcribe information multiple times for a single call for multiple dispatches. This could lead to errors, as there is not a common operating platform for all dispatches. For example, due to an address input error, a fire service could respond to the wrong address.

Government is aware that challenges exist with multiple public safety answering point centres and multiple fire, police and EMS dispatch centres. There is not one common operating platform for all dispatch centres, which results in the requirement for information to be relayed between centres.

Communication between services at events is an issue that Alberta Justice and Solicitor General is working to address through the Alberta First Responder Radio Communications System, slated to be online in some areas of the province later this year. The system creates an open source standard for two-way radio communications allowing emergency services to all be on the same radio network and to not be as restricted in the types of devices that work on the network.

While it is a municipal choice to use this new system, our discussions with the AUMA, the AAMDC and the Alberta Fire Chiefs Association indicated strong support for it. This positive view of the new system and a general consensus that an effective radio communications system that offers interoperability and agency cohesion may indicate that adopting a communications standard could be a positive move in developing more synergy in Alberta's public safety system.

One reason the Alberta First Responder Radio Communications System could become a standard is that government has worked to lower the price of radio systems by being a central purchaser of radios. It was previously thought that radios may be too expensive, but there seemed to be a consensus that the new system is affordable. It may also improve communications between emergency services and dispatches, as dispatches could use it for its radio communications.

The Alberta First Responder Radio Communications System is expected to be completed in 2014. A downside is that municipalities that move to the new system will need to run two radio communications; one for emergency personnel and another for regular municipal business (transportation, parks, water, etc).

What We've Heard So Far

- Concern from the fire chiefs that 911 centres needing to transcribe on two different systems for an EMS and fire service response call could result in a higher likelihood of errors.
- The Alberta First Responder Radio Communications System is a good initiative that will improve the public safety system and municipalities are looking forward to its launch.
- Concerns that on-scene communications may add difficulty for fire services needing to know how long it will take EMS to arrive.
- Must ensure information sharing is possible during an emergency event.
- Dispatch centres not respecting the boundaries of a fire service, or even knowing the boundaries.
- Concerns that EMS dispatch consolidation may not respect local knowledge.
- Understanding that EMS dispatch consolidation decision is about better patient outcomes and should provide more appropriate service as data is collected and analyzed.
- Both the AAMDC and Alberta E911 Advisory Association, which represents 911 call centres, also pointed out that dispatching is a challenge in rural areas and First Nations communities because addresses are inconsistent or nonexistent.

Potential Solutions We've Heard

- Develop or support a common operating platform for dispatches (EMS and fire) to ensure communication and information sharing is timely and accurate. Fire Chiefs and 911 Call Centres have suggested an interface between computer-aided dispatch systems.
- Utilize the regional collaboration grants to support regional solutions to dispatch.

- As part of the fire service policy framework, consider standards for communication.
- Advancements in GPS and mapping technologies may resolve some of the challenges. There also needs to be a “single source of truth” for Geographic Information System.

3. 911 Viability

Many public safety answering points in Alberta provide both 911 call answering services and other dispatch services, particularly in non-urban areas. As EMS dispatch is consolidated to Alberta Health Services, the Public Safety Answering Points impacted by this change will experience a drop in dispatch volume.

Several smaller public safety answering points that rely on revenue generated by providing EMS dispatch may face financial difficulties in the coming years. The *Emergency 911 Act*, passed in early May 2013, will provide public safety answering points with an additional source of funding through a 911 levy on wireless cell phone subscribers. However, it is not anticipated that this money will replace the lost revenue from EMS dispatch consolidation.

What We've Heard So Far

- Some public safety answering points have indicated that the majority of their workload comes from EMS dispatching.
- One public safety answering point estimated that EMS dispatch volumes accounted for as much as 90 per cent of their total call volume.
- The Alberta Fire Chiefs Association indicated that a high percentage of calls transferred to fire services from public safety answering points are for medical first response, especially in rural areas.
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- Many public safety answering point centres do not dispatch police services, as those call are transferred to the RCMP or to the local municipal police service. This will result in some centres only providing 911 call answering and fire services dispatching.
- Some public safety answering points have made cutbacks and reduced staffing in response to the decrease in dispatch volumes and loss of funding associated with EMS dispatching.
- One public safety answering point has expressed concerns about their long-term viability, as EMS dispatch funding was a significant part of their revenue.

Potential Solution We've Heard

- Utilize regional collaboration grants to find regional solutions to 911 and fire dispatch.

4. Stakeholder Engagement

The need for improved stakeholder engagement was a consistent theme throughout our meetings. Keeping stakeholders informed, allowing them to provide input, and explaining why decisions are made are the hallmarks of good public policy development and implementation. It ensures that concerns can be addressed and that opportunities can be identified because in the end, we all want to do what is best for Albertans.

The following feedback from the AUMA, the AAMDC, and the Alberta Fire Chiefs Association reflects points made about government and Alberta Health Services.

What We've Heard So Far

- Provide clearer information about why EMS dispatch consolidation was chosen and its potential benefits to Albertans and municipalities.
- Stakeholders want to be engaged in the framework development of medical first response.
- It was positive to see all three ministries involved in the impact of EMS dispatch consolidation at the table to listen to stakeholders.
- Would like to see more positive interactions with Alberta Health Services, or more evidence that Alberta Health Services is listening to stakeholders.
- Government should provide more information to municipal associations so it can be communicated to their members.

Potential Solutions We've Heard

- More engagement between Alberta Health Services with the medical first response working groups.
- Continue to maintain the three ministry team for this project to oversee the transition plan of EMS consolidation.
- Improve communication with the AUMA, the AAMDC and the Alberta Fire Chiefs Association as the transition plan is implemented.
- Encourage Alberta Health Services to be more involved in major emergency event post-mortems.

Online Consultation

About your municipality

Name

What do you view as (your municipality's/the municipal) role in delivering emergency services?

Who handles your municipality's fire dispatch?

Police Dispatch?

EMS Dispatch?

911 call centre?

Medical First Response

Medical first response is a service that provides initial first aid treatment to an injured person prior to the arrival of emergency medical services (EMS). It is often provided by municipal fire departments as part of the municipality's response to emergencies in their community. In certain medical conditions, this can allow for better patient outcomes, as a patient can begin to receive medical treatment as soon as possible.

In discussions with municipal and fire service representatives, there seemed to be a perception that EMS dispatch consolidation could lead to an offloading of responsibility for medical services from EMS to fire services through medical first response, or that there is an expectation that municipalities are in fact responsible for providing medical first response to its citizens.

In the view of Alberta Health and Alberta Municipal Affairs, the provision of medical first response is a municipality's choice, and should be determined based on the municipality's assessment of the risks and benefits of such service.

Questions

Does your fire service provide medical first response? (For the purposes of this survey, medical first response is varying levels of first aid and is distinct from other services such as vehicle extrication or fire suppression)

Yes: Please describe the level of medical first response services you currently provide.

Yes: Do you expect to continue providing medical first response services?

No: What are the reasons you do not expect to continue providing medical first response?

Fire service capacity?

Comment box

Cost of training?

Comment box

Cost of consumables and equipment?

Comment box

Other

Comment box

No: Are medical first response services something you want your municipality to provide?

Yes: What are the impediments to delivering medical first response in your municipality?

Does your municipality have medical first response-only volunteers?

Yes: Please describe the benefits and challenges you may have in providing this service.

No: Could medical first response-only volunteers be a means to provide these services or to take some pressure off your fire service?

Yes: What challenges do you foresee in providing a service based on medical first response-only volunteers?

Technology, Communications and 911 Centres

As government launches this consultation, the primary concern is to ensure that communications between dispatch centres and on-scene first responders continues to be effective. While some concerns were raised by the Alberta Fire Chiefs Association, government is uncertain if the full scope of the potential issue is known by stakeholders.

Problems could occur when a 911 call is received and emergency services are dispatched as a result of EMS dispatch consolidation. Operationally, a caller to 911 may undergo several transfers and repeatedly provide the same information to personnel in different dispatch centres. This information may be transcribed multiple times for a single call. This could lead to errors, as there is not a common operating platform for all dispatch centres. For example, due to an address input error, a fire service could respond to the wrong address.

Government is aware that challenges exist with multiple public safety answering point centres and multiple fire, police and EMS dispatch centres. There is not one common operating platform for all dispatch centres, which results in the requirement for information to be relayed between centres.

Many public safety answering points in Alberta provide both 911 call answering services and other dispatch services, particularly in non-urban areas. As EMS dispatch is consolidated to Alberta Health Services, the public safety answering points impacted by this change will experience a drop in call volume.

Several smaller public safety answering points that rely on revenue generated by providing EMS dispatch may face financial difficulties in the coming years. The *Emergency 911 Act*, passed in early May 2013, will provide public safety answering points with an additional source of funding through a 911 levy on wireless cell phone subscribers. However, it is not anticipated that this money will replace the lost revenue from EMS dispatch consolidation.

Questions

Has your EMS dispatch centre been consolidated by Alberta Health Services?

Yes: What impacts did consolidation have on your other emergency services?

Yes: Were there dispatch centre to dispatch centre communication issues? (eg. Fire dispatch to EMS dispatch)

Please provide more detail.

Do you use a common operating platform that communicates between EMS and fire dispatch centres?

Yes: Did you need to upgrade your communication equipment to maintain dispatch centre to dispatch centre communication?

Yes: What was the financial impact to upgrade your communication equipment?

No: Would a common operating platform be desirable to facilitate effective communication?

Yes: What is the anticipated financial impact of upgrading communication equipment so that it works with EMS?

Yes: Were there financial impacts to your local dispatch centre?

Please Rate 1-5 (minor-major)

Yes: Were there financial impacts to your local public safety answering point (911 call centre)?

Please rate 1-5 (minor-major)

Yes: Were there on-the-ground communication issues for your fire service with EMS?

Yes: Can you describe the communication issues?

Were you able to resolve the communication issues?

Yes: What was the solution you used?

If possible, please provide an estimate of how much it cost to resolve the communication issue

No: Have you identified any solutions?

Yes: Please describe the solutions.

No: Do you anticipate any financial implications to your local dispatch centre? (Comment Box)

No: Do you anticipate any financial implications to you local public safety answering point (911 call centre)? (Comment Box)

No: Do you anticipate any communication issues between your fire dispatch centre and the consolidated EMS dispatch centres? (Comment Box)

Yes: Would a common operating platform that enables communication between EMS dispatch and fire dispatch be useful for your emergency response services?

Yes: What is the anticipated financial impact of upgrading communication equipment so that it works with EMS?

No: Do you expect on-the-ground communication issues between your fire service and EMS? (Comment Box)

Communication between services at events is an issue that Alberta Justice and Solicitor General is working to address through the Alberta First Responder Radio Communications System, slated to be online in some areas of the province later this year. The system uses a P25 open standard radio communications system allowing emergency services to all be on the same radio network without being as restricted in the types of devices that work on the network. The system will provide lower costs for radio equipment and is expected to be completed in 2015.

Would your municipality consider using the Alberta First Responder Radio Communications System?

Yes: When would you like to be on the system and provide the reasons you would use the system? (Comment Box)

No: Are there any impediments you have to using the system? (Comment Box)

Regional Collaboration

Regional collaboration is supported strongly by Municipal Affairs.

Have you considered regional solutions to the issues identified in this consultation?

Would you consider regional solutions to the issues identified in this consultation?

Additional Feedback (Comment Box)



Agenda Item

Project: Physician Recruitment and Retention Society: '2014 Rural and Remote Medicine Course'	
Presentation Date: June 25, 2013	
Department: Community & Protective Services	Author: Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Ensure future needs of the community and an aging population (hospital, physician recruitment, EMS)
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council approves \$3500 in funding for the Rocky/Clearwater/Caroline Physician Recruitment and Retention Society with the purpose of sending members to the 2014 Rural and Remote Medicine Conference.	
Attachments List: N/A	

Background:

The Rocky/Clearwater/Caroline Physician Recruitment and Retention Society is seeking \$3500 in funding from County Council, for the purpose of attending a conference in Banff next year entitled, 'The 2014 Rural and Remote Medicine Course.'

The conference brings together medical professionals from across Canada, and is put on by *The Society of Rural Physicians of Canada*—a professional organization comprised of 3000 members from across the country. The 2013 conference had over 600 rural physicians attend. The Physician Recruitment and Retention Society believe this is a venue to attract new physicians to the area, as the group is actively seeking two physicians. The Society plans to display and man a booth at the conference, and will network with and provide information to medical professionals on the Rocky/Clearwater/Caroline region.

Staff is recommending that Council approve funding for this request, which will come from the Community Services budget. Council currently commits \$12,000 annually towards physician recruitment for the region. The funding request is for an additional \$3500.



Agenda Item

Project: Rocky Mountain House Arena Renovation and Expansion	
Presentation Date: June 25, 2013	
Department: Community & Protective Services	Author: Mike Haugen/Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input checked="" type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council reallocates \$37,881 from Contingency to Recreation for the Town Arena Renovation and Expansion project.	
Attachments List: Stantec Architecture Proposal	

Background:

Coming out of the arena complex visioning session the Councils of Clearwater County and Rocky Mountain House held several weeks ago, Town Council is seeking the County's financial support to cost-share on the additional scope of services, which includes the development of a concept plan that can accommodate future community recreation needs, such as an indoor walking/running track.

The intent of developing another planned phase is not to change the existing concept plan, but to offer other possibilities than just an 'arena renovation to the existing change rooms and lobby.' However, this new concept plan does have the potential to affect the existing concept plan; any changes to the existing arena and/or curling club concept plan will be captured and included in the plan Stantec is proposing.

The total cost for the accepted change in scope is \$75,762. Included in this price are architectural and engineering design costs, as well as design renderings. Consistent with Council's philosophy of cost-sharing the Town's capital recreation projects at a rate of 50%, the Town is seeking County Council's support of **\$37,881**. The Town has accepted all aspects of Stantec's proposal, excluding the video generation, a \$10,000 optional component that would have placed total costs at \$86,562. The recommendation is that Council reallocates this amount from Contingency to Recreation for the Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan.

**Stantec**

Stantec Architecture Ltd.
1100 – 4900 50th Street
Red Deer, AB
T4N 1X7

May 30, 2013
File: 144819199

Town of Rocky Mountain House
4503 42 Street
Rocky Mountain House, AB
T4T 1B2
Ph: (403) 845-3720

Attention: Lee Chambers

Reference: Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan, Renderings and Concept Design, 144819199

Dear Lee,

We are pleased to submit the following fee proposal for your consideration regarding additional services for the above noted project.

1. PROJECT UNDERSTANDING

Following phase 1 of the Arena Renovation and the subsequent Visioning Session, the Town of Rocky Mountain House (RMH) is requiring services to look at the long term plan for the Arena and Curling Complex. This will include a master plan, functional programming (for significant spaces only), conceptual design of significant functional programming space (ex. Field house, running track) and presentation material to use for fund raising.

2. PROFESSIONAL CONSULTING SCOPE OF SERVICES

a. Master Plan:

The Master Plan will look at adjacencies, locations, zoning and by-law requirements for the site. Programming will be considered for large scale items only such as a new field house and a new NHL regulation size arena. Programming will be based on input from stakeholder groups. Parking, pedestrian and vehicle circulation as well as internal circulation will be examined. The Master plan will allow for strategy opportunities and flexibility in the plan. This will give the Town a few options as changes occur over the next 10 to 15 years. Up to two (2) options will be considered.

Reference: Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan, Renderings and Concept Design, 144819199

b. Concept Design for Substantial Programming (ex. Fieldhouse):

- Stantec Architecture Ltd. will provide overall project management and administration, lead the information gathering and program verification (including options), establish communication and reporting procedures, and review and define both client and design team responsibilities. We have also included:
- Arrange and lead the kick-off meeting for the project.
- Establish stakeholder involvement.
- Discuss the Town's budget assumptions.
- Review project schedule, arrange for future meetings, and confirm key milestones.
- Identify key issues in the substantial programming design.
- Develop two (2) options for the program and plan layout.
- Further develop the preferred option (1) with regards to layout, adjacencies and massing; through plans and 3D views.
- Develop a concept site plan including parking, vehicle circulation (visitors, staff, deliveries, loading, firefighting, etc), landscaping and signage.
- Provide a program spreadsheet describing the spaces, occupancy and areas.
- Provide an Order of Magnitude Cost Estimate for the significant programming option ex. Field House & Running Track Concept Design.
- Submit a Concept Design Report and assist in presentations as required.
- Presentation for one (1) Public Meeting and one (1) Open House.

Upon approval and completion of the Concept Design phase, we would then proceed with Schematic Design.

Reference: Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan, Renderings and Concept Design, 144819199

c. Presentation Material:

- Stantec Architecture Ltd. will provide presentation material for fund raising purposes including the following:
- 3D site rendering – one (1)
- Exterior rendering – three (3)
- Interior rendering – two (2)
- Video walk-through (optional)

3. PERSONNEL

The key individuals providing an integrated team able to respond to the requirements of the project have been selected for their experience with similar projects.

TEAM MEMBERS	TITLE/ROLE
Heather Bretz	Project Architect
Darryl Langille	Architectural Technologist
Tania Vasquez	Architectural Technologist

4. FEE PROPOSAL

a. Professional Fees

Professional fees not including GST, have been calculated and are shown below in Canadian Dollars for the work related to the scope of work outlined above. Stantec proposes to provide the services presented in this proposal to the Town of Rocky Mountain House on a Fixed Fee plus expenses basis for all labour charges.

Additional professional services related to major revisions made to already completed work or to the scope of our services will require a revision to our professional fees. The cost for such changes to the scope of work will be submitted in advance for approval.

May 30, 2013
Page 4 of 7

Reference: Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan, Renderings and Concept Design, 144819199

We are pleased to provide the following fee for your consideration:

Master Plan	\$ 20,000.00
Concept Design	
Architecture	\$ 33,550.00
Structure	\$ 4,200.00
Mechanical	\$ 4,200.00
Electrical	\$ 4,200.00
Sub-total	\$ 66,150.00
Presentation Material	
Sketch Renderings*	Included in Concept design
Photo Realistic Renderings (Optional)**	\$ 4,000.00 (\$1,000.00 each)
Video (Optional)	\$ 10,000.00
Sub-total	\$ 14,000.00
8% Disbursement	<u>\$ 6,412.00</u>
TOTAL with all options	<u>\$ 86,562.00</u>



*Sample of sketch rendering



**Sample of photo realistic rendering

Reference: Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan, Renderings and Concept Design, 144819199

b. Expenses and Disbursements

An 8% flat rate disbursement recovery charge is applied to Stantec's labour fees to recover miscellaneous project expenses such as internal incidental printing, copying and plots, film, vellum, report materials; communications expense – faxes, office and mobile phones, calling cards; office expenses – postage, courier, supplies, equipment, computer expenses, maintenance, common software and supplies; and archive maintenance.

c. Insurance

Included within the proposed fee is a premium for \$1 million of professional liability insurance that Stantec maintains corporately. Any additional premium for increased limits beyond the \$1 million coverage would be considered extra cost subject to availability.

d. Goods and Services Tax

The Federal Government of Canada Goods and Services Tax (GST) will be applied on all invoices of Stantec Architecture Ltd.

e. General Terms of Payment

Payment on account of services rendered and for reimbursable expenses incurred shall be made every month upon presentation of the Stantec invoice. Invoices for fees and reimbursable expenses are due and payable by the Client upon receipt of the invoice without holdback. Stantec reserves the right to discontinue services in the event of non-payment.

5. EXCLUSIONS

We would like to confirm those services that are NOT included in the basic fixed fees listed above:

1. Effect of the Goods and Services Tax (GST). The GST will be identified on the invoice as a separate item in addition to the proposed fixed fee.
2. Additional design not covered under the agreed upon scope of work, will be billed out on an hourly basis.
3. Specialty services or sub-consultants such as traffic impact assessments, topographic or legal survey, detailed transportation movement studies (on or off site), radio communication pathway studies, geotechnical reporting, materials testing, and detailed architectural and engineering design.
4. Project-specific expenses such as sub consultant fees not mentioned above, project specific printing of deliverables including issue for tender, issue for construction, field equipment and consumables, test lab and other external services charges specialized computer software, and other significant

May 30, 2013

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Reference: Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan, Renderings and Concept Design, 144819199

expenses. Presentation boards, photo realistic renderings and mileage for travel between Red Deer and Rocky Mountain House.

6. ASSUMPTIONS

The above fee estimate is based on the following assumptions:

1. All requests for changes to the scope of work and/or professional services must be in writing. Stantec will only undertake requested changes after written permission to proceed and fee adjustments have been accepted and signed-off by the parties with approved signing authority.

7. SAFETY

Stantec is committed to providing first quality service while taking all reasonable steps to prevent injury to our employees. Stantec endorses coordination of safety among all workers, on all job sites, and complies with all workers' compensation, federal, provincial, local, and industry safety regulations. Stantec supports the execution of all projects with *Zero Harm* to people and the environment. Stantec Architecture Ltd. holds or is registered as follows:

1. ISNetworld Registration - Account Number: 400-143009
2. CanQual Registration - Account Number: 2203
3. Government of Alberta - Alberta Employment and Immigration Certificate of Recognition (COR): 99-11-1699

8. GENERAL TERMS & CONDITIONS

The terms and conditions are in the attached sample of the Document 6.

9. VALIDITY

This proposal is valid for 20 days.

10. PROJECT SCHEDULE

We are prepared to commence work immediately following the execution of a mutually acceptable professional services agreement or upon the receipt of a written purchase order accepting this proposal and the attached terms. We anticipate submission of final submission in September, 2013.

11. CONCLUSION

We appreciate the opportunity to submit this proposal, and have tried to be thorough in our assessment of the services required to complete this assignment. If you have any questions or would like to clarify anything

Stantec

May 30, 2013

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Reference: Rocky Mountain House Arena Renovation & Expansion, Additional Scope of Services for Master Plan, Renderings and Concept Design, 144819199

within this proposal, please do not hesitate to contact the undersigned. If you are in agreement with this proposal, please sign and date in the location provided on the NOTICE TO PROCEED attached in Appendix A and return a copy to the attention of the undersigned via email.

We look forward to working with you on the next phase of this project.

Regards,



Heather Bretz, Architect AAA, MRAIC, M. Arch., B.Sc., LEED AP
Managing Leader
Tel: 403-356-3460
Fax: 403-342-0969
Heather.bretz@stantec.com

Attachment: n/a

c. RW, DJ

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Agenda Item

Project: <i>Reeve's Economic Summit: Oil & Gas Working Group Report</i>	
Presentation Date: June 25, 2013	
Department: Community & Protective Services	Author: Trevor Duley
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Land & Economic Development	Goal: The County will develop an economic development plan which supports and promotes industry, business and agri-business and tourism opportunities in the County.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the report as information.	
Attachments List: Oil & Gas Working Group Report	

Background:

As Council is aware, the *Reeve's Economic Summit (RES)* Oil and Gas Working Group has been meeting with a number of representatives and stakeholders from the Oil and Gas Industry over the last year.

More background information is provided in the Working Group's attached report and Executive Summary.

The recommendation is that Council accepts the Working Group's report as information.



Clearwater County
Reeve's Economic Summit:
Oil & Gas Working Group Report

June 25, 2013





Executive Summary: Oil and Gas Working Group

Clearwater County's *Reeve's Economic Summit* was a two phased initiative. The first phase consisted of a meeting of business leaders from within the Clearwater/Caroline/Rocky Mountain House community on July 28, 2010 with the purpose of identifying and discussing economic opportunities and challenges businesses face within the region. Coming out of this meeting County Council felt the need to discuss and research the issues further with delegates from within the four key industries in the community: oil and gas, forestry, agriculture and tourism. This initiated the second phase, as Council created a Working Group for each of these sectors to meet over the course of 2012-2013 with industry representatives and specialists, and to report back to Council after the conclusion of these meetings with their findings.

The Oil and Gas Working Group's primary goal was to better understand the life cycle of the industry in Clearwater County, given the municipality's historical reliance on industrial revenue. After meeting with stakeholders from within the industry, the Working Group discovered that there are still vast amounts of resource reserves within the County, and that companies plan on maintaining activity in the region for some time. However, changing external market factors and pressures continue to affect the predictability of the industry in Clearwater County. In other words, the resource is here, but its extraction and development depends on market conditions such as commodity prices, availability of labour, market access and diversification, as well as the state of the greater North American market, especially the United States' energy demands. These issues and more are discussed within the Working Group's report, with the immediate concern regarding some proposed alternative taxation methods¹ also in mind. Under this system, the County and other rural communities would be unable to retain adequate industrial taxation dollars within their own community, thus posing serious problems for the sustainability of these communities and the Province as a whole.

Ultimately, the Working Group believes that the greater Clearwater/Caroline/Rocky Mountain House region has several key issues the community has to face when it comes to economic development and long term sustainability of the area. This primarily includes creating an environment more conducive for the attraction and retention of highly skilled and talented individuals, and therefore positioning the region as a community of choice. Relying heavily on the Oil and Gas industry, a sector subject to various 'booms' and 'busts', may put the community's sustainability at risk. In their report, the Working Group makes a number of recommendations for how the region can work towards growing the local economy. However, this is a pursuit the entire community must engage in—this report is only one of the first steps to securing long term regional prosperity.

¹ The concept that a percentage of industrial taxes from rural municipalities would be transferred to urban centres like Edmonton and Calgary.



Introduction

On July 28, 2010, the original *Reeve's Economic Summit* was held with representatives attending from the municipal councils of Clearwater County, the Village of Caroline and the Town of Rocky Mountain House. Industry representatives from oil and gas, forestry, tourism and agriculture also participated in the event. *The Summit* brought together business leaders from within the community to identify and discuss economic opportunities and challenges and to identify actions required to address these issues. Bruce Schollie, the consultant who facilitated the event, submitted a list of three recommendations to guide the County's economic development for the next 5-10 years as follows:

1. Focus local efforts on developing the tourism industry;
2. Maintain the strength of core industries and encourage the influx of secondary, value-added industry; and
3. Cooperate regionally for marketing and communications purposes.

Specific to the oil and gas industry, specialists made the following comments:

- That oil and gas fields within Clearwater County are maturing;
- There is an increasing demand for more educated, specialized and technical employees;
- There is an increasing number of employees reaching retirement age; and
- A need for better integrated land management.

In March of 2011, Clearwater County Council acted on these recommendations and appointed a committee of Council to further engage with stakeholders from within the oil and gas industry and to examine the state of the local economy. The Working Group consisted of:

- Reeve Pat Alexander, Division 7;
- Deputy Reeve Earl Graham, Division 6;
- Councillor John Vandermeer, Division 4;
- Mike Haugen, Director of Clearwater County Community and Protective Services;
and
- Trevor Duley, Clearwater County Community Services Coordinator.



The objectives of the Working Group were to:

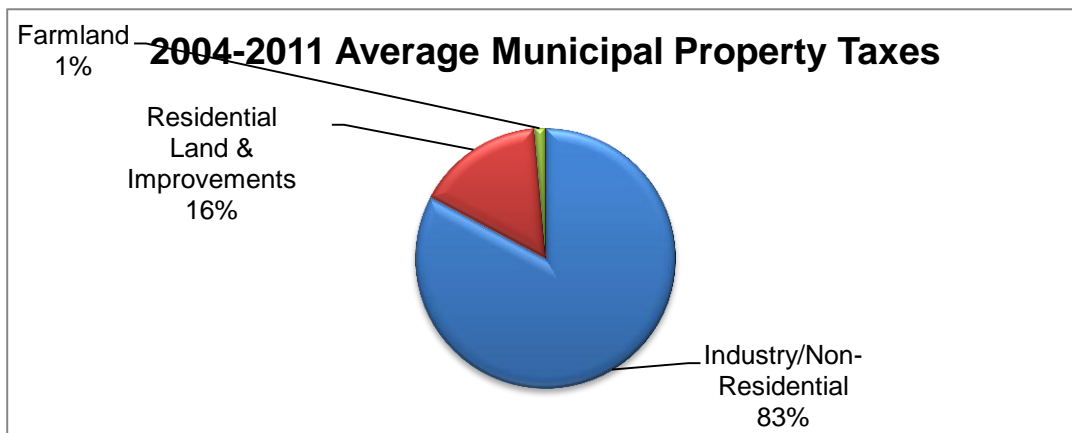
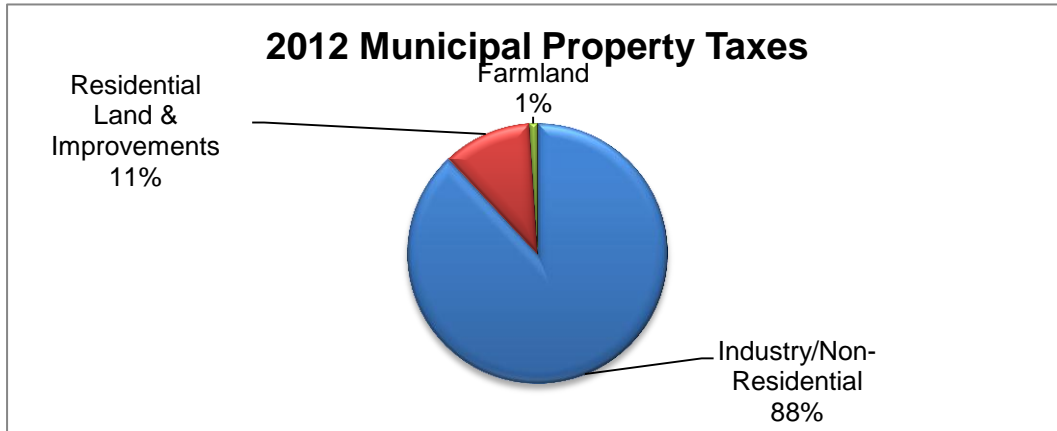
1. Identify the current remaining lifecycle of the oil and gas industry in Clearwater County;
2. Identify factors that may influence this lifecycle such as broad technological advancements (i.e. certain quantities of resources may only be realized if advanced technology is developed) and broad pricing factors that may influence resource development;
3. Identify, if possible, long-term corporate involvement in Clearwater County; and,
4. Identify industry skill sets and infrastructure that may prove valuable in the attraction or development of other industries.

The Working Group met with stakeholders over the course of several months in an attempt to meet these objectives. These stakeholders were selected by the Working Group, and were made aware that a public report would be created with the Working Group's findings. This document is the aforementioned report.

Over the course of the Summit, the objectives of the Working Group became more specific, and focused mostly on the first three outlined in the Terms of Reference, as opposed to the fourth and final objective. This report will firstly provide an overview of the challenges and trends the oil and gas industry currently faces within the County for future sustainability. Secondly, industry opportunities are identified and recommendations are made. Finally, the report will conclude with a summarization of the Working Group's overall thoughts.

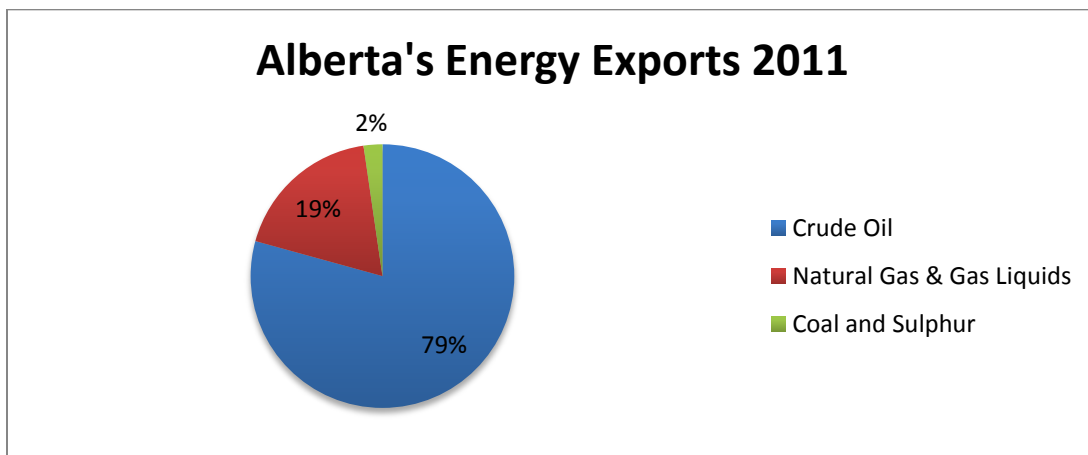
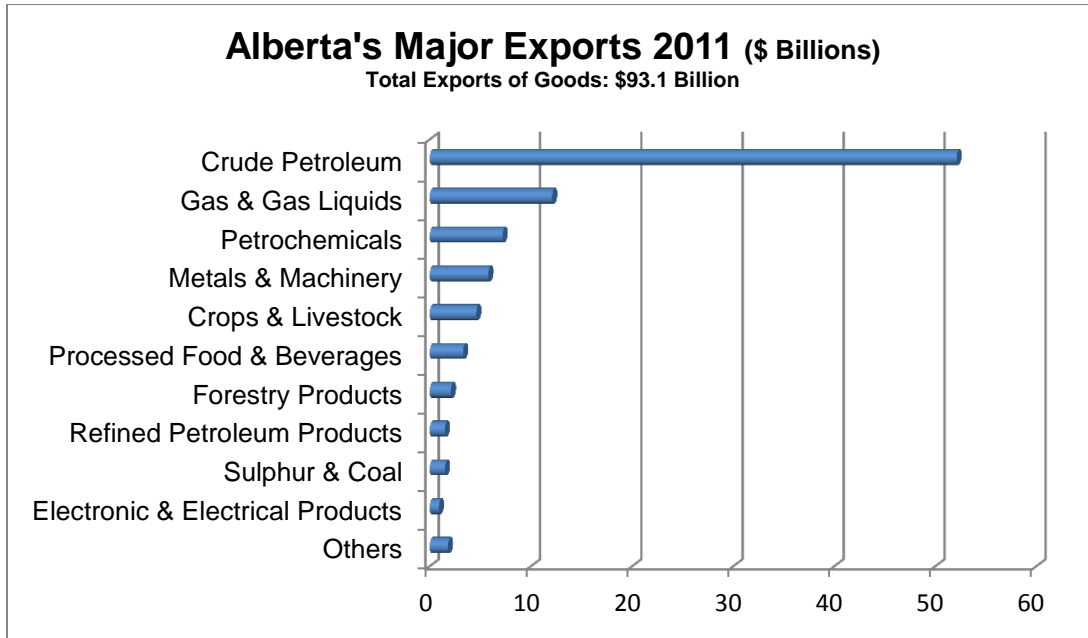
Background

Clearwater County heavily relies on industry for municipal revenues. Historically, approximately 80-90% of the tax-base has come from industry, as depicted below:



Given this breakdown, Clearwater County Council established the *Reeve's Economic Summit* in part to better understand future municipal revenues based on Industry's long-term plans within the region. With oil and gas playing a major role for future municipal revenues and the local economy in general, the Oil and Gas Working Group engaged stakeholders from within the oil and gas community to fulfill the Working Group's objectives. Additionally, an issue of particular concern pertaining to the future of municipal revenue for Clearwater County recognized by the Working Group is the perceived notion that rural communities do not require as much industrial taxation in order to remain sustainable. If

taxation methods are significantly altered, where the County and other rural communities are unable to retain adequate industrial taxation dollars within their own community, it could pose serious problems for the sustainability of these communities and the Province as a whole. Clearwater County is not alone when it comes to a reliance on the oil industry; Alberta's overall export economy is heavily situated with oil and gas, as depicted by export statistics¹:

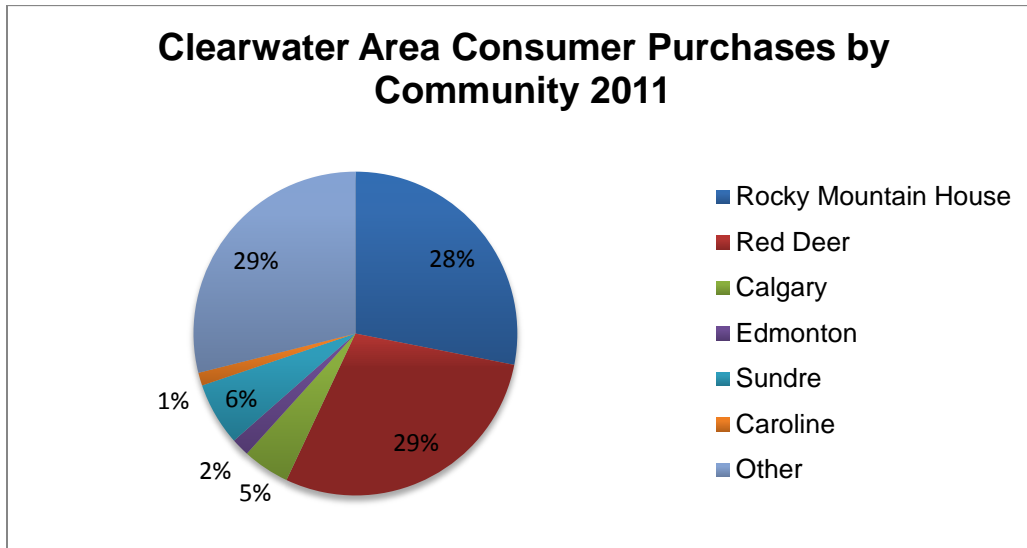


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¹ Statistics Canada and Alberta Enterprise and Advanced Education. Export of services is not included in this estimate.

² Statistics Canada, Energy Resources Conservation Board, Alberta Enterprise and Advanced Education.

Specific to the Oil and Gas Working Group, Gas & Gas Liquids were of particular interest, given Clearwater County’s natural gas reserves. Other statistical economic factors driving the establishment of the *Summit* included data supportive of the idea that many residents of the Rocky/Clearwater/Caroline area make a large proportion of consumer purchases in outside communities:

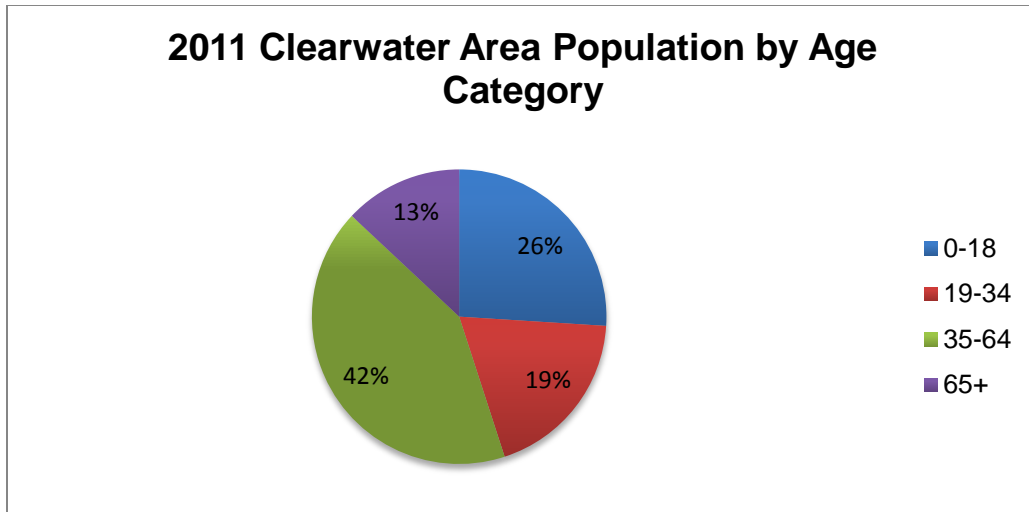


The Province’s Open Data Portal indicates that the population of the Rocky Mountain House-Drayton Valley area is currently 39,007. The Data Portal has the Rocky-Drayton area growing by 11,000 to a total of 50,181 people in 2042.⁴ If these estimates turn into reality, this will create a number of new conditions and challenges for local governments in the Rocky/Clearwater/Caroline/ region.

Moreover, the growing concern facing rural communities regarding the retention of youth helped to fuel this study. According to the 2011 Statistics Canada Census, the population of the Rocky/Clearwater/Caroline area can be broken down as follows:

³ Natural Resources Canada, “Measuring the Economy of the Sundre and Rocky Mountain House Area of Alberta,” 35. It is important to note that these figures were put together from a community survey and respondents’ replies.

⁴ Alberta Open Data Portal. Accessed 3 June 2013. Web. <http://data.alberta.ca/data/demographics-population-projections-subzone-2013-2042>



Prior to the initiation of the Working Group's study, the general belief was that those entering the oil and gas industry after high school would not likely retire in the industry. For this reason, as well as the future impact on municipal revenues and the local economy, the Working Group sought to better understand the lifecycle of oil and gas operations in Clearwater County.

Challenges and Trends:

Employment

The oil and gas industry directly employs a significant number of the County's residents, and indirectly employs many others. Unfortunately, an accurate number cannot be determined due to generalized data provided by the Canadian Census. However, the Working Group learned through several meetings held with a number of companies that operate within the region that this number is significant amongst residents of Rocky Mountain House, Caroline and Clearwater County. Generally, jobs within the industry in this area are not expected to increase or decrease significantly within the next few years, although during the establishment of this report, Devon Canada and Keyera/Sulvaris announced plans for the construction of a new gas facility and a new sulphur fertilizer facility, respectively. These facilities and their construction will create a number of temporary and permanent jobs in the community.

⁵ Statistics Canada, 2011 Census Profile. Accessed 30 April 2013. Web. <http://www12.statcan.gc.ca/census-recensement/2011/dp-pd/prof/index.cfm?lang=e>



Many companies are actively looking for people to fill positions within the Clearwater region, as there is often a high turnover rate. A major issue for employers is the attraction and retention of skilled labour. A reason cited for this issue, by the majority of delegates, is that many people they want to hire would prefer to live closer to Highway II, so they find work closer to the Highway II corridor. Other times what may happen is that persons will work in the area, and commute home after work to municipalities closer to the Highway II corridor. Some delegates mentioned this is of concern to them because the increased driving time increases the probability for safety incidents to occur, and also that members of the workforce lose their sense of belonging to the community.

Another trend identified was that one member of a family can typically find work in the Clearwater region, but the spouse or significant other cannot. Therefore, spouses or significant others often find work along the Highway II corridor, and the family opts to live in a municipality east of the County, closer to the corridor, in order to better accommodate both persons. The Working Group recognizes that a 'commuter workforce' creates several issues, namely:

- Safety concerns for residents and workers in the area due to the increased amount of highway traffic;
- A disconnect of one's sense of community, as a result of living and working in a different place;
- Negative effects on retail businesses in the Clearwater region, who lose out on consumer spending to businesses in other communities; and,
- Lost opportunities for municipalities in the Clearwater region to benefit from increased residential growth.

A common theme presented to the Working Group was that the workforce is highly paid and skilled, and requires a community to cater to their entertainment and recreation wants, so the community is not only a place to live and work, but also a place to play.

Duvernay Formation

As a result of the public focus that has been placed on the Duvernay Formation, the Working Group sought to learn more about the Duvernay from the delegations they met with, to garner a better understanding for the potential life cycle of drilling operations in the



County. It was indicated to the Working Group that many companies are looking at the economic feasibility of setting up operations to exploit the liquids-rich area in the future. Therefore, no solid predictions of the future of the formation or its impacts on the County can be made by the Working Group at this time. The price of commodities is a factor that will ultimately affect the feasibility of Duvernay exploitation, as is usually the case with most oil and gas operations.

Technology and Life Cycle

Technological advancements affect the life cycle of oil and gas operations in Clearwater County. Consistently, advancements in drilling, pipeline and facility technology help the industry to operate more effectively and efficiently. The increased usage of multi-well pads and hydraulic fracturing ('fracking') in particular has contributed to new levels of production for producers in the municipality. For example, today the depths of oil and gas wells average upwards of 2200 meters, with many exceeding 4000 meters. However, the scope of oil and gas activity is largely dependent on market factors, so how the local economy will ultimately be affected currently depends on multiple outside influences.

However, as far as oil and gas reserves within the County are concerned, the Energy Resources Conservation Board (ERCB) stated to the Working Group that although the estimates they provide for initial established reserves indicate that 92% of conventional crude oil and 81% of natural gas have been produced within Alberta, new reserves are continually found and new technologies developed that are able to exploit and further develop product in ways the initial established reserve estimates had no way of accounting for. (Initial established reserves refer to the volume of product available prior to exploitation amongst discovered pools). So although in 2012 the ERCB had projections for 8.6 and 9.1 years left of conventional oil and gas in Alberta, these figures do not account for unconventional product⁶ or tight oil/gas.⁷ Moreover, these figures are consistently changing as the ERCB updates their database as new factors are discovered and considered. From

⁶ Unconventional product refers to oil and gas deposits that do not flow easily, and can also refer to the methods used. For instance many 'Tertiary' methods of recovery, such as hydraulic fracturing, utilize some technique to increase the mobility of the oil in the reservoir, and are considered unconventional. These methods typically lead to Enhanced Oil Recovery, where recovery factors sit between 30%-60%, as opposed to natural flows or water or gas floods, which have a recovery rate range from 10%-40%.

⁷ Tight oil/gas refers to deposits that are locked in shale or low permeability rock including: sandstone, siltstone and carbonates.

their discussions with various oil and gas companies and the ERCB, the Working Group estimates that the oil and gas industry should remain active within the Clearwater region for the next 10-20 years, under present circumstances and market conditions. However, the Working Group believes the biggest issue is not running out of product, but instead having a place to market it. Given the increased exploitation of shale gas in the United States (US), it is anticipated that natural gas exports will decrease over the next 10-25 years, as the majority of Canada's natural gas exports go to the US. For instance, given current market conditions, by 2038 it is expected that natural gas exports will be ~80% less than what they are today.⁸

In regards to facilities within the County, it is generally expected that many large gas facilities will continue to produce for a number of years to come. However, some major facilities have started to decline in production, and will undergo plant modifications over the next decade.

Market Trends

Given market conditions such as the price of natural gas during the time of this report, the focus for most producers within Clearwater County is in liquids-rich natural gas and oil plays. At this time, there are approximately 2748 gas wells and 1872 oil wells in Clearwater County (these figures exclude horizontal wells). However, new oil developments in Clearwater County are probably quite limited, given that the majority of reserves indicated to the Working Group are natural gas.

At the time of this report, a popular economic term is the 'bitumen bubble,' referring to the inability to get Alberta product to foreign markets at world price. In other words, most Albertans agree that Alberta does not receive full value for the quality of its product, and that it would benefit companies and subsequently, Provincial royalties if Alberta were able to get a better price. In essence, Alberta is a 'price-taker,' in that Western Canadian Select (WCS) is a lower quality product than West Texas Intermediate (WTI). The lower price which Alberta receives is not only due to the quality of the product and the lack of transportation options to get the product to refineries in the US, but also that the US has been able to increase its supply of domestic product, particularly in places like North

⁸ Dan O'Connor, (S&T²) Consulting Inc. *Presentation at the 2013 FIBRE Conference*. Salon 12, Shaw Conference Centre, Edmonton AB. 25 April 2013. Speech.



Dakota. Put simply: the 'bitumen bubble' is a combination of growth in US domestic reserves and that Alberta has not kept up with this pace in respect to getting Alberta product to market, as well as diversifying our exports to include Eastern Canada and Asia. At the time of this report, this issue is why the Province is lobbying for pipelines to be built to the BC Coast and Eastern Canada, and into the US with the Keystone XL. Alberta's opportunity for market diversification may be significantly time sensitive, as Russia is sitting on huge reserves, which, if developed, would limit Alberta's access to Asian markets, particularly China.

In its discussions with various stakeholders, the Working Group found that bitumen is projected to continue to increase its hold within Alberta's overall oil and gas marketplace. What effect this is having, or will have on Clearwater's local economy is purely speculation, but the Working Group notes that this trend may have a significant impact on where residents of the municipality work, given that many residents work in the oil and gas sector and that this area's geophysical makeup is primarily natural gas. Moreover, given the anticipated decline of Canadian natural gas exports, the Working Group stresses that a focus for stakeholders should not only be to access markets outside of the US, but to grow domestic markets as well. For example, natural gas is consistently marketed as a 'clean alternative' to coal, yet 52% of Alberta's electricity production in 2012⁹ came from coal. If there was a greater market for natural gas domestically, it is likely that local production would benefit.

⁹ Nathan Vanderkilpe, "Alberta's carbon-tax windfall dilemma" in *The Globe and Mail*, April 9, 2013. Accessed 30 April 2013. Web. <http://www.theglobeandmail.com/report-on-business/industry-news/energy-and-resources/albertas-carbon-tax-windfall-dilemma/article10959863/>

Opportunities

After meeting with different stakeholders from within oil and gas, the Working Group recognizes that potential future opportunities within Clearwater County's oil and gas industry includes, but is not limited to:

1. The development of natural gas vehicles and compressed natural gas fuelling stations to aid in the expansion of the domestic natural gas market;
2. The enhanced development of multi-use 'co-generation' facilities, i.e. Agricultural, Forestry and Oil and Gas operations taking place at a single facility, all working to produce energy; and,
3. The expansion of sulphur and fertilizer development.

Recommendations

Given its findings, the Working Group makes the following recommendations:

1. Clearwater County Council recommends that the Intermunicipal Cooperation Committee (ICC) create a Regional Cultural and Economic Development Task Force after the conclusion of the *Reeve's Economic Summit* with the purpose of developing a Joint Cultural and Economic Development Plan for the region with the Town of Rocky Mountain House and Village of Caroline. This Plan should take into account principles of a 'creative economy,'¹⁰ described by Richard Florida and Gord Hume, in addition to the trends identified by the *Reeve's Economic Summit*. Such principles include¹¹:
 - That the workforce is increasingly composed of creative professionals such as knowledge-based workers, those working in healthcare, business and finance, the legal sector, education, scientists, engineers, researchers, technical and technological professionals, as well as artists, writers and musicians;

¹⁰Referring to author Gord Hume's CRINK economy concept and Richard Florida's 'Creative City Movement.' The main thesis is that economic prosperity is shaped by knowledge-based workers and entrepreneurs. Ultimately, "creativity and innovation are together the overall elements to propel municipalities to success." Hume stresses that municipalities should have an economic development strategy which strives to establish the necessary conditions to attract knowledge-based workers with things like culture, recreation and retail variety.

¹¹ Gord Hume, *Cultural Planning for Creative Communities*.

- That ‘traditional’ industries increasingly rely on creative professionals’ skills and knowledge;
- That bright young people are more likely to be attracted to municipalities that offer the environment, job opportunities, social experiences, and quality of life that they expect and demand; and,
- That in a globalized economy, municipalities must often compete with one another to attract people and investment to their communities.

It is the Working Group’s belief that this Report, combined with the others released in accordance with the *Reeve’s Economic Summit* provides an excellent foundation for such a plan and initiative to be developed.

2. Clearwater County Council recommend that the Intermunicipal Cooperation continue the trend established by the *Reeve’s Economic Summit* of engaging with industry and economic specialists and stakeholders with the goal of enhancing the community’s awareness and knowledge of trends and issues. For instance, having an annual speaker on municipal creativity could be a route the ICC wishes to take. It is the Working Group’s opinion that a permanent body be established by the ICC which includes Council and Administrative staff from all three municipalities in the region to maintain a common economic development vision. This body would act on the goals established by a regional Joint Cultural and Economic Development Plan.
3. Clearwater County Council and Administration explore ways to work with local high schools and businesses to promote trades and skilled labour positions in the area, and any other opportunities that may encourage young people to continue to live and work in the community.
4. Regarding some of the described labour shortages companies face within Clearwater County, that the municipality consider posting a ‘Jobs’ link on the County webpage which would direct visitors to external sources for job opportunities within the community.
5. Regarding some of the described labour shortages, the difficulties families have with finding a job for all family members, and the current prospects for natural gas, the Working Group recommends that Council pursue a proactive philosophy of developing Clearwater County to be a community of choice. This entails:



- Having the necessary infrastructure and entertainment and recreation opportunities residents demand and expect, as well as the kinds of things that attract new residents to the community;
- Helping to create a vibrant cultural, arts and recreation environment that entices people to live in the community. Such items may include new programs, or may include the development of new facilities which benefit the greater Rocky/Clearwater/Caroline region, yet also attract visitors;
- The expansion of tourism opportunities;
- That given projections on bitumen and the likelihood that corresponding operations will continue to exist in the Fort McMurray area and the Capital Region for upgrading, that Council and the Task Force, if established, look at ways to improve transportation infrastructure and partnerships for residents commuting from Clearwater to Northern Alberta. The Working Group believes that a concerted effort should go towards the enhancement of the municipal airport. Another area would be the formalization of partnerships within the greater Central Alberta region for transportation;
- Council, and the Task Force strive to attract a variety of new businesses and retail outlets to the community to further contribute to the attraction and retention of residents; and,
- Council continue its commitment to excellence and progressiveness.



Conclusions

This report by the Oil and Gas Working Group is broad in scope, as many of the challenges and trends witnessed within the oil and gas industry in Clearwater County affect other industries and aspects of economic development. This report, combined with the other reports that will be established as part of the *Reeve's Economic Summit* will serve as catalysts to provide new areas of collaboration and innovation within the community to generate new ideas and solutions to some of the problems discussed by the Working Group.

The Working Group encourages Clearwater County Council, but even more importantly, the broader Rocky/Clearwater/Caroline community to utilize this report as a starting point and a trigger for new, progressive achievements in our region over the next five, ten and twenty years.

Overall, the Working Group recognizes that the diversification of the local economy and the growth of our major industries is vital to the community's sustainability. This report targeted the oil and gas sector in particular, but the Working Group hopes that its findings and recommendations will help to guide regional economic and community development in general in the years ahead.

Through its discussions over the last several months, the Working Group discovered that having a creative, vibrant economy largely depends on the workforce. When a community has a creative and talented citizenry, residents are capable of making the local economy flourish through new ideas and new businesses. In order to continue to retain and attract intelligent, skilled people to our community, the Working Group strongly recommends that a regional Cultural and Economic Development Task Force be created to ask questions of the community like:

- 'What do we want our community to look like in 20 years?'
- 'What amenities do we need to improve or add within that time to retain and attract talented people to the community? Such amenities include things like affordable housing, recreation and arts centres, healthcare and daycare centres.'
- 'What action items need to be developed by the region to ensure long-term prosperity?'



The Working Group believes this Report provides a foundation to some of these questions, and hopes that the regional Cultural and Economic Development Task Force picks up where we have left off.

Moreover, as Gord Hume states, “the competitive reality is that most communities now offer similar amenities to potential investors and companies. They have serviced, zoned land available. They have wireless high-speed Internet. They have an economic development corporation of some kind that offers help to new businesses. What differentiates Canadian communities today is the quality of life they offer—and that does vary substantially...Bright young people are not going to be attracted to communities that don’t offer the environment, job opportunities, social experiences, and quality of life that they expect and demand today. The inevitable result will be stagnation and economic decline.”¹²

Clearwater County Council and the stakeholders who participated in the *Reeve’s Economic Summit* with the Oil and Gas Working Group showed both vision and leadership in addressing some of the issues the community faces—but this is merely the beginning in a long journey ahead. The Working Group thanks them for their support and contributions, and invites the community at large to generate new ideas and solutions from the framework provided by our work.

Respectfully Submitted,

The Clearwater County Oil & Gas Working Group

¹² Gord Hume, *Cultural Planning for Creative Communities*, 3-5.



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

Questions?

Please feel free to contact:

Trevor Duley

Community Services Coordinator

403-845-4444

tduley@clearwatercounty.ca

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@clearwatercnty on Twitter

www.clearwatercounty.ca



Agenda Item

Project: Agreement – Agent for Village of Caroline	
Presentation Date: June 25, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life, Inter-governmental Relations	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the Agreement as presented and authorizes the Reeve and CAO to sign.	
Attachment: Agent Agreement	

Background:

Clearwater County has agreed to act as Project Manager for the construction of the Kurt Browning Complex. As the Village is the owner of the land and buildings the Village needs to authorize the County to act as its “Agent” so that the County may enter into contracts, apply for permits (e.g. building permits) and undertake all work required as Project Manager.

The Village Council reviewed and approved the attached Agent Agreement on June 18. Staff recommends that Council accepts the Agreement as presented and authorizes the Reeve and CAO to sign.

MEMORANDUM OF AGREEMENT

(the “Agreement”)

BETWEEN:

CLEARWATER COUNTY

(the “County”)

OF THE FIRST PART

- and -

THE VILLAGE OF CAROLINE

(the “Village”)

OF THE SECOND PART

WHEREAS the Village is the registered owner in fee simple of the following lands:

PLAN 6976ET

BLOCK 3

LOT 6

and municipally described as 5103 – 48 Avenue, Caroline, Alberta

(the “Lands”)

AND WHEREAS the Village has received a \$500,000.00 grant for the expansion of the Kurt Browning Complex (the “Project”);

AND WHEREAS the County has agreed to contribute all additional funds necessary to complete the Project;

AND WHEREAS the Village and the County have agreed that the County will act as the project manager and be solely responsible for coordinating the construction of the Project, including entering into all necessary contracts, applying for all necessary permits and generally completing the Project (the “Project Management”);

AND WHEREAS the Village has agreed to grant the County non-exclusive access to the Lands for the purposes of performing the Project Management;

AND WHEREAS the Village has agreed to permit the County to act as agent for the Village for the limited purposes set out in this Agreement;

NOW THEREFORE THIS AGREEMENT WITNESSES that for and in consideration of the premises, the mutual covenants herein provided and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto covenant and agree as follows:

1. The Village hereby gives to the County, including agents, contractors or employees of the County, the non-exclusive rent-free licence, privilege, liberty easement and right to access, use and make changes to the Lands during the term of this Agreement, for the purpose of Project Management and conducting all activities the County, in its sole discretion, deems necessary for the completion of the Project (the “Right-of-Access”).
2. The Village, as principal, hereby appoints the County as its agent for the purpose of making all permit applications in the name of and on behalf of the Village, which the County, in its sole discretion, deems necessary for the completion of the Project (the “Agency”).
3. The County expressly agrees and acknowledges that the agency relationship created pursuant to the terms of this Agreement is limited to the performance of those activities set forth in paragraph 2 of this Agreement.
4. The Right-of Access and Agency shall commence on May 1, 2013 and shall automatically terminate upon final completion of the Project.
5. The Village and County agree to execute all documents necessary to give effect to the Right-of Access and Agency.
6. The County shall be entitled to the Right-of-Access without any unreasonable interference or interruption from the Village.
7. Nothing in this Agreement shall be construed to make the parties hereto partners or joint venturers or render either of said parties liable for the debts or obligations of the other.
8. If any provision of the Agreement, or portion thereof, or the application thereof to any person or circumstances, shall, to any extent be held invalid, inoperative or

unenforceable, the remainder of this Agreement, or the application of such provision or portion thereof to any other persons or circumstances, shall not be affected thereby; it shall not be deemed that any such invalid provision affects the consideration for this Agreement; and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

9. Any notice required or permitted to be given to either party hereunder shall be validly given if either delivered to the address provided below, or if mailed by prepaid registered mail to the address below, or if sent by facsimile transmission to the numbers (if any) provided below:

Clearwater County
P.O. Box 550
4340 – 47 Avenue
Rocky Mountain House, AB T4T 1A4
Attn: CAO

Village of Caroline
P.O. Box 148
5004 – 50 Avenue
Caroline, AB T0M 0M0
Attn: CAO

Any such notice mailed as aforesaid shall be deemed to have been received by and given to the addressee on the 4th business day following the date of mailing, provided, however, that if there is any interruption in normal Post Office delivery by reason of strike, lockout or labour declarations of work-to-rule such notice shall be delivered as aforesaid. Any notice sent by facsimile transmission shall be effective upon, but only upon, actual receipt in legible form by the addressee.

Either party may at any time give notice in writing to the other of any change of address or of facsimile number, or both, of the party giving such notice. Until such notice is received, notice sent to the last official address or facsimile number shall be deemed to be effective notwithstanding an actual change in the same.

10. This Agreement shall enure to the benefit of and be binding upon the parties hereto notwithstanding any rule of law or equity to the contrary.

11. This Agreement shall be governed by and construed in accordance with the laws of Alberta and the parties hereto attorn to the jurisdiction of the Court of Queen’s Bench of Alberta on the resolution or determination of any disputes or other matters hereunder.

IN WITNESS WHEREOF this Agreement is executed by the parties hereto under their respective corporate seals as witnessed by the hands of their respective proper officers duly authorized in that behalf this _____day of June, 2013.

CLEARWATER COUNTY

PER:

Reeve

CAO

VILLAGE OF CAROLINE

PER:

Mayor

CAO



Agenda Item

Project: Wetaskiwin Revenue Sharing Agreement	
Presentation Date: June 25, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Sustainability, Inter-governmental Relations	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the Wetaskiwin Revenue Sharing Agreement.	

Background:

As Council is aware, in 1991 the County of Wetaskiwin and, then, M.D. of Clearwater entered into a revenue sharing agreement, in recognition of the unique situation within the northern area of the County (referred to as “the panhandle”) where access to these lands is only possible through Wetaskiwin County. Given that the agreement was over twenty years old a review was undertaken to determine if the access provisions were still relevant or if other factors should be considered or revised. Based on the outcome of that review a new agreement is presented for Council’s review.

The proposed agreement contains the same key principles and provisions as the 1991 agreement. To summarize the main points of the agreement:

1. The lands subject to the agreement are more accurately described and a map depicting the area has been added for clarification purposes.
2. The revenue share remains at 35% as does the condition that no application for annexation will be made by Wetaskiwin during the term of the agreement.
3. A provision has been included providing equal access by Clearwater residents and businesses to services provided by Wetaskiwin County. While it is anticipated that the principle services that will be provided are access to wastewater and solid waste services, the agreement reflects that other services would be covered under the Agreement (e.g. recreation facility rental).
4. Inclusion of a dispute resolution section.
5. A set term for future review of the agreement and timeline for renegotiation.

The Agreement has been reviewed and accepted by the Wetaskiwin County Council on June 18, 2013.

AN AGREEMENT MADE THIS ____ DAY OF _____, 2013 A.D.

BETWEEN

CLEARWATER COUNTY

In the Province of Alberta

(hereinafter referred to as "Clearwater")

OF THE FIRST PART

AND

COUNTY OF WETASKIWIN NO. 10

In the Province of Alberta

(hereinafter referred to as "Wetaskiwin")

OF THE SECOND PART

WHEREAS Townships 45-08-W5, 46-08-W5, and portions of Townships 47-08-W5, 47-09-W5, 46-09-W5 and 45-09-W5 south and east of the North Saskatchewan River (hereafter referred to as "the Lands") are located within the municipal boundaries of Clearwater County as per Appendix A attached; and,

WHEREAS, the developments and property located within the Lands receive principal access from the east on roads maintained by Wetaskiwin County; and,

WHEREAS Wetaskiwin is incurring the principle road maintenance costs due to traffic travelling to and from the Lands; and,

WHEREAS Section 55 of the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, provides that a Municipality may to enter into an agreement with another Municipality to share taxes; and,

WHEREAS Clearwater and Wetaskiwin have previously reached an agreement to share tax revenues and are desirous in continuing such an agreement;

NOW THEREFORE, the Parties in consideration of the mutual promises, terms, covenants and conditions set out herein agree as follows:

1. In recognition of Wetaskiwin's efforts in developing and maintaining roadways that provide access to the Lands, Clearwater will annually make a payment to Wetaskiwin.
2. The first payment will be made on or before November 30, 2013 and payments will continue to be made by November 30 on an annual basis during the currency of this agreement.
3. Clearwater will pay to Wetaskiwin thirty-five percent (35%) of all the municipal taxes annually collected in the Lands. Municipal taxes collected shall include all revenue collected by Clearwater from the application of the annual municipal tax rate to all properties within the Lands assessed in accordance with the Municipal Government Act.

4. Wetaskiwin hereby acknowledges that the amount paid by Clearwater will vary from year to year depending on the tax rate established and taxes collected. Thirty-five percent (35%) of all arrears and penalties collected by Clearwater from within the Lands will also be transferred to Wetaskiwin.
5. The determination of the municipal taxes collected in the Lands will remain with Clearwater. At the request of Wetaskiwin, all related accounts, records and information will be made available to Wetaskiwin officials for verification purposes.
6. After a review of all records as permitted in Clause 5, Wetaskiwin may dispute the total municipal taxes collected in the Lands by Clearwater. If Clearwater and Wetaskiwin are unable to resolve the dispute, the dispute will be addressed through the dispute resolution process as set out below in Point 11. Only the total municipal taxes collected in the Lands may be the subject of the dispute resolution process. The percentage amount as established in Clause 3 may not be disputed by either party.
7. In the event that any territory within the Lands, is removed from Clearwater for any reason; or in the event that territory within Wetaskiwin adjacent to the Lands is removed from Wetaskiwin for any reason, this agreement will immediately terminate on the date the territory is removed. Clearwater will have no obligation to make any payments to Wetaskiwin other than those required prior to the termination date.
8. During the term of this agreement Wetaskiwin agrees that it will not file an application to annex any portion of the Lands into the jurisdiction of Wetaskiwin.
9. In return for payments made during the currency of this Agreement residents, businesses and industry shall have access to Wetaskiwin owned facilities, principally, but not limited to, solid waste and wastewater facilities, on the same basis by Wetaskiwin residents, businesses and industry.
10. Wetaskiwin shall indemnify and hold harmless Clearwater, its Employees and agents, from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly out of any act or omission by Wetaskiwin, its employees or agents resulting directly or indirectly from receiving payment from Clearwater. Such indemnification shall survive termination of this agreement.
11. Clearwater shall indemnify and hold harmless Wetaskiwin, its Employees and agents, from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly out of any act or omission by Clearwater, its employees or agents resulting directly or indirectly from receiving payment from Wetaskiwin. Such indemnification shall survive termination of this agreement.
12. In the event that a dispute arises, Clearwater and Wetaskiwin will utilize the following dispute resolution process.
 - a. NEGOTIATION WILL BE THE PREFERRED DISPUTE RESOLUTION PROCESS
 - I. The municipalities will identify the appropriate personnel who are knowledgeable about the issue and those individuals will work to find a mutually acceptable solution through negotiation.
 - II. Those in the negotiation will negotiate in good faith to find a solution.

- III. Those in the negotiation will seek an integrated outcome in the decisions they make. An integrated outcome is one in which the parties elect to work together, integrating their resources, originality and expertise.
- IV. Those in the negotiation will attempt to craft a solution to the identified issue by seeking to advance the interests of all in the negotiation rather than by simply advancing their individual positions. The parties will fully explore the issue with a view to seeking an outcome that accommodates, rather than compromises, the interests of all concerned. In that regard, negotiators will seek to:
 - i. Clearly articulate their interests and the interests of their municipality;
 - ii. b) Understand the interests of other negotiators whether or not they are in agreement with them; and,
 - iii. Identify solutions that meet the interests of the other municipalities as well as those of their own.

b. MEDIATION WILL BE USED IF A NEGOTIATED SOLUTION IS NOT REACHED

- I. If the issue cannot be resolved through negotiation, the municipalities will find a mutually acceptable mediator. For assistance finding an acceptable mediator, the municipalities may consult the Municipal Dispute Resolution Services at Alberta Municipal Affairs or may consult the Alberta Arbitration and Mediation Society.
- II. Mediation is a process of assisted negotiation in which the municipalities retain power over the substantive outcome of the negotiation and the mediator facilitates the process.
- III. The mediator will be responsible for the governance of the mediation process.

c. FINAL PROPOSAL ARBITRATION WILL BE USED AS A LAST RESORT TO DISPUTE RESOLUTION.

- I. If the issue cannot be resolved through mediation, the municipalities will have the matter resolved by final proposal arbitration using a single arbitrator.
- II. In final proposal arbitration, the arbitrator must conduct the proceedings on the basis of a review of written documents and written submissions only, and must determine each issue by selecting one of the final written proposals submitted by either of the municipalities respecting that issue; no written reasons are to be provided by the arbitrator.
- III. If the municipalities can agree upon a mutually acceptable arbitrator, arbitration will proceed using that arbitrator. If they cannot agree on a mutually acceptable arbitrator, each municipality will produce a list of three candidate arbitrators. In the event there is agreement on an arbitrator evident from the candidate lists, arbitration will proceed using that arbitrator. If a mutually agreeable arbitrator is not found, Alberta Arbitration and Mediation Society will make the selection of an appropriate practitioner.
- IV. Subject to the above definition of final proposal arbitration, the arbitrator will be governed by principles of natural justice and fairness and may make rules and procedures (including reasonable time limits), as the arbitrator shall see fit.

13. This agreement may be amended by either party by the mutual written consent of both parties hereto.

14. For purposes of exchanging correspondence and giving notices under this agreement, the addresses of the parties are as follows:

CLEARWATER COUNTY
BOX 550
ROCKY MOUNTAIN HOUSE, ALBERTA
T4T 1A4

COUNTY OF WETASKIWIN NO. 10
BOX 6960
WETASKIWIN, ALBERTA
T9A 2G5

15. This agreement shall inure to the benefit of both parties.

16. The term of this Agreement shall be twenty (20) years from the date of signing.

17. Notwithstanding changes that may be made pursuant to Clause 7, parties to the agreement shall, not less than 1 year and not more than 2 years preceding the expiry of the 20 year term of the agreement, commence agreement review negotiations, which may be initiated through submission of written notice by either party.

In the event that a written notice is not submitted by either party before the expiry date of the agreement, the agreement will automatically be extended for a further 1 year period.

IN WITNESS WHEREOF the parties hereunto affixed their signature, on the date and year first written above.

CLEARWATER COUNTY

PATRICK ALEXANDER, REEVE

RON LEAF
CHIEF ADMINISTRATIVE OFFICER

COUNTY OF WESTASKIWIN NO. 10

GARY DEARING, REEVE

FRANK COUTNEY
CHIEF ADMINISTRATIVE OFFICER



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 02/13
Bylaw 979/13

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

APPLICANT: CLEARWATER COUNTY

ADDRESS & PHONE: Box 550 Rocky Mountain House AB T4T 1A4

REGISTERED OWNER: 1061814 Alberta Ltd. DEL RAMAGE, PRES

ADDRESS & PHONE: Box 38, SITE 3, RR #2 Rocky Mountain House AB T4T 2A2

AMENDMENT REQUESTED:

- CHANGE OF LAND USE DISTRICT FROM: "CR" COUNTRY RESIDENCE ^{Box} TO: "AD" HIGHWAY DEVELOPMENT
 LEGAL DESCRIPTION OF PROPERTY: SE 1/4 Sec. 27 Twp. 38 Rge. 08 W5M
 OR: LOT: _____ BLOCK _____ REGISTERED PLAN NO.: _____
 OR: CERTIFICATE OF TITLE NO.: 982000862 & 982000861 (Site Plan is attached)
 SIZE OF AREA TO BE REDESIGNATED: 1.0 (Hectares / Acres)

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

AMEND PORTION OF COE T'S CONTAINING 2.0ac & 3.0ac
FROM THE COUNTRY RESIDENCE DISTRICT "CR"
BACK TO THE HIGHWAY DEVELOPMENT DISTRICT "HD"

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

LANDOWNER WILL NOT BE PROCEEDING WITH BOUNDARY
ADJUSTMENT SUBDIVISION AND HAS WITHDRAWN HIS APPLICATION.
PER SECTION 12.2(13) COUNCIL MAY INITIATE REDESIGNATING
THE LAND BACK TO ITS FORMER DESIGNATION.

DATE: JUNE 19, 2013 BYLAW INITIATED
APPLICANT'S SIGNATURE DUE TO WITHDRAWAL OF
REMOVING APPLICATION BY LANDOWNER

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

APPLICATION FEE OF 0 DATE PAID: N/A RECEIPT NO. N/A

Bylaw Initiated by Council per LUB 12.2(13)

M. R. [Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE



GRANDVIEW STAGE RESORT
Good Food, Good Fun, Great Stay!

June 12, 2013

To: the Reeve and Councillors, Clearwater County

Re: Rezoning Application for Grandview Stage property, SE 27 38 8 W5

As a result of inclusion of a clause specifying an agreement future acquisition of land for road widening, we have decided not to proceed with the rezoning of the above property.

We thank you all for the time and effort you expended in hearing and approving our application, and for making the process straightforward.

[REDACTED]

Thank you.

Yours Truly,

Del Ramage,
President,
Grandview Stage Resort

Cc Marilyn Sanders, Senior Planner

Located 15 min SW of Rocky Mountain House on Highway 752

Box 38, Site 3, RR 2
Rocky Mountain House, AB
T4T-2A2

gvstage@telus.net
phone 403-845-6404

www.grandviewstage.com
fax 403-845-6407

BYLAW NO. 979/13

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

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

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

WHEREAS, the general purpose of the Highway Development District "HD" is to regulate development adjacent to public roads;

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

That a portion of lands described as PT SE 27-38-08-W5M as outlined in red and identified as "CR" on the attached Schedule "A" to be redesignated from the Country Residence District "CR" to the Highway Development District "HD".

READ A FIRST TIME this ____ day of _____ A.D., 2013.

REEVE

MUNICIPAL MANAGER

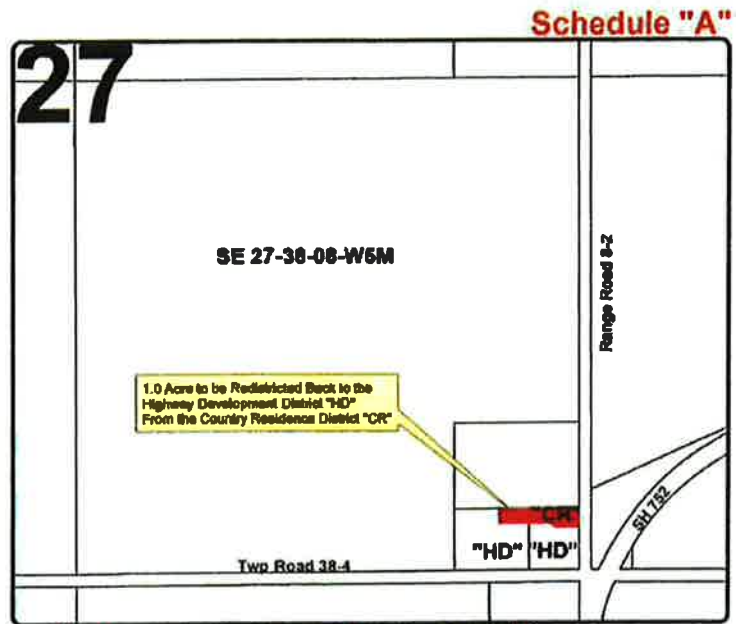
PUBLIC HEARING held this ____ day of _____ A.D., 2013.

READ A SECOND TIME this ____ day of _____ A.D., 2013.

READ A THIRD AND FINAL TIME this ____ day of _____ A.D., 2013.

REEVE

MUNICIPAL MANAGER



**Bylaw No. 979/13
Schedule "A"**



**Application #02/13 to Amend Land Use Bylaw
PT SE 27-38-08-W5, Approximately 1.0 Acre**





Agenda Item

Project: Application No. 04/11 to amend the Land Use Bylaw – Public Hearing	
Presentation Date: June 25, 2013 Time: 1:15 PM	
Department: Planning	Author: Keith McCrae
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: N/A	Goal: N/A
Legislative Direction: <input type="checkbox"/> None	
<input type="checkbox"/> Provincial Legislation (cite)	<u>MGA s633</u>
<input checked="" type="checkbox"/> County Bylaw or Policy (cite)	<u>IDP – s5.1.1, s5.1.3, s5.3.3, s5.3.10, and s8.6.4</u> <u>MDP – s 8.2.9, s8.2.16, s11.2.5, 11.2.21</u> <u>LUB – s13.4(6)</u>
Recommendation: Pending the results of the public hearing, it is recommended Council grant 2nd and 3rd readings to Bylaw 964/12 and 975/13	
<p>Background: The subject land is located approximately 1.5 miles north of the Town of Rocky Mountain House on the east side of the Airport Road. Kelly Spongberg holds title to the remainder of NW 02-40-07-W5 containing 152.06 acres and presently zoned Agriculture District “A”.</p> <p>On June 29, 2011 a previous application came before Council. At that time Council granted first reading to Bylaw 943/11 to redistrict one 12.6 acre parcel in these lands from Agriculture District “A” to Light Industrial District “LI”. At that time Council required an Outline Plan be prepared for Council’s consideration.</p> <p>Over a year later, on July 24, 2012 an amended application under Bylaw 964/12 was presented for the redesignation of approximately 70 acres of the subject lands to the Light Industrial District “LI” for the purpose of creating a business park. The proposed development would provide for the relocation of an existing oilfield tank storage business along with the creation of a number of light industrial parcels of various sizes for sale. Such a development would require the preparation of an outline plan or an area structure plan to provide a framework for subsequent subdivision and development of the subject lands. A terms of reference for the preparation of an area structure plan was approved by Council on July 24, 2012.</p> <p>The applicants, proceeded with the preparation of the Area Structure Plan for the subject lands with the assistance of Matrix Planning and Williams Engineering. Jenny Wong of Matrix Planning prepared the Metaldog Industrial Park Area Structure Plan, dated April 5,</p>	

2013 for Council's consideration.

On May 14, 2013 Council gave 1st reading to Bylaw 975/13 for the Metaldog Industrial Park Area Structure Plan (ASP). Today's public hearing is to review and hear comments/concerns regarding Bylaw 964/12 for the Land Use Bylaw Amendment and Bylaw 975/13 for the Area Structure Plan. A copy of the ASP is included in Council's package for review. The purpose of the ASP is to provide a framework for the subdivision and development of the Metaldog Industrial Park which will see the creation of 13 lots varying in size from 2.52 acres to 8.58 acres. Jenny Wong of Matrix Planning on behalf of Kelly Spongberg will be in attendance to provide an overview of the proposed industrial park and provide details on the stakeholder consultation, and recommendations of the engineering reports completed.

Planning Direction:

The application is subject to the provisions of the Rocky-Clearwater Intermunicipal Development Plan, Municipal Development Plan (2010) and Land Use Bylaw.

The Rocky-Clearwater Intermunicipal Development Plan has several sections which address the subject land and proposed development. Map 1 Future Land Uses depicts the subject land as being adjacent to the long-term Town boundary therefore within the Rural Policy Area of the Rocky-Clearwater Intermunicipal Development Plan. It is important to remember that the overriding implementation of the IDP is as a comprehensive whole rather than individual policy directions. Future development should be well planned prior to any Land Use Bylaw amendments with area structure plans and outline plans being the primary tools supported by servicing studies. Some sections relative to this proposal are:

IDP Policy Area 5

- 5.1.1 Discourages non-agricultural uses in the Rural Policy Area and gives direction to agriculture being the predominant use.
- 5.1.3 Requires an area structure plan and/or outline plan prior to conversion of predominately agricultural lands within the Rural Policy Area to non-agricultural use.

IDP Policy Area 5.3 Goal

To promote well planned commercial and industrial development that serves local residents and contributes to regional and local economic development. This is to be done while reducing conflict between various uses.

- 5.3.3 Commercial and industrial use may be considered within the Rural Policy Area subject to the policies of the County's Municipal Development Plan.
- 5.3.10 Subdivision and development for commercial or industrial purposes in the Commercial Area, Industrial Area or Rural Policy Area on Map 1 shall be preceded by the preparation and adoption of an area structure plan and/or outline plan as required under the respective municipality's Municipal Development Plan.

IDP Policy 8.6.4

Area structure plans or outline plans should be prepared and adopted by the municipality having jurisdiction prior to changes in land use designation.

Some of the applicable sections of the Municipal Development Plan are:

MDP Policy 8.2.9

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

MDP Policy 8.2.16

Clearwater County prefers that industrial and commercial uses that are appropriate for business park locations be located in a business park. This ties back into the promotion of well-planned commercial and industrial development addressed in the IDP. However, the MDP states that Clearwater County may approve a proposal for an isolated commercial or industrial use outside a planned business park provided the following criteria are met to the satisfaction of the County:

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

MDP Policy 11.2.5

Clearwater County shall manage growth and land use change in the fringe area around Rocky Mountain House in accordance with the Rocky – Clearwater Intermunicipal Development Plan.

MDP Policy 11.2.21

To consider a proposed redesignation, subdivision or development for a large multi-lot subdivision, major development or other form of land use change as determined by the County, Clearwater County may require the applicant to prepare for consideration of approval by the County an area structure plan or outline plan.

The Clearwater County Land Use Bylaw identifies the purpose of Section 13.4(6) Light Industrial District “LI” to accommodate and regulate small to medium scale industrial operations.

First Reading:

At the regular Council meeting held on July 24, 2012, Council reviewed and gave first reading to Bylaw 964/12 for the Land Use Bylaw Amendment application. At the regular Council meeting held on May 14, 2013, Council reviewed and gave first reading to Bylaw 975/13 for the Metaldog Industrial Park Area Structure Plan.

As required by legislation, notice of today's Public Hearings were advertised in the local newspapers and comments were invited from the adjacent landowners and referral agencies. Upon consideration of the representations made at the Public Hearings, Council may consider whether or not to grant second and third readings to Bylaw 964/12 to redesignate the land to the Light Industrial District "LI" and Bylaw 975/13 to adopt the Metaldog Industrial Park Area Structure Plan.



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 11/04
Bylaw # 964/12

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

APPLICANT: Vic Maxwell
ADDRESS & PHONE: UNIT G, 2085, 50 AVE., RED DEER, AB. T4R 1Z4. 403 846-1242.
REGISTERED OWNER: KELLY W. SPONGBERG AND SPONGBERG ENTERPRISES
ADDRESS & PHONE: Box 533, Rocky Mountain House, T4T 1A4.

AMENDMENT REQUESTED:

1. CHANGE OF LAND USE DISTRICT FROM: AGRICULTURE TO: LIGHT INDUSTRIAL.
LEGAL DESCRIPTION OF PROPERTY: NW 1/4 Sec. 2 Twp. 40 Rge. 7 W5M
OR: LOT: _____ BLOCK _____ REGISTERED PLAN NO.: _____
OR: CERTIFICATE OF TITLE NO.: _____ (Site Plan is attached)
SIZE OF AREA TO BE REDESIGNATED: 12.6 ^{±70.0} ACRES (Hectares / Acres)

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

CHANGE: AGRICULTURAL ZONING TO LIGHT INDUSTRIAL.

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT: OWNER REQUIRES SPACE FOR TANK STORAGE AND VEHICLE STORAGE. THE AREA SUGGESTED IS MARGINAL AGRICULTURAL LAND. SIGHT LINES FOR ACCESS ARE SATISFACTORY AND ROAD STANDARD IS SATISFACTORY FOR ANTICIPATED TRAFFIC. PLUS ADDITIONAL LANDS FOR A LIGHT INDUSTRIAL PARK AS SUPPORTED BY AN AREA STRUCTURE PLAN.

DATE: MARCH 1, 2011 APPLICANT'S SIGNATURE [Signature]
AMENDED

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

AMENDED TOTAL FEE \$1300.00

APPLICATION FEE OF \$ 700.00 DATE PAID: March 1, 2011 RECEIPT NO. 70647
\$ 600.00

[Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE

BYLAW NO. 964/12

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

PURSUANT to the Authority conferred upon it by the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26.1 and amendments thereto, and;

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

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

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

That +/- 70.0 acres of NW 02-40-07-W5M as outlined in red on the attached Schedule "A" be redesignated from the Agriculture District "A" to the Light Industrial District "LI".

READ A FIRST TIME this 24th day of July A.D., 2012.

REEVE

MUNICIPAL MANAGER

REVISED per Metaldog Industrial Park Area Structure Plan, that +/- 86.88 acres of NW 02-40-07-W5M as outlined in red on the attached Revised Schedule "A" be redesignated from the Agriculture District "A" to the Light Industrial District "LI".

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

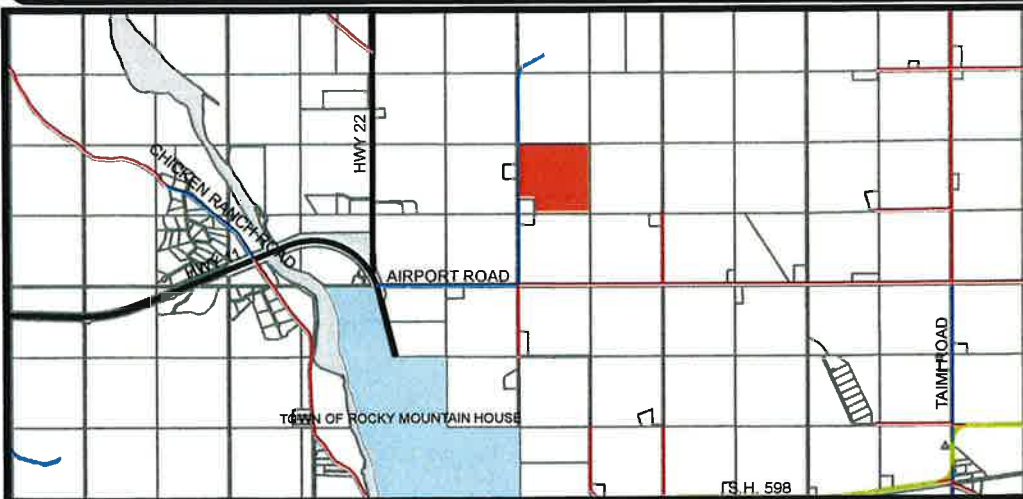
MUNICIPAL MANAGER

Revised Sketch Based on Area Structure Plan +/- 86.88 Acres to be Redistricted From Agriculture District "A" To Light Industrial District "LI"

Airport Road (Range Road 7-2)

NW 02-40-07-W5M

2



**Bylaw 964/12
REVISED
Schedule "A"**



**Application # 04/11 to Amend Land Use Bylaw
NW 02-40-07-W5, Revised to +/- 86.88 Acres
Vic Maxwell on behalf of Kelly Spongberg**



BYLAW NO. 975/13

A Bylaw of Clearwater County, in the Province of Alberta, for the purpose of adopting the Metaldog Industrial Park Area Structure Plan.

PURSUANT to the Authority conferred upon it by the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26.1 and amendments thereto; and

WHEREAS, for the purpose of providing a framework for subsequent subdivision and development of an area of land, Council has the authority to adopt an area structure plan;

NOW THEREFORE, upon compliance with the relevant requirements of the Municipal Government Act, the Council of Clearwater County, Province of Alberta, duly assembled, ENACTS AS FOLLOWS:

1. That the **Metaldog Industrial Park Area Structure Plan**, the Plan attached to and forming part of this Bylaw be adopted.
2. That this Bylaw shall come into force upon third reading of the Bylaw.

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

PATH & FILE NAME: C:\IT\Metaldog Industrial Park ASP (Sourabani)\Metaldog_01 2013.dwg PLOTTED DATE: 1/12/2013 8:16 PM PAPER SIZE: LETTER

Rge. Rd. 72



Lot 1

2
40-7-5

Legend	
	Light Industrial Lots = 28.306ha (69.95 Ac)
	Municipal Reserve = 3.782 ha (9.34 Ac)
	Proposed Roads = 3.071 ha (7.59 Ac)
	ER Easement = 18.383 ha (45.43 Ac)
	Public Utility Lot (PUL) = 1.765 (4.36 Ac)

MATRIX PLANNING

WILLIAMS ENGINEERING CANADA

WE

JOB. TITLE: **Metaldog Industrial Park ASP**
 NW 1/4 Sec. 2-40-7-W5M
 CLEARWATER COUNTY

DWG. TITLE: **MAP 5**
FUTURE LAND USE CONCEPT

OWN. BY: TF	DES. BY: JK	PROJ. MGR: PK	PEER REVIEW
DATE: 2013.01.12	SCALE: 1:5000	REVISION # 0	
PROJECT # 25826.01		DRAWING # 005	
		OF 8	

Metaldog Industrial Park Area Structure Plan

April 5, 2013



Prepared by:



for

Clearwater County

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1.0 INTRODUCTION

1.1 OVERVIEW/PLAN LOCATION

The Metaldog Industrial Park plan area is located at the NW ¼ Sec. 2 -Twp 40 - Rge.7 - W5M, within Clearwater County (**Maps 1 & 2**). The site is located approximately 1.6 km northeast of the north boundary of the Town of Rocky Mountain House. The site is accessed from Range Road 72 and Township Road 400. Highways 11 and 22 are approximately 1.6 km southwest of the site. The site is comprised of approximately 61.5 ha (152.06 acres) and is presently zoned Agriculture District (A). The land is owned by Mr. Kelly Spongberg and is proposed to be rezoned and subdivided in accordance with this Area Structure Plan for light Industrial purposes.

The proposed development is within the boundary of the Rocky-Clearwater Intermunicipal Development Plan, located directly north and east of the Town of Rocky Mountain House Long Term Town Boundary. The proposed ASP therefore must abide by the guidelines and policies of the IDP. The Rocky-Clearwater IDP identifies lands directly to the west and south as future industrial, thus making the proposed development a compatible land use for the future growth of the area.

The target market for users of the proposed industrial park could include trucking, oil & gas and construction related industries, including storage uses. Discussions with Clearwater County staff, identified a demand for large, rural industrial lots. Current availability of these lots within the County is limited and industrial lots within the Town are limited in size.

1.2 PURPOSE

The purpose of the Area Structure Plan is to provide a framework for the subdivision and development of the Metaldog Industrial Park development. The ASP will describe in detail proposed land use, density, open spaces, site servicing, including water, wastewater, stormwater, and shallow utilities, geotechnical considerations, fire protection strategies, transportation and access, and public and stakeholder engagement. The ASP will also describe how the proposed development fits with regional and local growth plans and policies for the area.

1.3 HOW TO USE THIS DOCUMENT

This Area Structure Plan (ASP) is divided into three parts:

- i. Background Information to answer the questions “what exists now?” (sections 1 - 3);
- ii. an explanation of the Plan Concept in conversational terms (sections 4 - 7); and,
- iii. a set of specific, enforceable policies (section 8) to guide the Subdivision and Development Authorities in their decisions. These policies inform the County, Developer and public of the specific actions required to ensure the area develops as intended by the ASP.

More detailed supporting information is located in an Appendix document under a separate cover and does not form part of the bylaw document.

The Appendix document includes:

- Appendix A** Geotechnical Assessment
- Appendix B** Preliminary Assessment of Site for Sewage Disposal Septic Field
- Appendix C** Phase I Groundwater Potential Assessment
- Appendix D** Rocky – Clearwater Intermunicipal Development Plan Map 1: Future Land Uses
- Appendix E** Traffic Counts and Projections & Traffic Impact Assessment
- Appendix F** Servicing Study
- Appendix G** Stormwater Management Report

1.4 PROVINCIAL POLICY CONTEXT

Municipal Government Act

Part 633(1)(2) of the Municipal Government Act outlines the requirements of an Area Structure Plan. It states that for the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan.

An area structure plan

a) must describe

- i) the sequence of development proposed for the area
- ii) the land uses proposed for the area, either generally or with respect to specific parts of the area
- iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
- iv) the general location of major transportation routes and public utilities,

and

b) may contain any other matters the council considers necessary

1.5 GOALS & OBJECTIVES

The following section lists the goals and objectives of the Metaldog Industrial Area Structure plan:

- Provide an opportunity for large, individually serviced light industrial lots related to the trucking, oil field, storage, and construction related industries.
- To ensure that the proposed development complements existing County and Town plans and policies including the Rocky-Clearwater IDP.
- To contribute to economic development within the County and create jobs for the area.
- To consult with Provincial Government agencies and Ducks Unlimited to ensure that development occurs in a manner that does not negatively affect the natural landscape and that any loss of habitat is mitigated.
- To create a safe and efficient vehicular transportation network to efficiently serve proposed lots.

2.0 EXISTING SITE CONDITIONS

2.1 EXISTING & SURROUNDING LAND USE/ZONING

The subject site is currently zoned Agriculture District (A) according to the Clearwater County Land Use Bylaw No. 714/01 (**Map 3**).

A majority of the subject site is currently being used as pasture/grazing land. There is currently one residence, a garage, and a shop in the southwest corner of the subject site owned and occupied by Mr. Kelly Spongberg. Mr. Spongberg plans to remain in this residence (**Map 4**).

The eastern and northeastern portion of the site is low and wet. Ducks Unlimited has a caveat on title for the northeast portion of the site, which includes a portion of the Rocky Airport Marsh (Ducks Unlimited Wetland Conservation Project). No development is proposed in the NE portion of the site.

A crude oil well licensed to Conoco Philips Canada is located in the central portion of the plan area. Details regarding setbacks are found in Section 2.3 of this report.

A 6.99 acre parcel has been subdivided out of the southwest portion of the site and it is currently occupied with one residence (Plan 8823093). A residence is situated on the north-west portion of SW2-40-7-W5M, south of the site, and one residence is situated directly to the west of the site on NE3-40-7-W5M.

East of the Sponberg residence, an existing sewage lagoon and easement services the residence on Plan 8823093.

The Rocky Airport is located approximately 800 metres north of the site on SW11-40-7-W5M and a weather station is situated directly north of the site.

2.2 TOPOGRAPHY, LAND COVER & WETLANDS

A majority of the western portion of the site is gently undulating pasture land, with tree stands in the southwest portion of the site. The eastern portion of the site is low, wet, and treed. The land slopes west to northeast down towards the low and wet area in the northeast. There are no steep slopes onsite (**Map 4**).

Ducks Unlimited – Rocky Airport Marsh

Ducks Unlimited has a caveat on title and landowner agreement for the northeast portion of the site, which contains a portion of the Rocky Airport Marsh, a Ducks Unlimited Wetland Conservation Project (**Map 4**). The licensed level of the wetland boundary is set at 983.5 m.

Through conversations with Ducks Unlimited there are no setbacks from this wetland area. The Municipal Government Act requires a 6 m setback from hazard lands, including wetlands, however no development will be proposed in the NE portion of the site as it is low, wet, and unsuitable for development. At this point in the planning process Ducks Unlimited had no objections towards the proposed development as development is set back a fair distance from the wetland.

2.3 WELLS/PIPELINES

A crude oil well licensed to Conoco Philips Canada is located in the central portion of the plan area. ERCB has indicated that there are no pipelines onsite and that the oil well is currently suspended. ERCB states that the building setback for suspended wells is 100 metres. It is proposed that this suspended well site becomes an industrial lot in the future after the well has been abandoned and reclaimed.

An access road in the northern portion of the site currently provides access to the oil well from Range Road 72.

2.4 SEWAGE LAGOON

East of the Spongberg residence, an existing sewage lagoon and easement services the residence on Plan 8823093. The developer proposes to upgrade the sewage system of the residence on Plan 8823093 so that this sewage lagoon is no longer needed. Once the lagoon is no longer needed, the sewage lagoon will be reclaimed in accordance with approvals from Alberta Environment & Sustainable Resource Development. Details of this process will be determined at the subdivision and development agreement stage.

2.5 SOILS

A Geotechnical Report was completed by Levelton Consultants Ltd. in July, 2012 for the subject site (**Appendix A**). The purpose of the geotechnical investigation was to assess the general feasibility of the site for the proposed industrial development according to the soil profiles and groundwater conditions onsite.

Seven test holes were drilled onsite at the depths of 2.1 m to 4.6 m. The soil profile generally consists of a layer of topsoil over sandy silt which is underlain by clay till and then clay shale or silt/sand stone bedrock. Groundwater was measured onsite and all of the test holes within the proposed development area of the site (western portion of the site) were shown to be dry. Test holes measured in the lower eastern portion of the site, for areas not proposed for development, have near-surface groundwater.

A preliminary assessment of the site for sewage disposal septic fields was completed as part of the Geotechnical Report (**Appendix B**). Grain size analyses were conducted for samples retrieved from all boreholes at the depth of 0.75 m and hydrometer tests were conducted for grain size analyses of soils as the particle sizes of all samples were less than 0.425mm.

The preliminary assessment indicates that the subsurface soils of the project site are suitable for the development of sewage disposal septic fields with suitable effluent loading rate. However, shallow bedrock was noted in all boreholes, which may preclude a conventional septic field thus necessitating a mound system in some parcels. Granular soils with no structure in some locations also indicate that pressure distribution may be required. Areas close to the existing wetland have

groundwater levels close to the ground surface and therefore these areas will not be suitable for conventional septic field installations.

2.6 GEOTECHNICAL RECOMMENDATIONS

The Geotechnical Report (**Appendix A**) completed for the subject site concluded that the site can be used for the proposed industrial development. However, the following geotechnical issues should be considered in the design and construction of foundations and pavements:

- The silty sand or sandy silt soil layer encountered below the topsoil will have high potential for frost heave action that will affect ground floor slabs, shallow foundations, and pavements.
- The northeast side of the site comprises a low, wet area. The test hole drilled close to the wetland area revealed a relatively large thickness of clay till and deeper weathered clay shale. Detailed site investigation is required over this wetland area.
- Dewatering of footing trenches might be necessary due to the high groundwater table, especially towards the wetland area.

For further details on the geotechnical recommendations onsite please refer to **Appendix A**.

2.7 GROUNDWATER

A Phase I Groundwater Potential Assessment (**Appendix C**) was completed May 31, 2012 by Waterline Resources Inc. for the subject site. There were 22 active water wells found in the surrounding study area and site (1.6 km radius), which are drilled to an average depth of 25.9 meters below ground level (mbgl). The study concludes that the Paskapoo Formation sandstone aquifers in the area appear to have good potential to provide a groundwater supply for the 13-lot industrial development, depending on the water use needed for the site specific purposes. For further information please refer to the Phase I Groundwater Potential Assessment located in **Appendix C**.

2.8 EXISTING TRANSPORTATION FEATURES

Existing transportation features within the plan area are summarized below (**Map 1**):

- Highway 11/22 is situated approximately 1.6 km southwest of the site.
- Twp. Rd. 400 is situated approximately 800 m south of the site.
- Rge. Rd. 72 is situated directly west of the site and provides access to the site.

2.9 SHALLOW UTILITIES

The adjacent and surrounding lands have access to natural gas, telephone, and power. Rocky Gas Co-op Ltd currently has natural gas service lines on the subject site. Fortis Alberta currently distributes power to the residence on the subject site, through overhead power lines on RR 72 and Telus currently provides telephone connections to the site from existing infrastructure along Range Road 72.

3.0 MUNICIPAL PLANNING CONTEXT

3.1 ROCKY-CLEARWATER INTERMUNICIPAL DEVELOPMENT PLAN (JULY, 2007)

Rocky Mountain House and Clearwater County adopted the Rocky-Clearwater Intermunicipal Development Plan in 2007 to guide development within the fringe areas of the Town and County and to provide a basis for inter-municipal discussion and collaboration on future growth within these fringe areas. The IDP identifies and develops policies regarding key environmental features, coordinates the development of roads and other municipal infrastructure; and plans for future expansion. The plan is based on growth and development over the next 50 to 75 years during which the population in the Plan Area is anticipated to increase from approximately 7,000 in 2005 to more than 35,000 (Rocky-Clearwater IDP, 2007).

As the Metaldog Industrial Park Area Structure Plan is within the boundaries of the Rocky-Clearwater IDP, the proposed development must abide by the policies listed under the IDP.

The Rocky-Clearwater IDP identifies the subject site as within the 'Rural Policy Area' as listed under Map 1 of the IDP - Future Land Uses (**Appendix D**). The Rural Policy area covers most of the land base within the County IDP boundaries. The subject site is located to the north and east of lands identified as 'Industrial' in the IDP. The site is located directly north and east of the future Rocky Mountain House 'Long Term Town boundary,' according to Map 1 of the IDP. The Metaldog Industrial Park therefore proposes compatible land uses with the long-term Town and County land use and future growth plans for the area.

There were no policies of concern identified during the IDP review which would prevent the ASP from moving forward in the approval process. Thus, the proposed ASP conforms with the intent of the Rocky-Clearwater IDP. The following list of IDP policies is relevant to the Metaldog Industrial Park ASP:

3.0 ECONOMIC DEVELOPMENT AND FISCAL HEALTH

3.4 The Town and County shall ensure that their combined land use patterns within the Plan Area provides a suitable inventory of lands for commercial and industrial development which includes a range of choice in terms of parcel sizes, available municipal services and levels of servicing.

5.1 AGRICULTURAL USES

5.1.3 Conversion of predominantly agricultural lands within the Rural Policy Area to non-agricultural use shall not occur until an area structure plan and/or outline plan has been approved. This requirement does not apply to first parcel out subdivisions or re-designation under the Land Use Bylaw of a portion of a parcel to a non-agricultural designation where no subdivision is proposed.

5.3 COMMERCIAL AND INDUSTRIAL USES

5.3.3 Commercial and industrial use may also be considered within the Rural Policy Area subject to the policies of the County's Municipal Development Plan.

5.3.7 Where possible and necessary, buffers or similar mechanisms to mitigate potential conflict between commercial, industrial and other uses shall be used.

5.3.8 Uses and developments which may create limitations on future commercial and industrial activities shall be directed away from lands identified on Map 1 for long term commercial or industrial use.

5.3.9 Subdivision and development for commercial or industrial purposes in the Commercial Area, Industrial Area or Rural Policy Area on Map 1 shall be preceded by the preparation and adoption of an area structure plan and/or outline plan as required under the respective municipality's Municipal Development Plan.

8.2 COMMUNICATION AND REFERRAL PROCESSES

8.2.2 Each municipality shall refer to the other proposed statutory plans, outline plans, land use bylaws and amendments to any of these where such proposals may affect land within the Plan Area.

8.2.3 Each municipality shall have at least thirty (30) days to review and comment on the referrals made pursuant to 8.2.2 above. A municipality may request an extension of the initial review period. The CAO of the municipality sending the referral may agree to an extension of the review period and where an extension is provided it shall be communicated in writing.

8.5 AREA STRUCTURE PLANS AND OUTLINE PLANS

8.5.2 As new area structure plans and outline plans are prepared and adopted or as existing area structure plans and outline plans are amended and expanded these plans shall be used to determine the detailed land uses for the area covered.

3.2 CLEARWATER COUNTY MUNICIPAL DEVELOPMENT PLAN (2010)

The Clearwater County Municipal Development Plan provides direction for future growth and development within Clearwater County. The Metaldog Industrial Park must abide by the policies listed under the Municipal Development Plan. Section 8 of the Clearwater County MDP outlines policies for industrial development/economic development within the County. There were no policies of concern identified during the Clearwater County MDP review. Thus, the proposed ASP conforms with the intent of the Clearwater County MDP. Relevant policies to this ASP are listed below:

Economic Development - 8.2 Policies:

General 8.2.1 Clearwater County encourages the retention and expansion of existing business and industry, and the attraction of new business and industry as a means to diversify the County's economic base.

Commercial and Industrial

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

Business Parks

8.2.12 Clearwater County prefers the development of business parks that are adjacent to or in proximity to the intersection of major roads, these being highways and paved County main roads. The standard of development, especially the design and appearance of buildings and screenings, for these high profile locations shall be higher than for business parks in other, less visible, locations.

8.2.13 Notwithstanding Policy 8.2.12, Clearwater County may also provide for business parks not in these locations.

8.2.14 Clearwater County may approve a new business park provided the following criteria are met to the County's satisfaction:

- (a) the site is suitable for a business park;*
- (b) the proposed design and scale are appropriate to the site and generally compatible with adjacent land uses;*
- (c) provision and design of safe access and egress, including where required to the satisfaction of the Province;*
- (d) application of mitigating measures to reduce impacts from noise, traffic, emissions and run-off;*
- (e) appropriate site design to address land use interface issues with current or future adjacent development by addressing building orientation, internal road layout, landscaping, screening especially of outdoor storage areas and buffering;*
- (f) site servicing in accordance with provincial regulations and any applicable County standards; and*
- (g) any other applicable requirements and criteria in this Plan.*

Intermunicipal Planning, Local Planning, and Liaison

Policy 11.2.6 Clearwater County shall refer to the Town proposed statutory plans, outline plans, land use bylaws and amendments thereto affecting lands in the fringe area identified in the Rocky – Clearwater Intermunicipal Development Plan.

3.3 CLEARWATER COUNTY LAND USE BYLAW NO. 714/01 (AMENDED 2011)

The Plan Area is currently zoned Agriculture District (A) according to the Clearwater County Land Use Bylaw No. 714/01 and with approval of this Area Structure Plan the intent is to rezone a portion of the subject site to Light Industrial District (LI). The purpose of the Light Industrial District is to accommodate and to regulate small to medium scale industrial operations.

Under the LI District the minimum lot size is 1 hectare (2.5 acres) unless otherwise approved by the Development Officer.

In terms of building design the LI District allows new construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.

Any approved use within the LI District may be subject to screening of a visually pleasing nature as required by the Development Officer. The policies listed under Land Use Bylaw Section 6.15 Landscaping and Screening offer more detailed landscaping requirements.

4.0 PUBLIC AND STAKEHOLDER CONSULTATION

4.1 PUBLIC MEETING

As part of the public consultation process a public meeting was held to inform the public of the Metaldog Industrial Park Area Structure Plan and to collect comments and feedback from the public on the draft plan. The Public Meeting was held Friday, December 14, 2012 from 5:30-8:30 with a presentation at 7:00 p.m. at the Youth Hall, Rocky Arena in Rocky Mountain House. The Public Meeting was advertised in the local Mountaineer newspaper for two consecutive weeks prior to the public meeting. The project team was present at the public meeting to answer questions about the proposed development. The meeting format was an open house style walk around for members of the public to view maps and panels describing the proposed development, followed by a presentation and question/answer period.

Two members of the Public attended the public meeting. They stated no concerns with the proposed development.

Following the public meeting the project team received one phone call and one email from two surrounding landowners on Plan 8823093 to the south and NE3-40-7W5M to the west. They did not attend the public meeting but their concerns are noted below:

- Concern about the effects of the change in the rural community into a light industrial area and the belief that other quarter sections would be better suited for this
- Expressed confusion over the timeline of the Rocky-Clearwater IDP and concern that this area should not become an industrial area until 10 plus years in the future.
- Concern of industrial traffic caused by the development
- Concern of acreage/land prices falling due to proximity to light industrial land

4.2 LANDOWNER MAIL OUTS

In August, 2012, the developer informed landowners within 0.5 miles of the site of the proposed development via mail outs (10 total). These letters contained details of the proposed development and a location map for input and comment. Three responses were sent to the project team by neighbouring landowners. Their concerns are summarized below:

- Increased traffic caused by the development, including truck traffic, and increased dust and noise.
- Concern about the impact on the Ducks Unlimited Marsh onsite, waterfowl, wildlife and wildlife habitat.
- Concern that RR 72 is not built sufficiently to handle industrial traffic.
- RR72 is currently used by walkers, joggers, bikers, drivers, and airport a light industrial park will be a visual disturbance.
- Trees in the southwest portion of the site should be protected. The subdivision should be buffered by a double row of well established trees and bushes along RR72.

4.3 OTHER STAKEHOLDER COMMENTS

Various stakeholder groups were contacted as part of the ASP preparation process. A summary of these conversations is outlined below:

Ducks Unlimited Canada: According to conversations with Ducks Unlimited, the lot layout as proposed should not have any direct affect on the Ducks Unlimited Canada Rocky Airport Marsh project. Ducks Unlimited would like to continue the existing landowner agreement and caveat for this wetland area. Further details regarding these agreements and conversations with Ducks Unlimited Canada can be found in Section 5.4 of this report.

Conoco Phillips: A crude oil well licensed to Conoco Phillips Canada is located in the central portion of the plan area. ERCB has indicated that there are no pipelines onsite and that the oil well is currently suspended. An access road in the northern portion of the site currently provides access to the oil well from Range Road 72. It is proposed that this suspended well site becomes an industrial lot in the future after the well has been abandoned and reclaimed.

Conoco Phillips are unsure of a timeline for the well abandonment. In initial conversations with Conoco Phillips, they did not oppose access to the well site via an internal subdivision road and abandoning the current well access to the north. The details of the new well access and the future lot 13, which would eventually encompass the area of the well site once it is abandoned will be determined at the subdivision and development agreement stage.

Clearwater County Fire Chief: Correspondences with the Clearwater County Fire Chief (Cammie Laird) indicate that a water pond with a dry/draft hydrant with Fire Department access will be required. Sizing of the water pond shall be in accordance to the Clearwater County Rural Water Supply for Fire Protection in Multi-Lot Subdivisions.

Town of Rocky Mountain House: Initial conversations with the Town of Rocky Mountain House indicated no objections towards the proposed light industrial development. The Town recognizes that there is a scarcity of vacant industrial land of the parcel sizes proposed in the ASP and there will not be direct competition as lots within the Town are smaller in size.

Alberta Transportation: Alberta Transportation requested information on the existing traffic volume on the local roads, the anticipated traffic volume from the proposed development, and the existing highway traffic and the type of intersection that is currently in place. The developer provided traffic counts and projections to Alberta Transportation (**Appendix E**) and it was determined that no upgrades will be required to the intersection of Hwy 11 and Hwy 22 as a result of the proposed development.

However, based on the size of the development and the projected traffic volumes, there may be a requirement to upgrade the intersection of Hwy 22 and Twp. Rd 400 and therefore a Traffic Impact Assessment was required by Alberta Transportation for this intersection. A Traffic Impact Assessment has been completed (March 2013) for the site by Williams Engineering and can be found in **Appendix E**. Further information regarding feedback from Alberta Transportation can be found in Section 6.2 of this ASP.

Rocky Airport Authority: Initial conversations with the Rocky Airport Authority indicated no objections towards the proposed light industrial development.

Clearwater County Public Works: There is currently a seasonal road ban of 90% placed on RR72 from Twp. Rd. 400 due to the existing structure of the roadway. The County requires that RR72 be upgraded to a ban-free structure for the purposes of this Area Structure Plan from Township Road 40-0 to the North entrance into the proposed development. The department recommends that the developer enter into an endeavor to assist agreement with the County at the time of the subdivision agreement to recover road upgrading costs among the adjacent benefiting landowners. Further comment by the Clearwater County Public Works department can be found in Section 6.1 of this ASP.

Alberta Health Services and Municipal Affairs: Alberta Health Services was contacted regarding the existing sewage lagoon onsite. In response to a referral request from the County, Alberta Health Services stated that when the department receives a copy of the Development application there will be a stipulation that all current and/or future sewage disposal systems meet the current sewage regulations requirements. They will not support the use of a sewage lagoon in a new development.

Municipal Affairs was contacted regarding the existing sewage lagoon. It is anticipated that the department will provide formal comment to the County during the referral process.

The developer plans to upgrade the sewage system of the house on Plan 8823093 and therefore the lagoon will no longer be used. Reclamation of this lagoon will be in accordance with Alberta Environment regulations.

Rocky Gas Co-op Ltd., Fortis, & Telus: Please refer to ASP section 7.5 Shallow Utilities for a summary of the feedback from the above service providers.

5.0 FUTURE LAND USE CONCEPT

5.1 OVERVIEW

The Metaldog Industrial Park Land Use Concept is illustrated on **Maps 5 & 6**. The following factors were considered during the formation of the Metaldog Industrial Park future land use concept:

- Policies and guidelines listed in existing statutory plans, including the Rocky-Clearwater Intermunicipal Development Plan and the Clearwater County MDP and LUB;
- the protection and enhancement of the Ducks Unlimited land on the quarter section;
- the provision of Municipal Reserve lands to provide landscaping and buffering from nearby residences and along RR 72;
- geotechnical considerations;
- transportation and access considerations;
- the protection of the existing oil well onsite and access to this oil well;
- public and stakeholder input; and
- Provincial servicing standards.

5.2 INDUSTRIAL LOTS

The Metaldog Industrial Park proposes approximately 13 light industrial lots ranging in size from 2 acres to 8.7 acres. Lot 2 has been reduced to 2 acres to provide municipal reserve land in the south portion of the lot to protect existing trees and provide an additional buffer from the house to the south. A variance will be required for this lot at the time of subdivision.

A crude oil well onsite is currently suspended with no pipelines onsite. It is proposed that this will become a future industrial lot (lot 13) should the oil well be abandoned and reclaimed in the future.

These lots may accommodate a variety of light industrial users such as trucking, oil field, construction, and storage related industries in accordance with the guidelines of the Clearwater County Land Use Bylaw - Light Industrial District.

Lot lines and areas illustrated in this Area Structure Plan are conceptual and will be finalized at the time of subdivision.

5.3 MUNICIPAL RESERVE/OPEN SPACE

The development will provide 10% of the gross developable lands as Municipal Reserve land to be owned and maintained by the County (**Map 7**). These MR lands will be used to ensure that the visual integrity of the area is not compromised and to protect existing trees onsite.

The developer will commit to landscaping and berming on these Municipal Reserve lands where appropriate to the satisfaction of Clearwater County at the subdivision agreement stage.

5.4 ENVIRONMENTAL RESERVE EASEMENT

Ducks Unlimited has stated they would like to keep the existing landowner agreement and caveat between the landowner and Ducks Unlimited to ensure the protection of the wetland in the NE portion of the site. The agreement is for 30 years and expires in 2018 at which point it will continue on a year to year basis. The agreement only pertains to the wetland “**project area**” (east of the 983.5m elevation line) and gives Ducks Unlimited Canada the right to construct and maintain the project. Ducks Unlimited also has a License of Occupation (LOC) on the project area from the Province of Alberta indicating the wetland is Crown. The LOC expires in 2038. According to conversations with Ducks Unlimited, the lot layout as proposed should not have any direct affect on the Ducks Unlimited Canada Rocky Airport Marsh project.

Ducks Unlimited has no interest in entering a new conservation easement for the remaining low and wet land in the east portion of the site, west of the 983.5 m elevation line and east of the proposed lots. The remainder of the low and wet land is proposed to be under an Environmental Reserve Easement negotiated between the developer and the County following approval of the Area Structure Plan (**Map 7**).

5.5 PUBLIC UTILITY LOTS (PULS)

The proposed stormwater ponds onsite will be dedicated as Public Utility Lots (PULs), and will be owned and maintained by the County.

6.0 TRANSPORTATION & ACCESS

6.1 SITE ACCESS

A 30.24 m internal looped road provides access to industrial lots within the industrial park. The roadway ends in a cul de sac in the southeast portion of the site to provide access to lots in this portion of the plan area. As per the Clearwater County Road Design Standards (2010) for industrial or commercial subdivision roads, the paved surface width is required to be 8m with 3:1 side slopes and have an elevation of 1m.

It is proposed that the existing well access road from RR72 will be closed at some point in the future to reduce the number of access points onto RR72. It is proposed that the new well access road be from the south internal looped roadway.

A 6 m gravel access road will provide physical and legal access to the proposed stormwater pond in the southeast portion of the site and the remainder of the land in the east portion of the site.

There is currently a seasonal road ban placed on RR72 from Twp. Rd. 400 of 90% due to the existing structure of the roadway. The County requires that RR72 be upgraded to a ban-free structure for the purposes of this Area Structure Plan. This would include the addition of approximately 40mm of A.C.P. on the existing structure from Township Road 40-0 to the North entrance into the proposed development.

As various users in the area (current and future) would benefit from the upgrading of RR72 to a ban free structure, the developer will enter into an endeavor to assist agreement with the County at the time of the subdivision agreement. The purpose of this is to recover road upgrading costs among the adjacent benefiting landowners.

6.2 ALBERTA TRANSPORTATION

Alberta Transportation requested information on the existing traffic volume on the local roads, the anticipated traffic volume from the proposed development, and the existing highway traffic and the type of intersection that is currently in place. The developer provided this information to Alberta Transportation in a Traffic Counts and Projections report (**Appendix E**).

Based on the size of the development and the projected traffic volumes, Alberta Transportation stated that there may be a requirement to upgrade the intersection of Hwy 22 and Twp. Rd 400. Alberta Transportation required the preparation of a Traffic Impact Assessment for the site.

Allnorth Consultants Ltd. prepared a Traffic Impact Assessment for the site (March 2013, **Appendix E**). The Traffic Impact Assessment examined and provided recommendations for the intersections of Highway 22 & Township Road 400, and Highway 11 & Highway 22. The upgrades recommended in the TIA will be addressed at the subdivision stage and detailed design stage as traffic volumes dictate. Please refer to **Appendix E** for further information.

7.0 SITE SERVICING

A servicing study was completed by Williams Engineering (November, 2012) for the subject site (**Appendix F**). The details of site servicing are found below.

7.1 WATER SERVICING

No municipal water distribution system is in place in the vicinity of NW-040-07. Existing residential lots in the area are serviced by a groundwater well.

Each lot shall be serviced by on-site water supply either by groundwater wells or holding tanks and a trucked in water service in accordance with provincial regulations.

For further information regarding the details of water servicing onsite please refer to **Appendix F**.

7.2 FIRE PROTECTION

Correspondences with the Clearwater County Fire Chief indicate that a water pond with a dry/draft hydrant with Fire Department access will be required. Sizing of the water pond shall be in accordance to the Clearwater County Rural Water Supply for Fire Protection in Multi-Lot Subdivisions.

7.3 SANITARY SERVICING

No municipal waste water collection system is in place in the vicinity of NW-040-07. Based on the Preliminary Assessment of Site for Sewage Disposal Septic Field prepared by Levelton Consultants Ltd, septic systems are feasible for many of the lots. Lots nearest to the stormwater management ponds may require sewage holding tanks as the high water table will impede the use of a septic system.

Soil types vary across the proposed subdivision and therefore each septic field will need to be sized accordingly. Shallow bedrock was found in all boreholes which will require the installation of mounded septic systems versus conventional septic systems. All septic systems will follow provincial regulations and guidelines.

For further information regarding the details of sanitary servicing onsite please refer to **Appendix F**.

7.4 STORMWATER MANAGEMENT

A Stormwater Management Plan was completed December 2012 by Westhoff Engineering Resources Inc (**Appendix G**). Stormwater onsite will be managed according to the recommendations of this study and following approval by ESRD.

The project area is divided into two catchments as illustrated on **Map 8**. Each catchment is managed by a storm pond. The storm conveyance system is all overland using roadside ditches and swales along property lines.

All runoff from the site is captured by the storm ponds. The ponds each have 2.0m of dead storage which can be used for fire suppression if required by the County. Each pond has a 2.0m of active storage which will be used to temporarily detain runoff for controlled release. Each pond will be equipped with a control structure which will allow for release at the allowable rate of 7.62 L/s/ha. This rate was calculated based on regional analysis for the nearby Chicken creek.

The two proposed storm ponds are located in the low area in the east-central portion of the site. The stormwater design is conceptual in nature. At the subdivision stage a decision will be made on the specific location of the storm ponds based on Alberta Environment review.

For further information regarding the details of stormwater management onsite please refer to **Appendix G**.

7.5 SHALLOW UTILITIES

Rocky Gas Co-op Ltd has natural gas services lines on the subject lot. Additional gas lines will be required to provide services to each of the new light industrial lots. A main line will be required along the access road with individual service lines to each lot.

Fortis Alberta distributes power to the subject lot. A service line will tie into existing infrastructure along Range Road 72 and follow the new access road. It is advised that buried electrical services be installed so as not to impede the movement of any oversized vehicles frequenting the industrial subdivision.

Telus provides telephone connections to the subject lot, additional lines will need to tie into existing infrastructure along Range Road 72 and will follow the new access road to provide connections to each new lot.

The installation of these utilities will be at the developer's expense.

8.0 ASP POLICIES

8.1 LAND USE

1. The Metaldog Industrial Park ASP shall be subdivided into light industrial lots in accordance with map 5 and 6.
2. Following the approval of the well licensee, the crude oil well site shall become an industrial lot should the oil well be abandoned and reclaimed in the future.
3. The density, shape and size of lots are conceptual and may be adjusted at subdivision stage without the need for an amendment to this ASP. However the overall intent of the design is for approximately 13 developable lots and these will be finalized at the time of subdivision.

8.2 RESERVE LAND

4. The development will provide 10% of the gross developable lands as Municipal Reserve land to be owned and maintained by the County as per Map 7.

5. Where appropriate, the developer will provide a berm on these Municipal Reserve lands to the satisfaction of Clearwater County. Any such landscaping to be done in addition to this berm shall be negotiated at the subdivision agreement stage.
6. As per the request of Ducks Unlimited Canada, the developer will continue the existing landowner agreement and caveat between the landowner and Ducks Unlimited to ensure the protection of the wetland in the NE portion of the site.
7. At the time of subdivision, the developer will negotiate with Clearwater County to establish an Environmental Reserve Easement for the non-developable east portion of the site following approval of the Area Structure Plan.

8.3 SERVICING

8. Each lot shall be serviced by on-site water supply either by groundwater wells or holding tanks and a trucked in water service in accordance with provincial regulations.

Individual septic systems will be used for wastewater servicing onsite for the lots. Some lots nearest to the stormwater management ponds may require sewage holding tanks as the high water table will impede the use of a septic system. If shallow bedrock is found onsite, mounded septic systems may be required

9. All septic systems will follow provincial regulations and guidelines.
10. All runoff from the site shall be captured by the storm ponds. The storm conveyance system is all overland using roadside ditches and swales along property lines and shall meet provincial guidelines. A comprehensive storm water management plan shall be provided at the time of subdivision approval.

8.4 SHALLOW UTILITIES/FIRE PROTECTION/PULS

11. The developer is responsible for the installation of shallow utilities such as natural gas, power, and telephone.

12. Fire protection shall be to the satisfaction of the County. In accordance with County requirements, a water pond with a dry/draft hydrant with Fire Department access shall be provided onsite. Sizing of the water pond shall be in accordance to the Clearwater County Rural Water Supply for Fire Protection in Multi-Lot Subdivisions.
13. The proposed stormwater ponds onsite will be dedicated as Public Utility Lots (PULs), which shall be owned and maintained by the County.

8.5 TRANSPORTATION

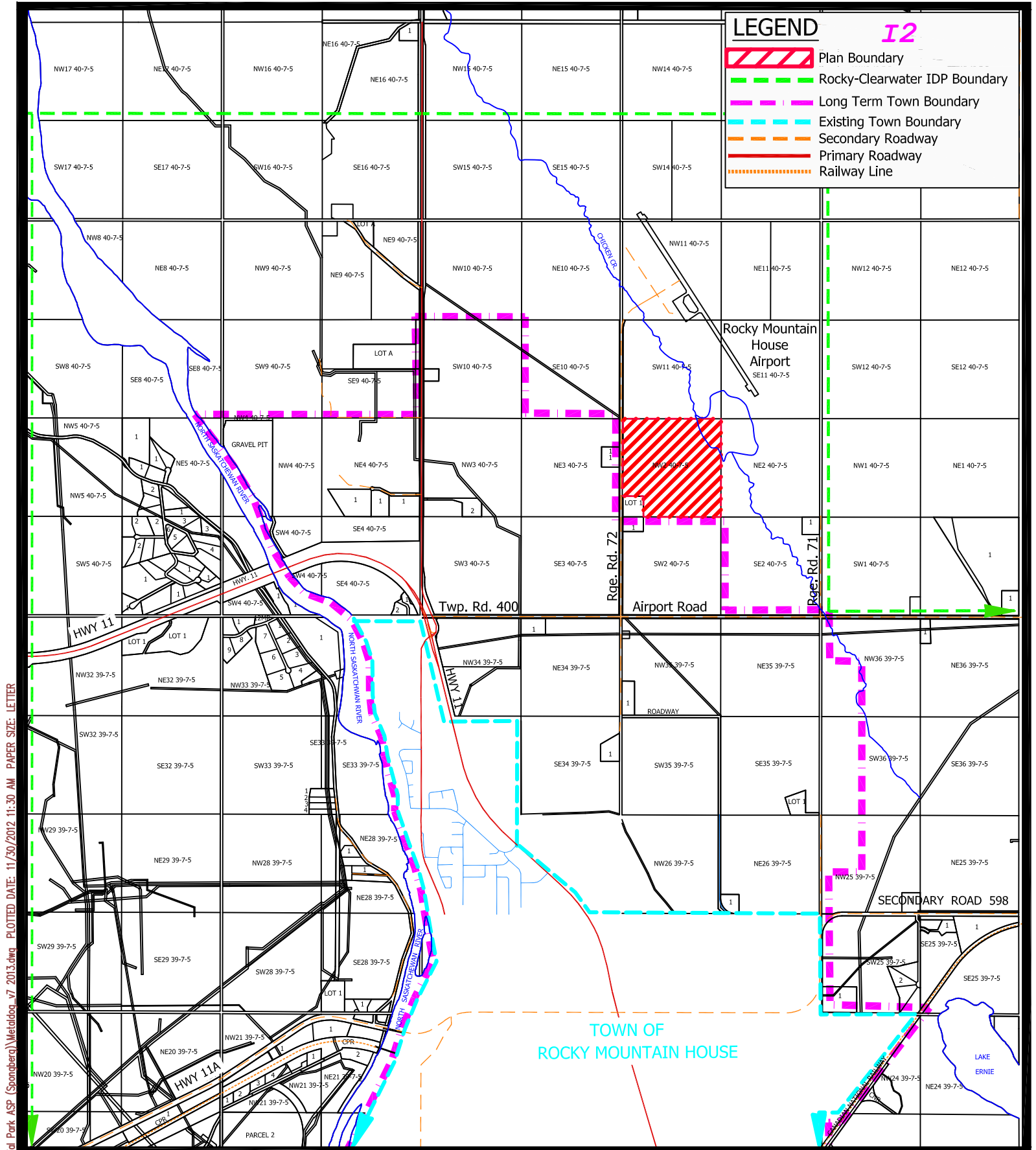
14. Internal roads shall have a 30.24 m right of way and an 8m paved surface according to the Clearwater County Road Design Standards (2010) for industrial or commercial subdivisions.
15. A 6 m gravel access road will provide physical and legal access to the proposed stormwater pond in the southeast portion of the site and the remainder of the land in the east portion of the site.
16. This ASP proposes that the existing well access road from RR72 be closed and rehabilitated as required. A new well access road will be constructed from the south internal looped subdivision roadway. This new road shall be built and maintained by the oil well owners.
17. The developer shall enter into an endeavor to assist agreement with the County at the time of the subdivision agreement to recover road upgrading costs from the adjacent benefiting landowners for the upgrades required to make RR 72 a ban-free structure.
18. Any upgrades to the intersection of Hwy 22/Twp. Rd 400 as a result of the proposed development will be at the expense of the Developer unless otherwise negotiated with the County.

9.0 PLAN ADMINISTRATION & IMPLEMENTATION

19. The Metaldog Industrial Park Area Structure Plan will be adopted by Clearwater County concurrently with the rezoning bylaw.
20. Following ASP adoption, the developer will submit a subdivision application to subdivide the lands according to the Area Structure Plan. Following conditional subdivision approval, the developer will enter into a subdivision agreement with Clearwater County.

21. To ensure the protection of the wetlands in the northeast portion of the site, the developer will negotiate a Conservation Agreement with Ducks Unlimited for the east portion of the site following approval of this Area Structure Plan.

22. The developer will work with Conoco Phillips to establish the boundaries of the new well access road following approval of this Area Structure Plan, at the time of subdivision.



LEGEND *I2*

- Plan Boundary
- Rocky-Clearwater IDP Boundary
- Long Term Town Boundary
- Existing Town Boundary
- Secondary Roadway
- Primary Roadway
- Railway Line

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MATRIX PLANNING

WILLIAMS
ENGINEERING
CANADA

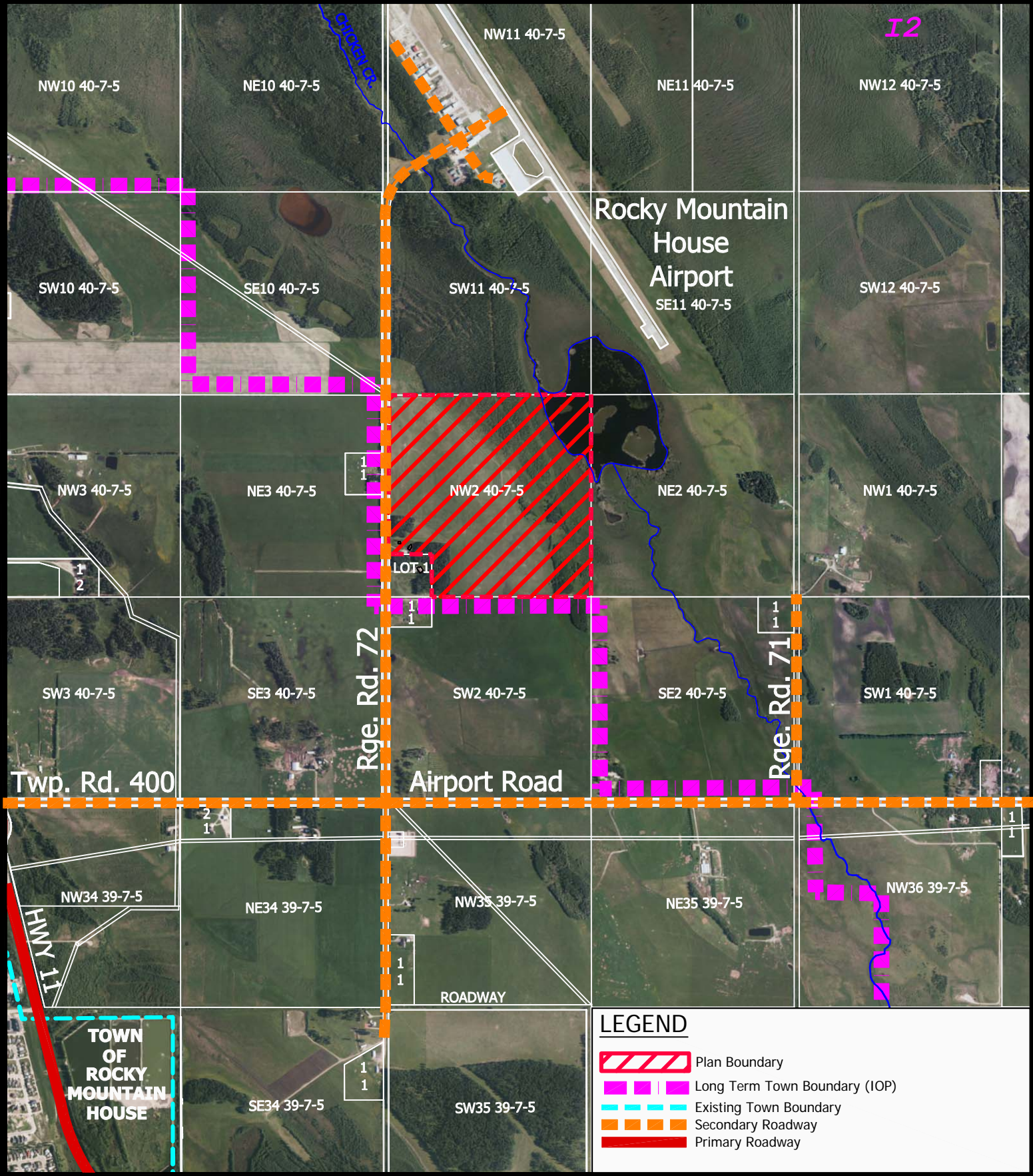
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Metaldog Industrial Park ASP
NW 1/4 Sec. 2-40-7-W5M
CLEARWATER COUNTY






MAP 1
REGIONAL LOCATION

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PROJECT # 25826.01			DRAWING # 001 OF 8

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LEGEND

-  Plan Boundary
-  Long Term Town Boundary (IOP)
-  Existing Town Boundary
-  Secondary Roadway
-  Primary Roadway

MATRIX PLANNING

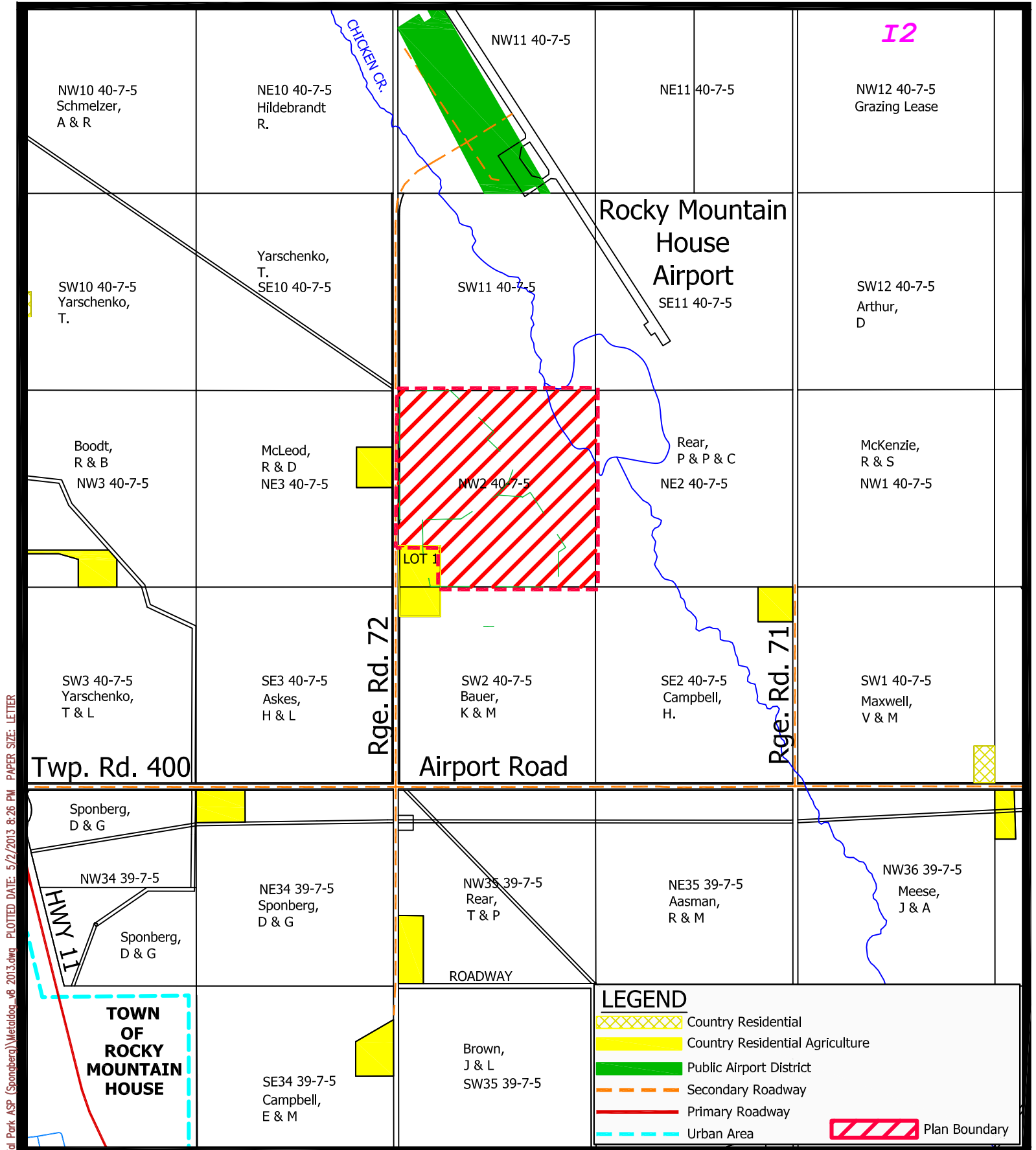
WILLIAMS ENGINEERING CANADA



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Metaldog Industrial Park ASP
 NW 1/4 Sec. 2-40-7-W5M
 CLEARWATER COUNTY

DWG. TITLE:
MAP 2
 PLAN AREA LOCATION

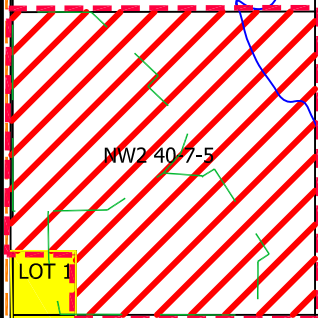
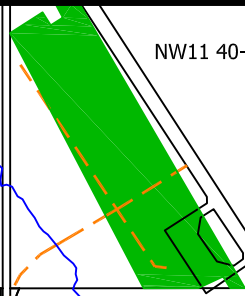
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I2

Rocky Mountain House Airport
SE11 40-7-5



LEGEND			
	Country Residential		
	Country Residential Agriculture		
	Public Airport District		
	Secondary Roadway		
	Primary Roadway		
	Urban Area		
	Plan Boundary		

MATRIX PLANNING

WILLIAMS ENGINEERING CANADA

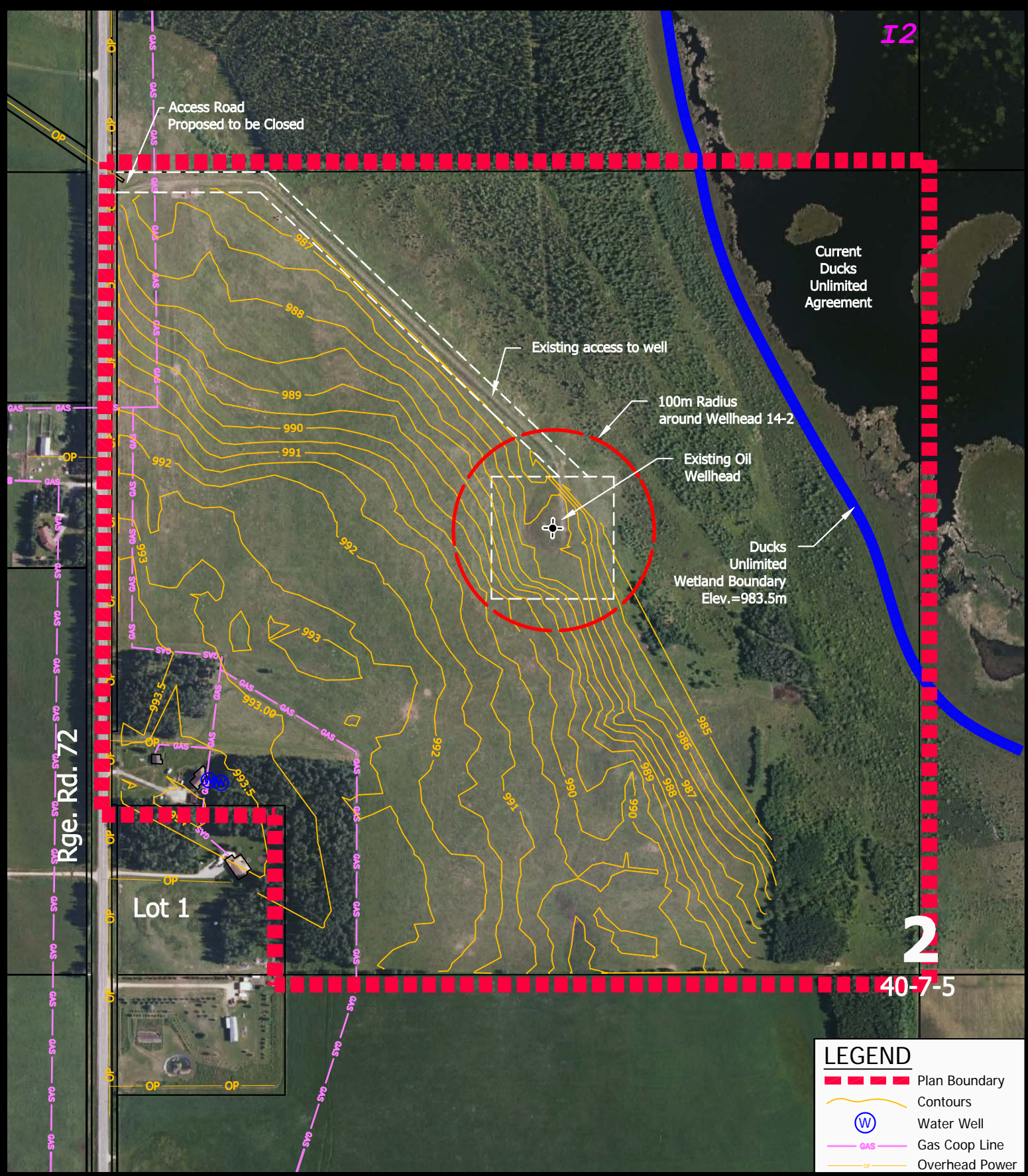


JOB. TITLE:
Metaldog Industrial Park ASP
 NW 1/4 Sec. 2-40-7-W5M
 CLEARWATER COUNTY

DWN. BY: TF	DES. BY: JK	PROJ. MGR.: PK	PEER REVIEW:
DATE: 2013.05.02	SCALE: 1:20000	REVISION # 0	
PROJECT # 25826.01		DRAWING # 003	
		OF 8	

DWG. TITLE:
MAP 3
 EXISTING & SURROUNDING
 LAND USE DESIGNATIONS

PATH & FILE NAME: C:\TF\Metaldog Industrial Park ASP (Sponberg)\Metaldog_v7_2013.dwg PLOTTED DATE: 1/11/2013 1:49 PM PAPER SIZE: ANSI FULL BLEED A (8.50 X 11.00 INCHES)



I2

2

40-7-5

LEGEND			
	Plan Boundary		
	Contours		
	Water Well		
	Gas Coop Line		
	Overhead Power		



MATRIX PLANNING

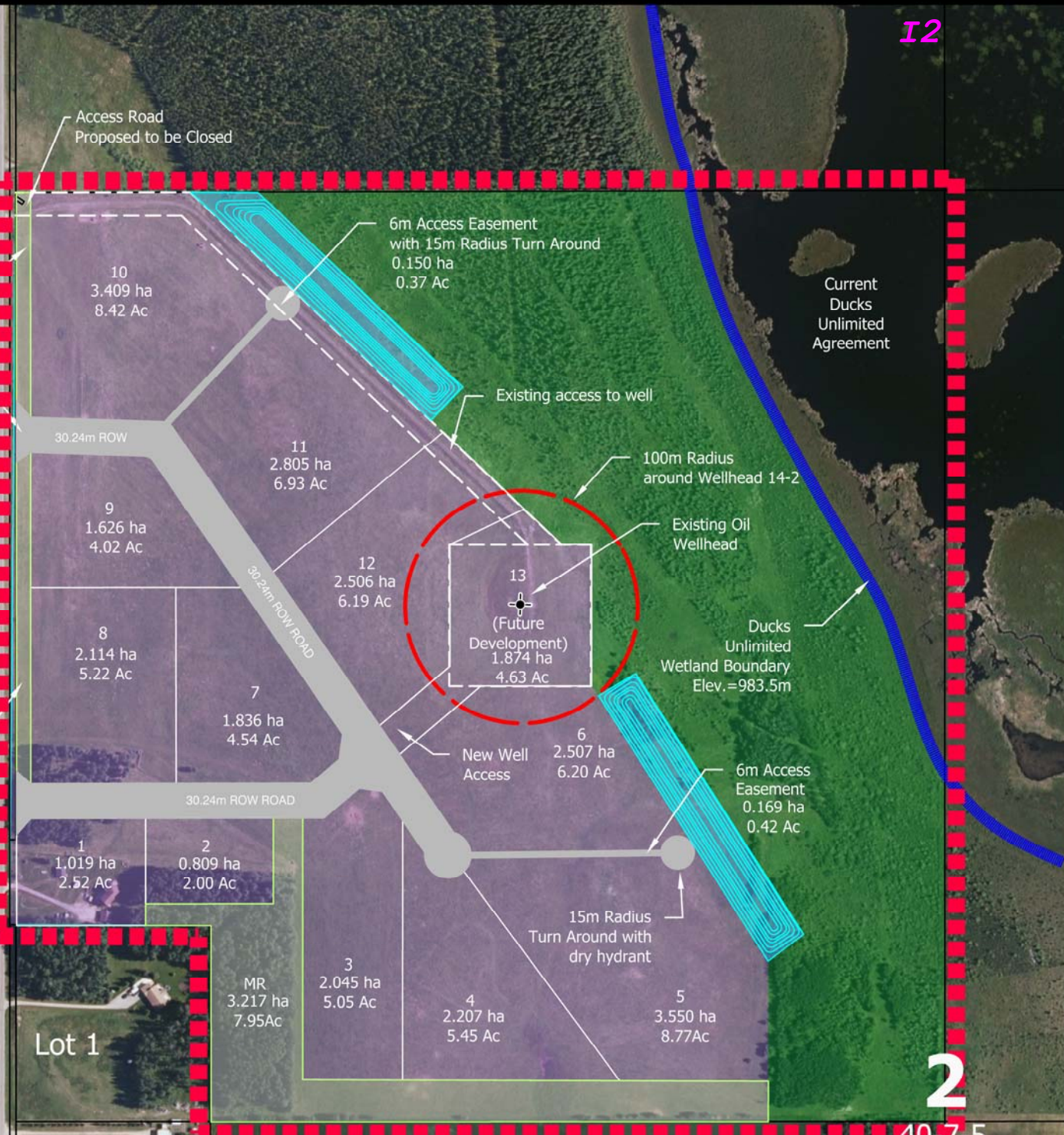
WILLIAMS ENGINEERING CANADA



JOB. TITLE: Metaldog Industrial Park ASP
 NW 1/4 Sec. 2-40-7-W5M
 CLEARWATER COUNTY

DWG. TITLE: MAP 4
 TOPOGRAPHY &
 NATURAL FEATURES

DWN. BY: TF	DES. BY: JK	PROJ. MGR.: PK	PEER REVIEW :
DATE: 2013.01.11	SCALE: 1:5000	REVISION # 0	
PROJECT # 25826.01		DRAWING # 004	
OF 8			



Rge. Rd. 72

2
40-7-5

Legend

- Light Industrial Lots = 28.306ha (69.95 Ac)
- Municipal Reserve = 3.782 ha (9.34 Ac)
- Proposed Roads = 3.071 ha (7.59 Ac)
- ER Easement = 18.383 ha (45.43 Ac)
- Public Utility Lot (PUL) = 1.765 (4.36 Ac)

PATH & FILE NAME: C:\TF\Metaldog Industrial Park ASP (Sponberg)\Metaldog_v8_2013.dwg PLOTTED DATE: 1/12/2013 8:16 PM PAPER SIZE: LETTER

MATRIX PLANNING

WILLIAMS ENGINEERING CANADA

WE

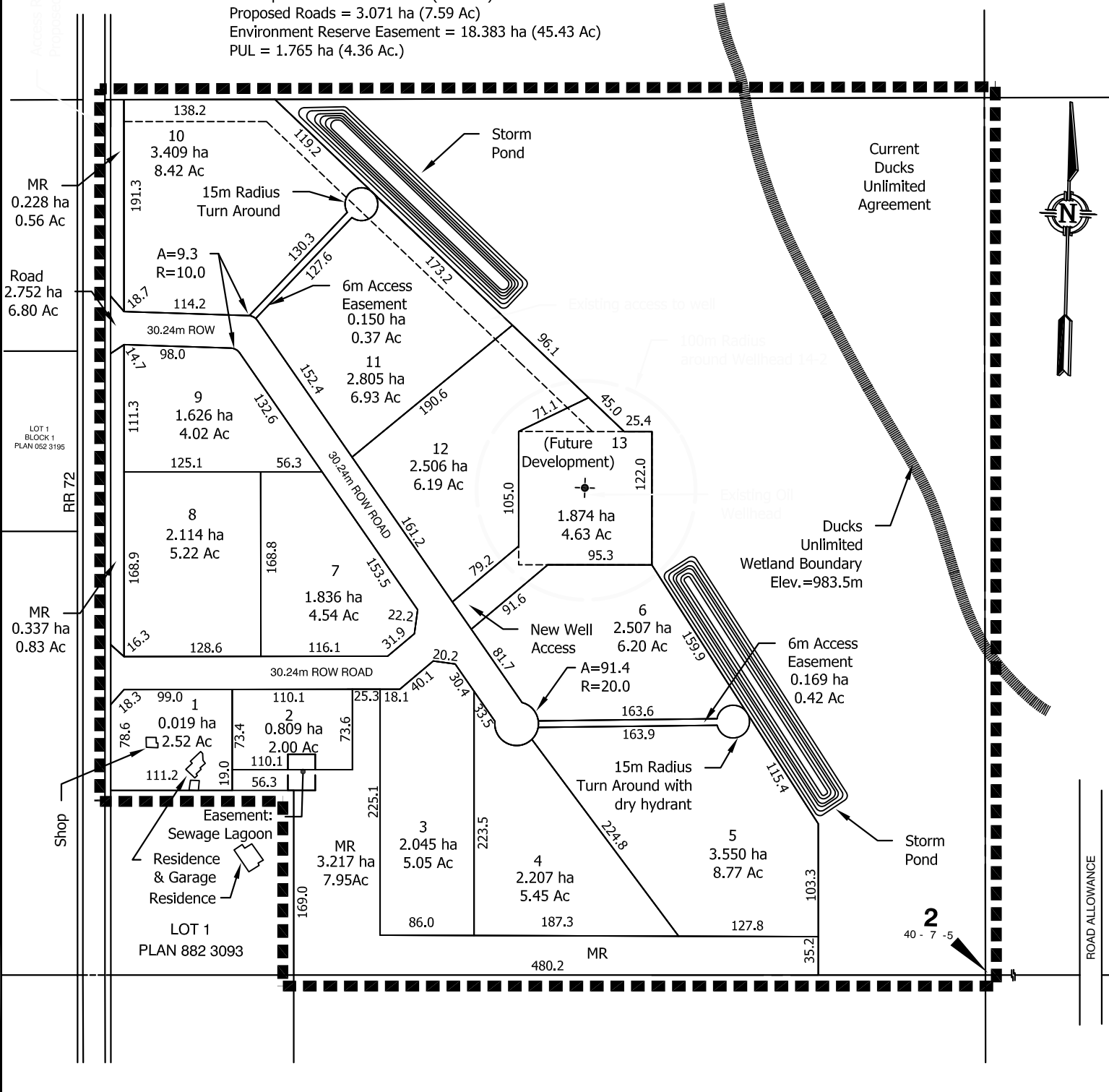
JOB. TITLE: **Metaldog Industrial Park ASP**
 NW 1/4 Sec. 2-40-7-W5M
 CLEARWATER COUNTY

DWG. TITLE: **MAP 5**
FUTURE LAND USE CONCEPT

DWN. BY:	DES. BY:	PROJ. MGR.:	PEER REVIEW :
TF	JK	PK	
DATE:	SCALE:	REVISION #	
2013.01.12	1:5000	0	
PROJECT #			DRAWING #
25826.01			005
			OF 8

Legend

- Light Industrial Lots = 28.306ha (69.95Ac)
- Municipal Reserve = 3.782 ha (9.34 Ac)
- Proposed Roads = 3.071 ha (7.59 Ac)
- Environment Reserve Easement = 18.383 ha (45.43 Ac)
- PUL = 1.765 ha (4.36 Ac.)



PATH & FILE NAME: C:\F\Metaldog Industrial Park ASP (Sponberg)\Metaldog_v8 2013.dwg PLOTTED DATE: 1/12/2013 8:08 PM PAPER SIZE: LETTER

MATRIX PLANNING

WILLIAMS ENGINEERING CANADA

WE

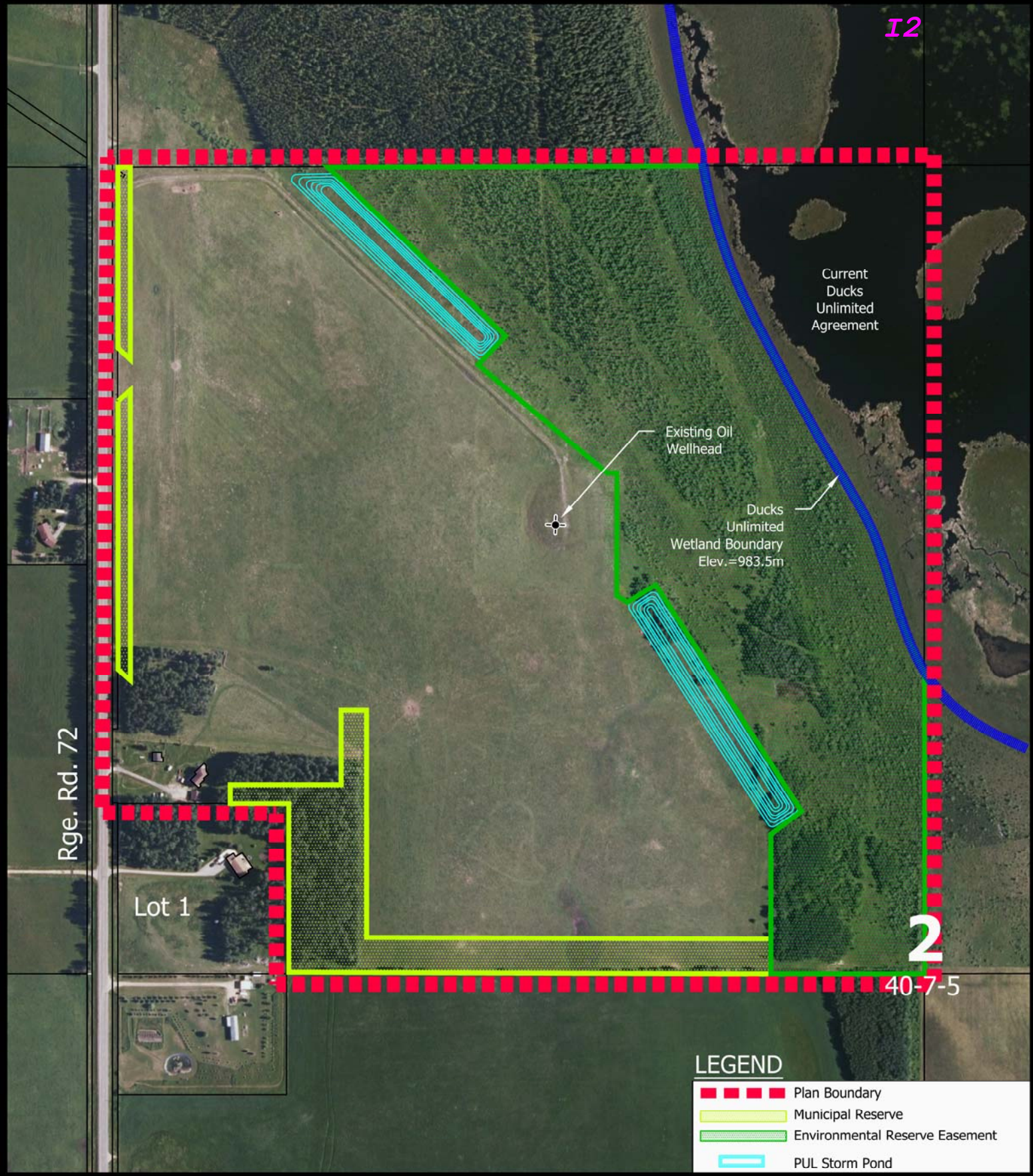
JOB. TITLE:
Metaldog Industrial Park ASP
NW 1/4 Sec. 2-40-7-W5M
CLEARWATER COUNTY

DWG. TITLE:
MAP 6
PROPOSED LOT LAYOUT

DWN. BY: TF	DES. BY: JK	PROJ. MGR.: PK	PEER REVIEW :
DATE: 2013.01.12	SCALE: 1:5000	REVISION # 0	
PROJECT # 25826.01			DRAWING # 006
			OF 8

PATH & FILE NAME: C:\TF\Metaldog Industrial Park ASP (Sponberg)\Metaldog_v8_2013.dwg PLOTTED DATE: 1/12/2013 8:21 PM PAPER SIZE: LETTER

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Current Ducks Unlimited Agreement

Existing Oil Wellhead

Ducks Unlimited Wetland Boundary Elev. = 983.5m

Rge. Rd. 72

Lot 1

40-7-5

2

LEGEND

- Plan Boundary
- Municipal Reserve
- Environmental Reserve Easement
- PUL Storm Pond

MATRIX PLANNING

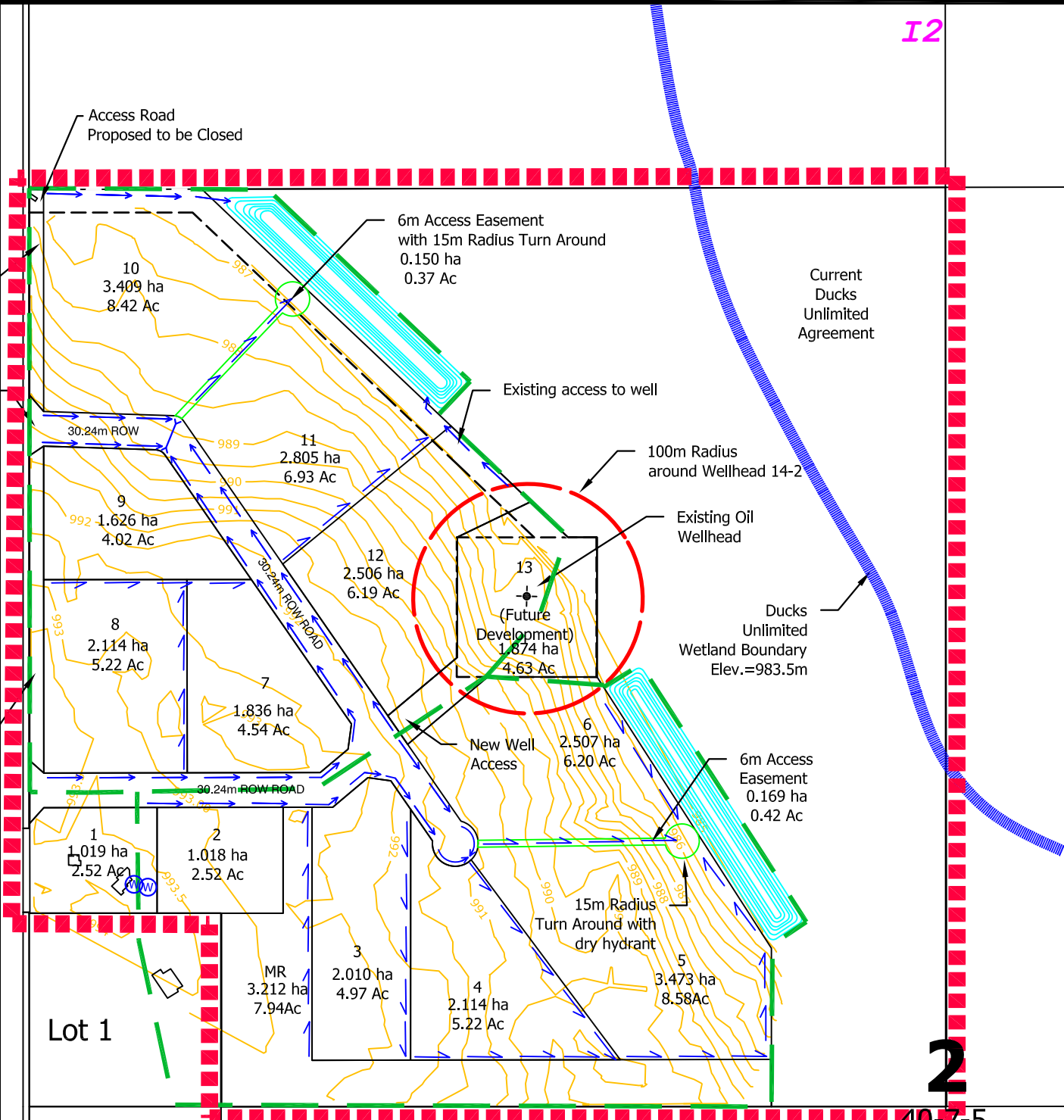
WILLIAMS
ENGINEERING
CANADA



JOB. TITLE:
Metaldog Industrial Park ASP
NW 1/4 Sec. 2-40-7-W5M
CLEARWATER COUNTY

DWG. TITLE:
MAP 7
OPEN SPACE

DWN. BY: TF	DES. BY: JK	PROJ. MGR.: PK	PEER REVIEW :
DATE: 2013.01.12	SCALE: 1:5000	REVISION # 0	
PROJECT # 25826.01		DRAWING # 007	
		OF 8	



- Legend**
- Proposed Swales
 - Roadside Ditch
 - Culvert
 - Subcatchments Boundary

PATH & FILE NAME: C:\F\Metaldog Industrial Park ASP (Sponberg)\Metaldog_v7_2013.dwg PLOTTED DATE: 1/11/2013 1:20 PM PAPER SIZE: LETTER

MATRIX PLANNING

WILLIAMS ENGINEERING CANADA

WE

JOB. TITLE: Metaldog Industrial Park ASP
 NW 1/4 Sec. 2-40-7-W5M
 CLEARWATER COUNTY

DWG. TITLE: MAP 8
 STORMWATER MANAGEMENT

DWN. BY: TF	DES. BY: JK	PROJ. MGR.: PK	PEER REVIEW :
DATE: 2013.01.11	SCALE: 1:5000	REVISION # 0	
PROJECT # 25826.01		DRAWING # 008	
		OF 8	

40-7-5

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Clearwater County

Councilor and Board Member Remuneration Statement

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

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

Payment Periods

January	February	<u>May</u>	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 \$145.00	Next 4 Hours \$116.00	Next 4 Hours \$116.00	Regular Council Meeting \$263.00	Lunch \$16.00	Mileage @ \$0.53 / km
May 1	Joint Town, Village, County	X					40
May 1	Rec Board	X					40
May 6	Reeve's Economic Summit	X					40
May 7	Pow Wow	X					40
May 10	FCSS Board	X					40
May 14	Regular Council				X		40
May 17	ASB	X					40
May 22	Reeve's Economic Summit	X					40
May 22	ASB Everdell Community	X					50
May 23	SDAB Hearing	X	X			X	40
May 28	Regular Council				X		40
May 30	FCM Conference	X					220
May 31	FCM Conference	X	X				
		Expense	Receipts	Attached			

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Remuneration Calculation

<u>11</u>	Meetings @ \$149.00=	<u>1639.00</u>	<u>670</u>	Kms @ \$0.53=	<u>355.10</u>
<u>2</u>	Meetings @ \$119.00=	<u>238.00</u>	<u>1</u>	Lunch @ \$16.00=	<u>16.00</u>
<u>2</u>	Meetings @ \$271.00=	<u>542.00</u>			
	Supervision=	<u>550.00</u>			
	Sub Total=	<u>2969.00</u>		Sub Total=	<u>371.10</u>
	TOTAL=	<u> </u>		TOTAL=	<u> </u>

Jim Duncan, June 10/13