



Clearwater County

Regular Council Meeting - 10 Mar 2020

Agenda

9:00 AM - Tuesday, March 10, 2020

Council Chambers, 4340 – 47 Avenue, Rocky Mountain House, AB

Our Vision: Community, prosperity and natural beauty - connected.

Our Mission: Through proactive municipal leadership, we will invest innovatively to generate and support economic and population growth, to position Clearwater County for a sustainable, prosperous future.

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11. CLOSED SESSION*

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

11.1. Solicitor General: Enhanced 1 and 2 Digit Highway Pilot Program Proposal; FOIP s.24 Advice From Officials

11.2. 2019/2020 Intermunicipal Mediation Verbal Report; FOIP s.21 - Disclosure Harmful to Intergovernmental Relations

12. ADJOURNMENT



MINUTES

Regular Council Meeting

9:00 AM - Tuesday, February 25, 2020

Council Chambers, 4340 – 47 Avenue, Rocky Mountain House,
AB

COUNCIL PRESENT: Reeve Timothy Hoven
Councillor Jim Duncan
Councillor Cammie Laird
Councillor Daryl Lougheed
Councillor John Vandermeer
Councillor Theresa Laing
Councillor Michelle Swanson

ADMINISTRATION PRESENT: Chief Administrative Officer - Rick Emmons
Director, Corporate Services - Murray Hagan
Finance Manager - Rhonda Serhan
Recording Secretary - Tracy Haight
Director, Public Works Operations - Kurt Magnus
Director, Public Works Infrastructure - Erik Hansen
Administrative Assistant - Allanah McLean
Public Works Civil Engineer Intern - Monica Purewal

MEDIA: Glen Mazda
Adam Ophus

1 CALL TO ORDER

Reeve Hoven called the meeting to order at 9:00 am.

2 ADOPTION OF AGENDA

Item 8.4 Labour - Verbal Report; FOIP s.24 Advice From Officials was added to the February 25, 2020 Closed Meeting Session agenda.

RES-87-2020 Motion by Councillor Jim Duncan that the February 25, 2020, Regular meeting Agenda be adopted as amended.
CARRIED

3 ADOPTION OF MINUTES

3.1 Regular Council Meeting Minutes

RES-88-2020 Motion by Councillor John Vandermeer that the February 11, 2020, Regular Meeting Minutes are adopted as circulated.
CARRIED

4 PUBLIC WORKS

4.1 Bylaw 1091/20, Special Tax on the Crimson Lake Cottage Subdivision

RES-89-2020 Motion by Councillor Cammie Laird that Council grants first reading to Bylaw 1091/20 for the purpose of imposing a Special Tax in 2020 on the Crimson Lake Cottage Subdivision to recover a portion of the costs associated with providing dust suppression on the Crimson Lake Cottage Subdivision Road.

CARRIED

RES-90-2020 Motion by Councillor Theresa Laing that Council grants second reading to Bylaw 1091/20 for the purpose of imposing a Special Tax in 2020 on the Crimson Lake Cottage Subdivision to recover a portion of the costs associated with providing dust suppression on the Crimson Lake Cottage Subdivision Road.

CARRIED

RES-91-2020 Motion by Councillor Daryl Lougheed that Council grants permission for third reading to Bylaw 1091/20.

CARRIED

RES-92-2020 Motion by Councillor Jim Duncan that Council grants third reading to Bylaw 1091/20 for the purpose of imposing a Special Tax in 2020 on the Crimson Lake Cottage Subdivision to recover a portion of the costs associated with providing dust suppression on the Crimson Lake Cottage Subdivision Road.

CARRIED

5 EMERGENCY & LEGISLATIVE SERVICES

5.1 Bylaw 1090/20 Improvement District No. 9 & Clearwater County Intermunicipal Collaboration Framework

RES-93-2020 Motion by Councillor John Vandermeer that Council grants first reading of Bylaw 1090/20 to adopt the Improvement District No. 9 and Clearwater County Intermunicipal Collaboration Framework.

CARRIED

RES-94-2020 Motion by Councillor Michelle Swanson that Council grants second reading of Bylaw 1090/20 to adopt the Improvement District No. 9 and Clearwater County Intermunicipal Collaboration Framework.

CARRIED

RES-95-2020 Motion by Councillor Daryl Lougheed that Council grants permission for third reading of Bylaw 1090/20.

CARRIED

RES-96-2020 Motion by Councillor Theresa Laing that Council grants third reading of Bylaw 1090/20 to adopt the Improvement District No. 9 and Clearwater County Intermunicipal Collaboration Framework.
CARRIED

5.2 Bylaw 1077/20 Red Deer County & Clearwater County Intermunicipal Collaboration Framework Approval & Intermunicipal Development Plan Exemption

RES-97-2020 Motion by Councillor Michelle Swanson that Council grants first reading of Bylaw 1077/20 to adopt the Red Deer County and Clearwater County Intermunicipal Collaboration Framework.
CARRIED

RES-98-2020 Motion by Councillor John Vandermeer that Council grants second reading of Bylaw 1077/20 to adopt the Red Deer County and Clearwater County Intermunicipal Collaboration Framework.
CARRIED

RES-99-2020 Motion by Councillor Theresa Laing that Council grants permission for third reading of Bylaw 1077/20.
CARRIED

RES-100-2020 Motion by Councillor Cammie Laird that Council grants third reading of Bylaw 1077/20 to adopt the Red Deer County and Clearwater County Intermunicipal Collaboration Framework.
CARRIED

RES-101-2020 Motion by Councillor Jim Duncan that Council agrees, as per section 631(2) of the Municipal Government Act, that an Intermunicipal Development Plan is not required between Clearwater County and Red Deer County.
CARRIED

6 CAO OFFICE

6.1 Draft Revisions to Policy HR-1009 'Employee Recognition'

RES-102-2020 Motion by Councillor Cammie Laird that Council adopts Policy HR-1009 'Employee Recognition', as revised, effective February 28, 2020.
CARRIED

7 REPORTS

Reeve Hoven left the meeting at 9:35 am.
Deputy Reeve Swanson took the Chair.
The meeting recessed at 9:35 am.
The meeting reconvened at 9:55 am.

7.1 CAO's Report

RES-103-2020 Motion by Councillor Jim Duncan that Council authorizes any councillors' attendance at the RiskPro 2020 Workshop at either the Calgary or Edmonton locations.

CARRIED

RES-104-2020 Motion by Councillor John Vandermeer that Council authorizes councillors' attendance at the April 6, 2020 meeting with Wild Rose School Division, Town of Rocky Mountain House and Village of Caroline.

CARRIED

RES-105-2020 Motion by Councillor Jim Duncan that Council authorizes Councillor Vandermeer and Swanson's attendance at the Alberta Urban Municipalities Association (AUMA) Municipal Leaders' Caucus on March 25 and 26, 2020.

CARRIED

RES-106-2020 Motion by Councillor Cammie Laird that Council authorizes any councillors' attendance at the April 22, 2020 Blue Mountain Power Co-op Annual General Meeting.

CARRIED

7.2 Public Works Report

7.3 Councillor Reports

Deputy Reeve Swanson and Councillors Laird, Vandermeer, and Laing reported on events and meetings attended from February 12 to 24, 2020.

7.4 Councillor Remuneration

RES-107-2020 Motion by Councillor Theresa Laing that Council receives the February 25, 2020, CAO Report, Public Works Report, Councillor Reports and Councillor Remunerations for information as presented.

CARRIED

The meeting recessed at 10:35 pm.
The meeting reconvened at 10:44 pm.

8 CLOSED SESSION*

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

8.1 Land Acquisition; FOIP s.16 Disclosure Harmful to Third Party Interest

8.2 DRAFT Regional Fire Services Agreement; FOIP s.24 Advice From Officials

8.3 2019/2020 Intermunicipal Mediation Verbal Report; FOIP s.21 - Disclosure Harmful to Intergovernmental Relations

8.4 Labour - Verbal Report; FOIP s.24 Advice From Officials

RES-108-2020 Motion by Councillor John Vandermeer that Council goes into CLOSED Session to discuss Item 8.1 Land Acquisition FOIP s.16 Disclosure Harmful to Third Party Interest and Item 8.2 DRAFT Regional Fire Services Agreement FOIP s.24 Advice From Officials at 10:44 am.
CARRIED

RES-109-2020 Motion by Councillor Theresa Laing that Council returns to OPEN Session at 11:55 am.
CARRIED

The meeting recessed at 11:55 am.
The meeting reconvened at 12:35 pm.
Reeve Hoven joined the meeting at 12:35 pm.

RES-110-2020 Motion by Councillor Jim Duncan that Council goes into CLOSED Session to discuss Item 8.3 2019/2020 Intermunicipal Mediation Verbal Report FOIP s.21 - Disclosure Harmful to Intergovernmental Relations and Item 8.4 Labour - Verbal Report FOIP s.24 Advice From Officials at 12:35 pm.
CARRIED

RES-111-2020 Motion by Councillor Jim Duncan that Council goes into OPEN Session at 3:32 pm.
CARRIED

The meeting recessed at 3:32 pm.
The meeting reconvened at 3:36 pm.

RES-112-2020 Motion by Councillor John Vandermeer that Council authorizes the conditional purchase of Lot 7, Block 3, Plan 6976 ET in the amount of \$274,000; and, expenditure of an additional \$9,000 for appraisal, legal fees, and environmental assessment costs, for a total of \$283,000 funded from Agricultural Services reserve.
CARRIED

9 ADJOURNMENT

- 9.1** RES-113-2020 Motion by Councillor Jim Duncan that the meeting adjourn at 3:36 pm.
CARRIED

Reeve

CAO



Agenda Item Report

Regular Council Meeting

AIR Type:	Delegation
SUBJECT:	9:00 am Karsten Heuer, Project Manager, Banff National Park Bison Reintroduction Project
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Tracy Haight, Executive Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
11.22.2016 Bison Reintroduction Project	

STAFF RECOMMENDATION:

That Council receives the 'Banff National Park Bison Reintroduction Project' Update for information as presented.

BACKGROUND:

Karsten Heuer, Bison Reintroduction Project Manager, will update Council on how well the project is going, health and well-being of the animals and next steps for the project.

Attached is background information on the project, first presented to Council on November 22, 2016.



AGENDA ITEM

PROJECT: Delegation – Plains Bison Reintroduction – David Gummer, Wildlife Ecologist, Banff National Park		
PRESENTATION DATE: November 22, 2016		
DEPARTMENT: Ag. Services and Landcare	WRITTEN BY: Matt Martinson	REVIEWED BY: Ron Leaf
BUDGET IMPLICATION: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: 2 Well governed organization	PRIORITY AREA: 2.5 Advocate in the best interests of our community	STRATEGIES: 2.5.2 Foster partnerships and discuss issues of mutual concern.
ATTACHMENT(S): 1) Bison DEIA Exec. Summary. 2) Backgrounder – Bison Reintroduction. 3) FAQ’s Bison 4) Kay and White archeological evidence.		
RECOMMENDATION: That Council accepts the presentation from Parks Canada as information.		

BACKGROUND:

Parks Canada is developing a 5 year pilot project around the reintroduction of Plains Bison into the Banff National Park. Parks Canada has committed to providing information and allowing opportunity for feedback from adjacent municipalities including Clearwater County. Parks Canada representatives are here today to provide information and answer questions regarding the reintroduction.



Detailed Environmental Impact Analysis

Plains Bison Reintroduction in Banff National Park Pilot Project 2017-2022

Executive Summary



Introduction

Parks Canada is proposing to reintroduce a small herd of plains bison to Banff National Park (BNP) in 2017. The intent of this pilot project is to assess the feasibility of longer-term bison restoration in the area. Reversible and adaptive, this project provides a focal point for Parks Canada to work collaboratively with Canadians and Indigenous People, while beginning to restore the roles of bison in the ecosystem.

Background

According to early explorer accounts and archaeological evidence, bison were abundant in the Banff area prior to being extirpated by overhunting in the 1850s. Currently, plains bison occur in only five isolated wild subpopulations and occupy less than 0.5% of their original range in Canada. As a world leader in conservation, Parks Canada is committed to restoring native ecosystems and to the conservation of threatened species like the plains bison.

Reintroducing plains bison also contributes to Parks Canada's mandate to "protect and present nationally significant examples of Canada's natural and cultural heritage."

Purpose of the Detailed Environmental Impact Analysis

Given the complexity of reintroducing a keystone species that has been absent from this area for over 140 years, Parks Canada has determined that a detailed environmental impact analysis (DEIA) is required to evaluate the project. The DEIA process ensures that Parks Canada has a clear understanding of the potential project impacts; positive, neutral and negative, and is prepared to address any risks or adverse impacts. A final Determination of Impacts will be made after reviewing and considering feedback from the public review of this analysis. This Determination of Impacts, along with public comments received throughout the project, and any other relevant information, will be considered by the Superintendent in making a final decision about whether and how the project may proceed.

Scope of the Detailed Environmental Impact Analysis

Parks Canada evaluated the following valued components as part of the DEIA: soil, vegetation and fire; wildlife resources; aquatic resources; cultural resources; species at risk; visitor experience; and the socio-economic dynamics of surrounding human communities. No impacts on air quality or climate are expected.

The timeframe of the analysis was the 5-year-pilot project, beginning in January 2017. This period was expanded for the cumulative effects assessment to consider future projects. The geographic scope varied with the valued component. For soil, vegetation, wildlife, aquatic, visitor experience and cultural components, the analysis was conducted at the scale of the reintroduction zone. The socioeconomic component was evaluated at a regional scale to capture potential impacts to the agriculture industry.

Overview of Pilot Project to Reintroduce Bison

For the proposed pilot project, a small herd of bison would roam a reintroduction zone spanning 1,189 km² of the eastern slopes of Banff National Park. Like many reintroduction projects, the success of the Banff reintroduction would require a phased and hands-on approach. In early 2017, a small herd of healthy bison from Elk Island National Park would be transferred to an enclosed pasture system within the heart of the reintroduction zone where they would remain for approx. 16 months. Called a "soft-release", this approach is a common practice for reintroduction programs to help the animals bond to their new home. After 16 months, the new herd will be free to explore the full reintroduction zone. Fifteen short sections of wildlife-friendly fencing will complement the natural containment provided by rock ridges and cliffs to encourage the bison to remain within the reintroduction zone. After five years, Parks Canada would conduct a detailed evaluation to assess the feasibility of maintaining the project, expanding the vision, or withdrawing from the initiative.

The project would be implemented in five phases:

1) Bison Translocation (February 2017)

Translocate 16 bison (12 pregnant two-year-old females and 4 two-year-old bulls) from Elk Island National Park's herd to an 18-ha, enclosed soft-release pasture in the reintroduction zone. This is the recommended herd composition, as younger bison are more adaptable and likely to bond to new environments and would be easier to handle during the initial years of the project.

2) Soft Release Pasture (February 2017-June 2018)

Hold the animals in the fenced soft-release pasture for 16 months where they would be provided with water and supplementary feed. This approach would help the herd develop a strong bond to their new home. It is anticipated the cows would calve twice during this time, increasing the size of the herd to approximately 30 animals.

3) Fencing Construction (Summer 2017)

Install approximately 8 km of adjustable wildlife friendly fencing in 15 locations to discourage bison from leaving the reintroduction zone.

4) Free Roaming (July 2018-February 2022)

Release the herd from the soft-release pasture into the 1,892 km² reintroduction zone. Closely monitor the animals via GPS and radio collars. As necessary, Parks Canada would herd, haze, or bait the bison to help steer their movements to encourage the bison to develop an affinity for their new home range.

5) Assessment of Pilot Project

Evaluate 5-year pilot against project targets to determine if the bison reintroduction program should continue or if the pilot project needs to be reversed and animals and fences removed.

Project Location

The availability of sufficient, high quality bison habitat is key for successful reintroduction. An extensive, peer-reviewed habitat and carrying capacity assessment for BNP analysed bison habitat quality throughout the Park to determine which areas, if any, would provide suitable habitat for bison. The remote, grassy valleys of the eastern slopes of BNP were found to represent suitable habitat for the proposed reintroduction and could theoretically support hundreds of bison year-round.

The 1,189 km² reintroduction zone would be divided into three Bison Management Zones as per BNP's Bison Excursion Prevention and Response Plan (Figure 2). The goal is for bison to stay within the 354 km² Core Reintroduction Zone for the first 1-2 years so that they bond to their new home range, before gradually venturing into a further 329 km² of habitat in the Expansion Zones to the north and south. Should bison venture into the surrounding 506 km² Hazing Zone they will be actively herded, baited and/or hazed back into the Core and Expansion zones, primarily by staff on horseback using low-stress stockmanship techniques.

The entire reintroduction zone is declared as Wilderness under the Canada National Parks Act. This zoning ensures that the wilderness character of the area is maintained, with only non-motorized access permitted on the trails.

The reintroduction zone is also entirely surrounded by national park lands and is abutted by other national parks to the west, provincial protected areas to the southeast and northwest, and a Public Land Use Zone prohibiting motorized activity that extends for 15 km from the eastern BNP boundary to the Forestry Trunk Road (Figure 1). The nearest grazing allotments and active forestry areas outside of BNP occur approximately 20 km to the east of the reintroduction zone and the nearest private land begins 50 km east. The closest town (Banff, Alberta) and major highway (TransCanada) is approximately 20 km south of the reintroduction zone while the town of Sundre is located 90 km east (Figure 1).

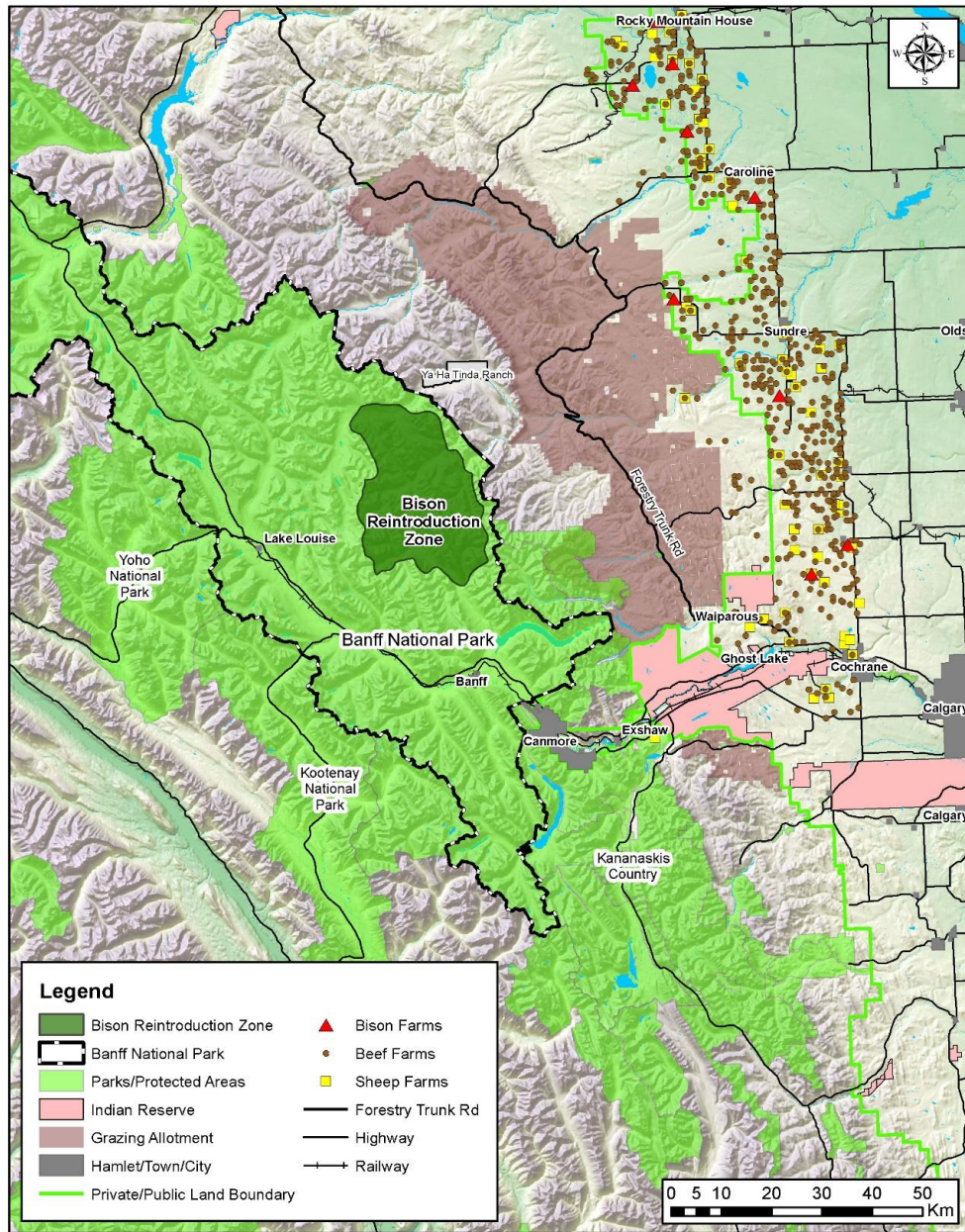


Figure 1: Location of the Banff National Park Bison Reintroduction Pilot Project (nearest farms and ranches to the east of the reintroduction zone are indicated).

Considerations

While BNP contains relatively large areas of wilderness with high quality bison habitat, certain parts of the Park, such as the Bow Valley corridor, experience high levels of human use. Further, the Park's eastern border is bounded by provincial lands used and managed for recreational and tourism purposes with more intensive industrial and agricultural uses occurring further east. Parks Canada recognises and respects that neighbouring land managers and organizations may have different priorities and mandates. Accordingly, given that bison roam in search of high quality habitat, special planning and actions have been built into the project to dissuade reintroduced bison from wandering into these areas and to manage any negative impacts should this happen during the course of the pilot project.

Key Concerns, Assumptions and Performance Objectives

Reintroducing a large mammal that has been absent for over 140 years comes with uncertainties, concerns and new opportunities, some of which have been expressed by stakeholders, Indigenous People and the public in two previous public comment periods. These comments have been carefully considered by Parks Canada in the development of the reintroduction plan. Appendix 1 summarises these concerns as well as others identified in this DEIA, along with the assumptions Parks Canada has made and the associated performance objectives it will use to evaluate those assumptions at the end of the 5-year pilot project.

Review of Detailed Environmental Impact Analysis

Potential impacts on identified valued components were considered for **supporting infrastructure** (i.e. wire fences) and **reintroduction activities** (i.e. capture and translocation of bison). An overview of each of these is described below, followed by a brief discussion of the major impacts, mitigations, and magnitude of impacts after mitigations.

Supporting Infrastructure

Overview

Approximately 8 km of wire fencing will be constructed in 15 sections ranging in length from 38 m long to 2.5 km long (Figure 2). Collectively these will help retain bison in the reintroduction area and supplement the natural containment provided by cliffs and rocky ridges. The use of minimal, strategic fencing will support other tools to help the animals develop an affinity to the reintroduction zone, including a 16-month soft-release holding period, meadow burning to maintain and enhance attractive habitat, and herding and hazing the bison on horseback while the herd is initially free-roaming.

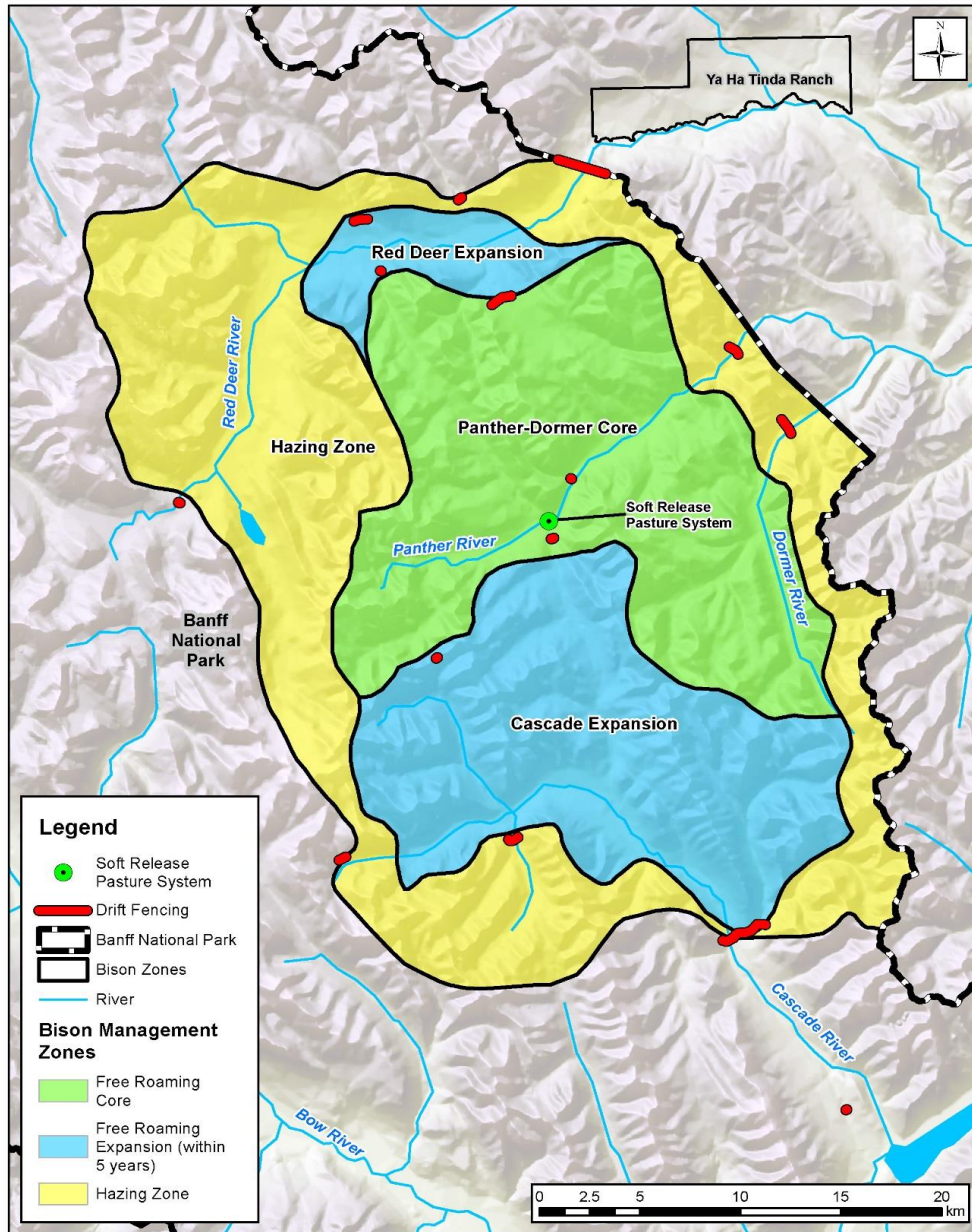


Figure 2: Wire fence locations and Bison Management Zones in BNP bison reintroduction area.

An adjustable fence design with two modes will be used to meet the dual needs of holding back bison, when required, while allowing for free passage of other wildlife at all other times. The proposed wire drift fence design has been informed by rigorous field testing in and adjacent to the reintroduction zone over the last 1.5 years.

The wildlife-permeable mode will be the default setting for fences (Figure 3). It consists of two groupings of double-stranded smooth wire at approximately 107 cm above ground (good for elk, white-tail deer and moose to jump over) and 76 cm above ground (good for bighorn sheep and mule deer to slide under). This design exceeds the latest standards for wildlife fence permeability in western North America.

Bison-holding mode will be the fence setting whenever bison are within 2 to 5km of a given fence. It consists of 5 strands of double-stranded smooth wire strung at approximately 150 cm, 130 cm, 105 cm, 80 cm, and 50 cm above ground (Figure 4).

The 80 cm wire will also be augmented with an electrified wire that can be enabled where habitat modelling suggests bison pressure could be greatest in winter.

Fence deployment between the two modes will be performed by staff, volunteers, and partners stationed at nearby patrol cabins and outfitter camps. Based on the quality of nearby habitat, the fences are collectively expected to be in bison-holding mode <5% of the time (fewer than 18 days per year, predominately in winter)

Where fences cross rivers or creeks, curtains of plastic chain or lightweight boards will be suspended over the watercourse to create a strong visual barrier that will discourage bison from moving through the area while still allowing for the free passage of water, fish, waterfowl, flood debris and watercraft (Figure 5). This is the type of design that is used successfully to contain bison at a river crossing in Grasslands National Park.

Gates will be installed at all park trails intersected by wire fences and will be closed when in bison-holding mode. Signs will be posted along the trail at each site explaining how the fences work and their necessity for bison restoration.



Figure 3: Remote camera image of cow elk going over Panther test fence in wildlife-permeable mode (Parks Canada).



Figure 4: Bison-holding mode, Red Deer test fence, BNP bison reintroduction zone, as per specifications recommended for Alberta grazing leases with bison.



Figure 5: Fence design for watercourses: plastic chain curtain on Panther River test fence in BNP.

Summary of Potential Impacts on Valued Components

Soil, Vegetation and Fire

Construction of the fences will be done by hand in summer 2017. Very few trees will be cut as they will be incorporated as fence posts and will be protected from fencing wire and staples by 1.5 m-long lengths of lumber affixed to their trunks. Where trees aren't available metal posts will be hammered directly into the ground, thereby minimizing disturbance of soil and ground vegetation.

Wildlife

The greatest potential impact of wire fencing after mitigations will be on regional wildlife movement when fences are in bison-holding mode. The intermittent nature of the disturbance and its expected short duration renders it low in magnitude.

Delivery of fencing materials and work crews to the various fence sites will require approximately 15.5 hours of helicopter time. Flight elevations of 500 m above ground level will be maintained except when landing to minimize disturbance to wildlife.

Species at Risk

Only 100 m of wire fencing occurs in the area previously used by the extirpated woodland caribou (southern mountain population), a SARA listed threatened species. Were woodland caribou to be reintroduced in the future it could impede their movements when in bison-holding mode. However, bison habitat modelling suggests this will occur infrequently due to the lack of nearby high quality bison habitat (1% of the time in summer and <2% of the time in winter for this particular fence). The magnitude of the impact on woodland caribou is therefore rated as negligible. No other SARA species are expected to be affected by supporting infrastructure for this project.

Cultural Resources

An Archaeological Overview Assessment was completed for the 5-year pilot bison reintroduction project based on previous archaeological surveys of the Red Deer, Panther, Dormer and Cascade river valleys. There are 155 known archaeological sites in the proposed bison release area but none are expected to be impacted by the proposed fences.

Conclusion

The magnitude of potential impacts of fencing to soils, vegetation, aquatics, visitor experience and socioeconomics were considered to be negligible. The overall adverse impact of fencing on all ecosystem components is therefore expected to be **insignificant**.

Reintroduction Activities

Capture and Translocation of Bison (February 2017)

Overview

Herd selection

Parks Canada proposes to select 16 healthy plains bison from Elk Island National Park (EINP) in January 2017. Twelve pregnant 2-year-old cows and four 2-year-old bulls will be taken from the larger herd via EINP's existing corral and chute system. Five of these animals will be fitted with GPS radio collars.

Quarantine and Transfer

The entire group will be held in EINP's quarantine pasture for 2 weeks. In addition to satisfying initial disease surveillance requirements, this 14-day period will permit the animals to adjust to new social hierarchies, adapt to the kind of hay and pellet feed they will receive in BNP's soft-release pasture, and begin to habituate to daily contact with humans and horses.

Once the two-week period is over the animals will be administered a veterinarian-approved calming agent (e.g. Halopurinal) and loaded into stock trailers and hauled overnight to Parks Canada's Ya Ha Tinda Ranch near the eastern boundary of BNP. Once at the ranch, the animals will be airlifted 25 km to the soft-release pasture while still in the stock trailers using a heavy-lift helicopter. Upon arrival, bison will be released into a 22 m-diameter catch pen to ensure they recover from the flight and do not require further attention before being released into the larger pasture system.

Bison will be handled throughout this process as per guidelines and principles set by Parks Canada's Animal Care Task Force. A qualified wildlife veterinarian will be on site for all capture and translocation procedures.

Summary of Potential Impacts on Valued Components

Soil, Vegetation and Aquatic Resources

All capture and translocation activities will occur outside of BNP on hardened ground at existing bison handling facilities in EINP and at the working corrals at the Ya Ha Tinda Ranch, none of which are close to water. No adverse impacts to soil, vegetation or aquatic resources are expected.

Wildlife

The largest impact of this phase of the project is likely to be stress on the bison themselves. This will be mitigated through the use of low-stress stockmanship techniques at EINP's handling facility, through the use of specially outfitted stock trailers that will reduce the chances of injury during ground and air transport, and through the use of a calming agent during all translocation activities. The services of a heavy-lift helicopter that can sling a stock trailer with bison inside will eliminate the need for another stressful transfer into individual crates or bags at the Ya Ha Tinda Ranch.

Bighorn sheep are the only wildlife expected to be along the flight path in winter (goat surveys show they are not present in the area). The potential impacts on sheep will be mitigated by ensuring it maintains minimum above-ground flight elevations of 500 m.

The magnitude of negative impacts on bison and sheep once these mitigations are in place is considered to be negligible given the short duration of the disturbance (approximately 12 hours of transport for the bison; total of 4-round-trip flights that may periodically fly over sheep).

No potential impacts are expected on species at risk, cultural resources, visitor experience (no visitors in this area in February) and socioeconomic dynamics.

Conclusion

The overall adverse impact of capturing and translocating bison is therefore expected to be **insignificant**.

Holding, Feeding and Conditioning Bison in Soft Release Pasture (February 2017 to June 2018)

Overview

Pasture System

The translocated bison will initially be held and rotationally grazed for 16 months in an existing 18-ha system of two soft-release pastures located in the Panther River Valley (Figure 2). Construction of this pasture system was assessed in a separate environmental analysis process. The primary of the two pastures (5.8 ha enclosed with 2.4 m-high page wire) will be used to hold and supplementally feed the bison during two winters and two spring calving seasons (2017/18). Natural forage will be supplemented with weed-free hay and minerals transported by helicopter and by horseback from the Ya Ha Tinda. An 11.9 ha subsidiary pasture (Pasture 2) will be fenced with the same adjustable 5-wire design described above. The native grasses within the larger subsidiary pasture will be grazed in summer and fall.

Feed

Hay will be delivered in square bales so as to easily be moved by hand. A quad and snowmobile will be used to help haul feed between pastures but will be restricted to the immediate vicinity of the Windy patrol cabin, tack shed, corral and Pasture 1. Where water is not accessible (Pasture 1) it will be pumped from the Panther River via portable fire pump and hose into a temporary trough every few days.

Monitoring and Care

Rotating shifts consisting of two Parks Canada staff and/or contractors and volunteers will stay on site at the Windy patrol cabin to feed, monitor and condition the animals for the 16-month soft-release pasture phase of the project. No upgrades are necessary to the cabin. Human waste will be contained in an existing outhouse pit located 100 m from the nearest open water (Wigmore Creek).

Conditioning

Staff will condition the bison to several stimuli while they are contained over the course of their 16-month stay in the soft-release pasture system. Such conditioning has been effective in reducing stress in captive bison elsewhere and will improve the effectiveness of herding techniques that will be used during the free-roaming phase of the project. The goal is to establish attraction and avoidance behaviours in the bison to help improve their manageability and prevent the risk of excursions from the reintroduction zone once they are free-roaming. This will be a short term, transitional strategy to encourage the initial group of animals to develop an affinity for their new home range and will help set the pattern of future herd movements. Subsequent generations are not expected to be subject to such conditioning.

Transportation

The remote location of the soft-release pasture requires that helicopters be used to support this phase of the project. Approximately 21 flights will be necessary to transport hay (flights of 20 minutes each) and 45 flights for weekly shift changes in winter (40 minutes each) for an estimated total of 37 hours of flight time. Parks Canada personnel will access the site on horseback and on foot in spring, summer and fall to minimize helicopter use and will periodically ski in and out in winter to help reduce reliance on helicopters.

Summary of Potential Impacts on Valued Components

Soil and Vegetation

The soft-release pasture system will be the centre of bison activity for 16 months of the pilot project and is likely to be where impacts of the project to soils and vegetation are greatest. The animals will be held at a much higher density (e.g. 190 animals/km²) within the pasture system than during the free-roaming phase (e.g. 0.04 animals/km² in the larger reintroduction zone) and are likely to trample, horn and overgraze the willow and birch shrubs that are the predominant vegetation type in Pasture 1. Potential impacts to the soils and vegetation of Pasture 2 will be less intense as it is twice as big as Pasture 1 and will hold the animals for a quarter of the time. Riparian areas in Pasture 2 were scoured of most vegetation during the 2013 flood and now consist primarily of rock and gravel and are unlikely to be used much by the bison.

Long-term studies in other areas where bison occur show moderate grazing leads to substantial increases in forage productivity and quality not just for bison but for other animals. Bison's tendency to selectively feed on grasses over leafy plants, and preferentially feed on some areas, also leads to greater plant and habitat diversity. Such benefits may occur in Pasture 2.

Bison are also important vectors for seed dispersal via their fur and in their feces. This could be a positive impact in Pasture 2 where only native plants exist but could be negative in Pasture 1 where there is a small pre-existing infestation of non-native buttercup plants. This will be addressed through aggressive removal of buttercup flower heads prior to bison reintroduction and through targeted spraying after the soft-release pasture phase is over. Further introduction of non-native plants will be avoided through the use of second-cut weed-free hay (no viable seeds) that is sourced from the same supplier that Parks Canada has used without issue for several years.

Wildlife

Potential impacts to wildlife during the soft-release phase of the project could occur from: fencing; the unlikely event that bison introduce disease; increased human presence in the area; and increased helicopter activity.

The adjustable, wildlife-permeable fencing will be used for Pasture 2 and will enable free-passage of wildlife for 12 of the 16 months. Page wire fencing will exclude wildlife from Pasture 1 for the full 16 months but the impact is expected to be negligible due to its temporary nature, small extent (5.8 ha), and the number of alternative routes for wildlife to travel around the pasture.

A disease risk assessment was completed by the Canadian Wildlife Health Cooperative and estimated the risk of brucellosis or tuberculosis being introduced with bison into BNP to be low, given the animals would come from Elk Island National Park (certified brucellosis and tuberculosis-free by the Canadian Food Inspection Agency). Nonetheless, Parks Canada has committed to extensive disease monitoring for the project and will depopulate the herd in the unlikely event brucellosis or tuberculosis are detected. Protocols are also in place for several other unlikely diseases.

The majority of helicopter use will occur in winter when bears are hibernating and elk have migrated outside of the park. Minimum flight elevations of 500 m above ground level will be maintained to minimize disturbance to bighorn sheep. Goats are not common along planned flight routes.

Full-time staff presence is likely to have a localized and temporary (16-month) negative impact on shy and wary animals like grizzly bears and wolves. A number of well-used wildlife trails provide a variety of alternative routes for them to travel around the area. The extent of displacement is expected to be very localized (i.e. 2 km²) within home ranges that often exceed 1,000 km².

Staff access to and from the site by foot and horseback in spring, summer and fall could also disturb these species. Given the low levels of existing human use on these trails, however, such access is not expected to approach any thresholds whereby these animals may abandon the area. The overall impact to large carnivore habitat security is therefore expected to be negligible.

Aquatics

Increased sediment and nutrient loads to the Panther River are possible during the 4-month period bison have access to the river within Pasture 2. Sedimentation of the water can occur when bison create trails into the river, however in other areas where this has happened, the impacts have been found to be localized. Bare ground from bison wallowing and horning behaviour can also have a negative impact but, due to the extent of scouring from the 2013 flood, very little soil is available to be mobilized in the riparian area of Pasture 2. Manure build up in the riparian area and a resultant flush of nutrients into the river are also unlikely given the unattractiveness of the scoured riparian zone to bison. Nonetheless, weekly surveys of the riparian zone will be conducted while the bison are in Pasture 2 and all manure in excess of 1 pile/2 m² in riparian areas will be moved to higher ground by staff.

Cultural Resources

One historical campsite falls outside of the Pasture 2 fence. No other cultural sites are known to exist in the area.

Visitor Experience

In summer 2017, a bypass trail will allow the few horse riders and backpackers using the area to continue to access all trails. On-site staff caring for the bison would explain any temporary losses to wilderness experience within the context of long-term species restoration.

No impacts to socio-economic dynamics are expected.

Conclusion

Given the above mitigations, the overall adverse impact of the operation of the soft-release pasture is expected to be **insignificant**.

Free-Roaming (June 2018-2022)

Overview

After two calving seasons in the soft-release pasture the original herd of 16 translocated bison will grow to approximately 30-35 animals, half of which would have been born on site. They would be accustomed to being herded by Park Canada staff by this time; would have learned to respect the wire fencing that they may encounter in key areas; and would be accustomed to crossing rivers and feeding on natural forage.

Prior to being released into the larger 1,189 km² reintroduction zone in June 2018, approximately ten bison would be chemically immobilized and fitted with GPS and radio collars to ensure at least one-third of the herd can be monitored from a distance. The gates to the soft-release pasture will then be opened.

Management Actions as Required

Given the availability of good quality year-round habitat and the management efforts identified to retain bison in the reintroduction zone, it is assumed the bison will remain within the Core and Expansion areas and use the habitat in proportion to its estimated suitability. In the event that bison move outside of the reintroduction zone, management actions, as well as their urgency, will increase appropriately as per the BNP Bison Excursion Prevention and Response Plan. In extreme cases, and when all other options have failed, bison may need to be put down.

Summary of Potential Impacts on Valued Components

Soil, Vegetation and Aquatic Resources

The extremely low density at which bison will occur in the reintroduction zone during the 3.5-year free-roaming phase of the project (0.04 animals/km²) is expected to result in negligible impacts on soil, vegetation, and aquatic components of the ecosystem. The exception to this would be if the animals concentrate their movements and activities to very few localized riparian areas, which is unlikely given the scoured nature of the riparian area.

Wildlife

Impacts to wildlife and regional socioeconomic dynamics would occur if bison introduced disease to wild or domestic animals but such impacts are highly unlikely given 40+ years of good health assessments of the source herd in Elk Island National Park. Nonetheless, the bison selected for reintroduction will be tested, quarantined and monitored for disease and health issues for 16.5 months prior to becoming free-roaming. Their health will also be assessed during the free-roaming phase of the project by way of twice-yearly ground surveys. All bison mortalities will also be investigated. In the unlikely event that brucellosis or tuberculosis are detected, the entire herd will be depopulated.

Helicopter use is expected to decrease dramatically once the bison are free-roaming (average of 0.5 hours/month) and will be limited to emergency flights to locate bison or to investigate mortalities. As with other phases of the project, minimum flight elevations of 500 m above ground will be maintained to minimize disturbance on sheep and other wildlife.

Cultural Resources

Three high-vulnerability archaeological sites will be proactively fenced in the Red Deer River Valley to prevent damage by free-roaming bison. Other moderately vulnerable archaeological sites will be monitored every two years to assess for possible newly exposed artefacts.

Visitor Experience

The risk of reintroduced bison injuring visitors is similar to the current risk posed by elk, bears or other species or natural hazards already in BNP. Like other wild species, individual bison can be aggressive in the rare occasion when they are surprised, when they feel trapped or cornered, when males are in rut, and when females are defending their young. Very few such encounters prove serious in other sites with bison like Elk Island and Prince Albert national parks. Despite tens of thousands of visitors interacting with bison in the frontcountry and backcountry areas of these parks, there have been fewer than half a dozen incidents involving human injury in the last 15 years. On the rare occasion when there is a conflict, it tends to involve bicyclists surprising bison on trails. None of the trails in the Banff bison reintroduction zone currently allow bicycles and all but one see fewer than 200 hikers/horseback riders per year. As part of this reintroduction, Parks Canada will conduct extensive education programs before and during all years of the reintroduction to help prepare visitors for a safe visitor experience in bison country.

As with BNP's elk and bear management programs, bison management may sometimes be required. Actions may range from proactive education and posting area warnings/closures to hazing or even removing bison from a conflict situation.

Socioeconomic Dynamics

Bison could damage fences and other private property if they leave the reintroduction zone and travel 20-50 km to the east but this is unlikely given the combined effect of the described reintroduction techniques, GPS-enabled radio collars and protocols in place to respond to any excursions that do occur.

Similarly, there are concerns that bison could introduce disease to livestock that is 20-50 km east of the reintroduction zone but this, too, is unlikely given the source herd in Elk Island National Park has been used, without incident, for dozens of bison reintroductions elsewhere in the world and the health monitoring protocols that will be in place.

Conclusion

Given the above mitigations, the overall adverse impact of free-roaming bison on all valued components during the course of the 5-year pilot project is expected to be **insignificant**.

Cumulative Impacts

Cumulative impacts are changes to the biophysical, social, economic, and cultural environments caused by the combination of past, present and foreseeable future actions.

Long-term Bison Restoration

The magnitude for most potential impacts of free-roaming bison for the 5-year pilot project are considered to be negligible, largely because of the low densities of bison. Should longer-term bison restoration proceed beyond the pilot project, those densities could increase to levels where the cumulative positive and negative impacts become more pronounced and potentially more significant. For example, based on bison population dynamics elsewhere, the 16 bison reintroduced to BNP in 2017 could grow to 200 animals within 10 years.

Examples of positive impacts from higher bison densities include:

- Increased plant diversity and productivity due to the grazing effects of bison;
- Maintenance and expansion of meadow habitat for other species due to the horning and rubbing behaviours of bison;
- Increased insect diversity and biomass supported by bison for consumption by insectivorous birds and bats;
- Additional food source for predators and scavengers;
- Additional amphibian habitat due to ephemeral ponds created by bison wallows; and
- Improved nestling survival due to the availability of bison fur for nesting birds.

Negative cumulative impacts could include:

- An increase in predators that results in increased predation on endangered caribou, should they be reintroduced into the park, or other ungulates;
- Damage to riparian vegetation and stream habitat due to the trampling, wallowing and grazing impacts of higher densities of bison if they favour such habitats; and
- Competition between bison and other ungulate species should food and space become limited.

A goal of the pilot project is to assess the response of various ecosystem components to the reintroduction of very few bison in order to determine long-term population targets should further bison restoration proceed (see Monitoring section below).

Prescribed Fire

Several prescribed fires over the last 30 years have resulted in approximately 11% of the reintroduction zone (126 km²) being burned since 1980. This is high compared to the rest of the park and is approaching the historic fire regime. This has resulted in less fuel, more open areas, and higher habitat heterogeneity than adjacent valleys, making the area better for bison and other grazers.

The continued application of prescribed fire, particularly meadow burning, is an integral component of the pilot bison reintroduction project to enhance habitat and help attract and hold the bison within the reintroduction zone. A separate environmental analysis was completed for meadow burning throughout the park and 865 ha of meadow burning was completed in 2015 in the reintroduction zone in anticipation of bison arriving. A further 635 ha of meadow burning is planned in and around the soft-release pasture over the course of the next three years.

There are several anticipated cumulative impacts from bison and prescribed fire, especially if long-term bison restoration proceeds and bison densities increase. **Examples of positive cumulative impacts from these two activities include:**

- The prevention of bison excursions from the reintroduction zone through the creation of more attractive habitat;
- Increased habitat heterogeneity and biodiversity;
- Increased forage quality, quantity and palatability for not only bison but other native grazers like elk and bighorn sheep.

Negative impacts may include:

- Prescribed fire applied outside of the reintroduction zone could attract bison out of the area;
- The combined impacts of bison trampling, wallowing and grazing in riparian areas, along with temporary removal of vegetation by fire, could lead to bank erosion, sedimentation of streams and rivers, and decreased fish habitat quality.

The risk of bison being attracted outside of the reintroduction zone due to fire can be mitigated by coordinating prescribed fire activities with neighbouring land jurisdictions. Long-term bison population targets, to be determined at the end of the 5-year pilot project, will mitigate damage to riparian and aquatic ecosystem components.

Monitoring and Assessment

A suite of project targets and monitoring measures is presented in Appendix 1. All monitoring measures were created in response to stakeholder concerns and knowledge gaps. These will be used to evaluate the 5-year pilot reintroduction project when it ends and to determine if it should be reversed or longer-term bison restoration should continue. If the decision is to reverse the project, all bison and fences will be removed. If the decision is to continue with longer-term bison restoration, then a comprehensive bison management plan, complete with population targets, will set the parameters for how it proceeds.

Conclusions

In considering bison re-introduction, Parks Canada has the opportunity to assess the feasibility of restoring one of only two missing species of a relatively undisturbed and intact mountain ecosystem. In doing so, it could make an important contribution to the natural integrity of ecosystems of Banff National Park and global conservation of plains bison.

There are challenges and constraints that make the endeavour complex, not the least of which is undertaking the pilot project in a remote, backcountry setting, and the need to limit the movements of the largest land mammal in North America. Doing so results in possible disturbance to other wildlife. As the detailed environmental impact analysis demonstrates, the extent of these and other impacts are considered insignificant after mitigations.

The cumulative impact analysis considers the potential adverse impacts of this 5-year pilot project in the context of potential future ecological gains if longer-term bison restoration proves feasible. Expected benefits include improved grazing for other ungulates due to the fertilized grasses bison leave in their wake, more forest openings for meadow-loving birds and small mammals, more amphibian habitat due to bison wallowing, and more conversion of grass into protein when bison die and are consumed by scavengers and predators like wolverines and grizzly bears. Persistence of these benefits over time relies on the long-term management of population numbers. During the proposed 5-year pilot project, extensive herd monitoring will help establish population targets for the future if longer-term bison restoration proves feasible and proceeds.

Appendix ES-1: Key concerns, assumptions, supporting evidence, monitoring measures and project targets for BNP's 5-year pilot bison reintroduction.

Key Concerns	Primary Assumption	Secondary Assumptions & Supporting Evidence	Section of DEIA	5-year Monitoring	Performance Objectives
Bison may roam onto provincial lands.	Bison will remain within the reintroduction zone.	<ul style="list-style-type: none"> ➤ 16 months and calving in soft-release pasture will result in strong bonding to new home. ➤ Meadow burning will help to attract/hold bison. ➤ Bison will respond to herding/hazing once free-roaming. ➤ Fences will work when in bison-holding mode and will be deployed in a timely manner as bison approach. ➤ A subset of the bison will be marked with GPS radio collars to enable close monitoring of their movements. ➤ There is suitable habitat to support bison within the park in both summer and winter. ➤ An Excursion Prevention and Response Plan is in place in the unlikely event excursions occur (Appendix 1). 	App. 1	<ul style="list-style-type: none"> ➤ Home range movements and habitat selection. ➤ Number and duration of excursions outside reintroduction zone. ➤ Hectares of meadows burned. ➤ Bison selection of recently burned meadows. ➤ Number of times bison move past fences. 	<ul style="list-style-type: none"> ➤ No bison excursions outside of the reintroduction zone. ➤ 1,500 ha of meadows burned. ➤ Bison do not move past fences.
Bison may be infected with tuberculosis or brucellosis.	Bison brought from Elk Island National Park (EINP) will be free of brucellosis and tuberculosis.	<ul style="list-style-type: none"> ➤ EINP bison herd certified brucellosis and tuberculosis-free by Canadian Food Inspection Agency since the 1970s. ➤ Dozens of other reintroduction projects have used EINP plains bison without issue. ➤ The probability of bison being infected with these diseases is low. ➤ Parks Canada will conduct intensive surveillance of bison health, with response protocols in the unlikely event disease is detected. 	App. 2	<ul style="list-style-type: none"> ➤ Bison health and disease surveillance as per BNP Bison Health and Disease Monitoring Plan. 	<ul style="list-style-type: none"> ➤ No brucellosis or tuberculosis introduced by bison or detected in any species.
Bison may create safety hazards for people travelling by horseback, foot or ski.	Risks to visitors will be similar to other large mammals – e.g. elk and bears – in the Park	<ul style="list-style-type: none"> ➤ BNP is a world leader in human-wildlife coexistence and will prepare visitors for bison with appropriate education, warning signs, etc. ➤ Very low visitation in BNP reintroduction zone (~200 people/year); users tend to be experienced backcountry travellers. ➤ Bison and visitors coexist in several other sites with higher visitation (e.g. Elk Island National Park). 	Section 4.6	<ul style="list-style-type: none"> ➤ Number and type of bison-human conflicts. 	<ul style="list-style-type: none"> ➤ Education, outreach and management actions result in very few bison-human conflicts; none result in serious injury.
Fences for bison may affect the movements of other wildlife, especially elk and sheep.	Fences will have 2 modes: wildlife-permeable and bison-holding. They will be deployed in bison-holding mode <5% of the time.	<ul style="list-style-type: none"> ➤ Wire height and spacing for the 2-wire, wildlife-permeable mode exceed the latest North American standards for wildlife-friendly fencing and have been tested in BNP for their permeability to other species in 2016. 	Sections 3.3 and 4.2	<ul style="list-style-type: none"> ➤ % time fences in bison-holding vs wildlife-permeable mode. ➤ Safe passage by other wildlife. 	<ul style="list-style-type: none"> ➤ Fences will collectively be in bison-holding mode <5% of the time. ➤ No wildlife are seriously injured by bison fence.

Key Concerns	Primary Assumption	Secondary Assumptions & Supporting Evidence	Section of DEIA	5-year Monitoring	Performance Objectives
Bison may compete with other ungulates, especially elk and sheep.	Bison provide benefits for other ungulates.	<ul style="list-style-type: none"> ➤ Bison grazing increases plant productivity and palatability for other grazers (e.g. elk and sheep). ➤ Bison prevent encroachment of trees and shrubs into meadows, thereby increasing grazing habitat for other grazers like elk and sheep. ➤ Meadow burning will promote attractive forage for all large herbivores. ➤ Competition is unlikely due to the small number of reintroduced bison and low elk and sheep numbers. 	Section 4.2	<ul style="list-style-type: none"> ➤ None as changes will not be evident in 5-year span of pilot project. 	<ul style="list-style-type: none"> ➤ N/A
Bison may introduce and spread non-native weeds	Bison will not introduce/spread non-native weeds except in soft-release pasture where aggressive treatment of existing tall buttercup will occur.	<ul style="list-style-type: none"> ➤ Parks Canada has identified 10 small existing non-native plant infestations in the 1,189 km² reintroduction zone (9 consisting of tall buttercup and one of Canada thistle). ➤ They are located in high quality bison habitat but their extent is so small, and the number of bison so few (0.04 animals/km²) as to render further spread by bison unlikely. ➤ The one exception is the soft release pasture. Weed-free hay will be used and aggressive treatment of existing buttercup will occur before bison arrive followed by aggressive rehabilitation of soil/vegetation afterwards. 	Section 4.3	<ul style="list-style-type: none"> ➤ Number and area of non-native vegetation infestations assessed biannually. ➤ Bison home ranges and habitat selection. 	<ul style="list-style-type: none"> ➤ No net increase in number and extent of infestations attributable to bison.
Bison may prefer and potentially damage riparian habitats	Bison will not preferentially spend time in riparian habitat	<ul style="list-style-type: none"> ➤ Research from elsewhere shows that bison do not preferentially use riparian habitats. 	Section 4.3	<ul style="list-style-type: none"> ➤ Bison habitat selection 	<ul style="list-style-type: none"> ➤ Bison will not preferentially select and unduly damage riparian habitat.
Bison re-introduction may negatively affect water quality	Water quality will not diminish due to bison reintroduction or meadow burning.	<ul style="list-style-type: none"> ➤ Bison do not tend to linger around water or in riparian areas. ➤ Negative impacts of prescribed fire on water quality are minimal and short-lived. 	Section 4.4	<ul style="list-style-type: none"> ➤ Benthic macroinvertebrate sampling as per the Canadian Aquatic Biomonitoring Network. ➤ Water chemistry sampling in bison reintroduction zone and other valleys for comparison. 	<ul style="list-style-type: none"> ➤ Maintenance of benthic macroinvertebrate communities indicative of good water quality. ➤ No net increase in sedimentation.
The reintroduction of bison may lead to higher numbers of wolves which will affect other prey species.	No numeric response of wolves to bison reintroduction.	<ul style="list-style-type: none"> ➤ Experience elsewhere shows wolves often take years to adapt to a new prey source. ➤ The number of bison will be small during the 5-year pilot reintroduction. ➤ Bison are extremely robust to predation and often inflict injuries on wolves. 	Sections 4.2 and 4.5	<ul style="list-style-type: none"> ➤ Investigate all bison mortalities. ➤ Continue monitoring wolves with radio collars and remote cameras. 	<ul style="list-style-type: none"> ➤ Assess response of predators to bison during 5-year pilot. ➤ Set bison population target if restoration proceeds.

Key Concerns	Primary Assumption	Secondary Assumptions & Supporting Evidence	Section of DEIA	5-year Monitoring	Performance Objectives
<p>Increased helicopter use for bison management, as well as greater human presence, will lead to reduced grizzly bear habitat security and sense of wilderness.</p>	<p>After an initial increase, helicopter and staff presence in reintroduction zone will decrease annually as bison settle into their new home.</p>	<ul style="list-style-type: none"> ➤ Translocation and soft-release pasture phases will be the most staff and helicopter intensive parts of the project. ➤ Significant increase in public use of the area is unlikely due to remoteness of reintroduction zone. 	<p>Sections 4.2 and 4.7</p>	<ul style="list-style-type: none"> ➤ Helicopter hours in the eastern slopes of BNP. ➤ Staff presence in Wilderness Zone. ➤ Number of people on trails in reintroduction zone. 	<ul style="list-style-type: none"> ➤ Reduction in helicopter use (<2.5 hrs/month) and staff presence (<2 wks/month) in Wilderness once bison are free-roaming. ➤ Backcountry visitation remains <100 events/month on all trails that are currently below that threshold.

Backgrounder

Plains Bison Reintroduction to Banff National Park



Introduction

As a world leader in conservation, Parks Canada manages some of Canada's greatest natural heritage treasures and is committed to protecting these places and ensuring they remain healthy and whole. Integral to this work is restoring the full suite of native species to the lands and waters that make up the national park system. This helps ensure that these places will be here for present and future generations to appreciate and experience.

In 2017, Parks Canada would like to add a new chapter to our conservation story through the reintroduction of plains bison to Banff National Park.

Parks Canada proposes to reintroduce a small herd of plains bison into Banff's eastern slopes, a remote wilderness area that provides the wide, grassy valleys that bison need to thrive. Bison reintroduction would return a native species to Banff National Park and create new opportunities to reconnect Canadians and visitors with this iconic animal.

The five-year reintroduction project is a small-scale initiative that would inform future decisions regarding the feasibility of managing a wild bison herd in Banff National Park over the long-term. Reversible and adaptive, this project would build on Parks Canada's commitment to work collaboratively with Canadians while giving bison a brighter future in Canada.



Why Bring Bison Back to Banff National Park?



The goal of this reintroduction is to restore a wild, free-roaming bison population to Banff National Park in a way that supports ecosystem integrity, enriches visitor experience, renews cultural connections, and enhances learning and stewardship opportunities.

Parks Canada is proposing to bring wild bison back to Banff National Park for several reasons:

Ecological Restoration

Bison are dominant grazers that once shaped the valleys and grassy slopes in what is now Banff National Park. As “ecosystem engineers,” they influence the landscape in ways that benefit many plant and wildlife communities.

Inspiring Discovery

Experiencing a natural landscape with a full range of native species makes a national park visit authentic and distinctive. Successfully reintroducing bison will create new opportunities for visitors, neighbours and the public at large to learn about bison’s ecological and cultural importance.

Cultural Reconnection

Bison are an icon of Canada’s history. They were an integral part of the lives and livelihoods of Indigenous people and Canada’s pioneers, and they still play an important role in the culture of Indigenous people. Restoring bison to the landscape is an opportunity to renew cultural and historical connections.

The History of Bison

For thousands of years, the North American plains rumbled with the hoof-steps of vast herds of bison. As migratory grazers, bison also wandered into the mountains and shaped the montane and sub-alpine ecosystems of what is now Banff National Park.

Reminders that bison once roamed the park are all around us. You can still stumble across the bones of these iconic creatures in the park’s valleys. Looking from the ridge tops down into Banff’s grassy meadows you can see bison wallows – earthen depressions created by these large animals rolling on the ground – markings so obvious that it is difficult to believe that over a century has passed since they last held a bison.



Their herds numbered as large as 30 million, but bison nearly went extinct within a single human lifetime due to overhunting. As a result, bison haven’t grazed the valleys of Banff National Park since before the park was established in 1885.

Thanks in part to the foresight of Howard Douglas, an early Banff National Park superintendent, and the efforts of one of Banff’s early citizens, Norman Luxton, bison were given a second chance when the Government of Canada purchased one of the last herds of surviving bison from a Montanan rancher in the early 1900s.



Since that time, Parks Canada has played an important role in the global recovery of the species. For a century, Banff National Park protected a small display herd of bison in a paddock at the base of Cascade Mountain until the herd and the surrounding fences were removed in 1997 to facilitate wildlife movement of other species around the outskirts of the Town of Banff.

Though few plains bison herds are free-ranging today, most bison in Canada can trace their ancestry back to that rescued herd. Their direct descendants, now living in Elk Island National Park, provide healthy seed animals for bison reintroductions at home and around the world.

Modern Context

Times have changed since bison once traveled through the Banff area. Today, Banff National Park includes a town, national road and rail corridors, and tourist facilities that host more than 4 million visitors a year. After such a long absence, has the time of bison in Banff passed?

Great herds of bison no longer migrate across North America as they once did, but their absence is felt in the ecological and cultural communities that once depended on them. Now present on less than 0.5% of their historical range, few wild and free-roaming plains bison herds remain across North America. Testing the feasibility of managing bison in Banff over the long-term could contribute to the recovery of the species by leading to the creation of a new wild herd.

The timing of the proposed return of bison to Banff coincides with conservation initiatives that provide a foundation for bison reintroduction within the park. This includes a prescribed burn program to restore productive grassland habitats and the presence of the bison's natural predators - wolves and grizzly bears.

Bison Reintroduction to Banff National Park



For the pilot project, a small herd of bison would roam a core reintroduction zone spanning 1,189 km² of the eastern slopes of Banff National Park. The Panther and Dormer River Valleys would form the core of the reintroduction zone while portions of the Red Deer and Cascade River Valleys would be included after the first few years of the free-roaming phase.

Following an evaluation, Parks Canada would decide whether to maintain the project, expand the vision or withdraw from the initiative.

Soft-Release

Like many reintroduction projects, the success of the Banff reintroduction would initially require a hands-on approach. In early 2017, a small herd of disease-free bison from Elk Island National Park would be transferred to an enclosed pasture system within the reintroduction zone where they would remain for several months. Called a "soft-release", this approach is a common practice for reintroduction programs, as it helps the animals bond with their new home.

During their time in the soft-release pasture, Parks Canada would condition the herd both positively and negatively to a range of cues. Conditioning tools include food rewards and gentle natural stockmanship techniques to ingrain certain bison behaviours that can be used to manage the herd as needed once the animals are free-roaming. Working with the bison to establish these behaviours at the outset of the project will set the patterns that are vital to



helping them navigate and use the landscape for generations to come.

Free-Roaming

After 16-18 months, Parks Canada would open the pasture gates, allowing the young bison to explore the full reintroduction zone. Throughout the lifetime of the project, a combination of natural barriers and short stretches of wildlife-friendly fencing would discourage bison from leaving the reintroduction zone while allowing other wildlife to pass freely.

Despite comprehensive preventative measures to maintain bison within their new home, bison may occasionally wander beyond the reintroduction zone. Parks Canada would respond quickly to any reports of bison excursions and use a combination of herding, gentle hazing and baiting techniques to bring them back.

Bison Health

Ensuring the health of the herd and surrounding ecosystems is of top priority for Parks Canada. The probability of bison introducing or contracting diseases like bovine tuberculosis was assessed as “negligible-to-low”, but due to the potential negative impacts associated with these diseases, Parks Canada has developed a *Bison Health Monitoring and Disease Response Plan*. This plan was developed in coordination with provincial authorities and will guide bison health activities throughout the pilot project.

On-going activities to preserve and monitor the health of the herd include:

- Obtaining the initial bison from Elk Island National Park, a bovine tuberculosis and brucellosis-free area for more than 40 years, that provides healthy seed animals to conservation projects across their historic range.
- Adopting strict bio-security protocols including: regular disease monitoring and immediate follow-up of any symptoms by a veterinarian.
- In the unlikely event that disease is detected, activating disease response procedures.

Detailed Environmental Impact Analysis

A detailed analysis of all the potential positive, neutral and negative impacts of the project is key to determining if and how the Bison Reintroduction Pilot Project should proceed. Consequently, Parks Canada is undertaking a detailed environmental impact analysis (DEIA) of the project.

The DEIA will consider the predicted influence of bison over the five-year span of the pilot project, with respect to specific valued ecosystem components, visitor experience and safety, socio-economic dynamics and cultural resources.

In fall 2016, Parks Canada will make this analysis available to the public. Public feedback on any concerns or opportunities that may have been missed or not fully considered by the project team will help inform any needed revisions to the DEIA.



Involving Canadians



Parks Canada values and welcomes the perspectives and involvement of others in our programs and projects. Engaging Canadians in the bison reintroduction project has been a key element since it was first introduced during the 2010 *Banff National Park Management Plan* consultations, where it received overwhelming support. Parks Canada has continued to involve key stakeholders, Indigenous groups and the general public throughout the development of the bison reintroduction plan and now in the detailed environmental impact analysis review process.

Parks Canada will continue to support and develop opportunities for Canadians and visitors to connect with the bison reintroduction through a variety of means, including volunteerism, stewardship, interpretive and virtual experiences.

Next steps

At the close of the public review period of the detailed environmental impact analysis, Parks Canada will carefully review and analyze all comments received. A summary of the feedback received will be posted on the Banff National Park website.

A Determination of Impacts for the project will be made based on the final DEIA. This Determination of Impacts, along with public comments received throughout the project, and

any other relevant information, will be considered by the Superintendent in making a final decision about whether and how the project may proceed.

Canadians are invited to submit comments via email (opinion@pc.gc.ca), by mail (Kendra VanDyk, Consultation Officer, Parks Canada Land Use and Planning, Box 900, Banff, AB T1L 1K2) or by phone (403-431-1604).

Want More Information?

Visit: parks canada.gc.ca/Banff-bison

Or contact:

Kendra Van Dyk
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Frequently Asked Questions

Reintroduction of Bison to Banff National Park

Background

For thousands of years, vast herds of plains bison roamed the prairies and the eastern slopes of the Continental Divide, including the area that is now Banff National Park. By the mid-1800s, hunting had nearly driven them to extinction. Today, only a few small herds of wild, free-roaming plains bison remain.

The 2010 Banff National Park Management Plan gives direction to “Reintroduce a breeding population of the extirpated plains bison, a keystone species that has been absent from the park since its establishment...” In 2017, as part of national conservation efforts, Parks Canada proposes to reintroduce a small herd of wild plains bison to Banff National Park. This five-year pilot project would be a small-scale initiative to inform future decisions regarding the feasibility of managing a wild bison herd in the park over the long-term.

Q: Why do you want to bring Bison back to Banff National Park?

A: Reintroducing bison to Banff, part of their historic range, is an important step towards restoring the full diversity of species and natural processes to the park’s ecosystem; their return would also provide new opportunities for Canadians and visitors to connect with the story of this iconic species. More specifically:

Ecological and Conservation Benefits

Bison are dominant grazers that once shaped the montane and subalpine ecosystems in what is now Banff National Park. As “ecosystem engineers,” they influence the landscape in ways that benefit many plant and wildlife communities. The project is also an opportunity to support global bison conservation efforts, by re-introducing a bison to one of the few remaining areas where natural selection can operate. The continuance of such predation pressure, along with unmitigated exposure to extreme weather and other natural factors, is critical to the long-term vigor of the subspecies.

Inspiring Discovery

Experiencing a landscape with a full range of native species is what makes a national park visit authentic and distinctive. Successfully restoring bison would provide opportunities for visitors, neighbours and the public at large to learn about bison’s ecological and cultural importance.

Cultural Reconnection

Bison are an icon of Canada’s history. They were an integral part of the lives and livelihoods of Indigenous people and Canada’s pioneers, and they still play an important role in the culture of Indigenous people. Restoring bison to the landscape is an opportunity to renew cultural and historical connections.



Q: Where are you proposing to reintroduce bison?

A: For the scope of this pilot project, a small herd of bison would roam a reintroduction zone spanning 1,189 km² in the eastern slopes of Banff National Park, a remote wilderness area that provides the grassy valleys that bison need to thrive. The Panther and Dormer River Valleys make up the core of the area with portions of the Red Deer and Cascade River Valleys as expansion zones within the first few years of the free-roaming phase. Based on a recent habitat analysis, this area would provide ample habitat for both summer and winter grazing.

Q: What would the reintroduction to Banff look like?

A: Parks Canada is proposing a reversible five-year pilot project to test the feasibility of managing a wild herd of bison in the long-term. Following an evaluation at the conclusion of the pilot, Parks Canada would decide whether to maintain the project, expand the vision or withdraw from the initiative.

Like many reintroduction projects, the success of a Banff bison reintroduction would require an adaptive, phased approach:

- In early 2017, a small herd of disease-free bison from Elk Island National Park would be transferred to an initial ‘soft-release’ enclosed pasture within the reintroduction zone located in Banff’s eastern slopes. The herd would remain there for several months to bond to their new home.
- After several months, Parks Canada would open the pasture gates, allowing the young animals to explore the full reintroduction zone landscape.
- Throughout the lifetime of the pilot project, a combination of natural barriers and short stretches of wildlife-friendly fencing would discourage bison from leaving the reintroduction zone while allowing other wildlife to pass freely.
- Parks Canada would monitor the herd and its influence on the landscape throughout the lifetime of the project to inform management decisions.
- A population target has not been established for this pilot project; any future targets would be determined following on-going monitoring of the herd.

Q: How would you keep bison from leaving the reintroduction zone? What happens if they escape?

A: Parks Canada is proposing a comprehensive approach to encourage bison to remain within the core reintroduction zone and to address any excursions should they happen. This includes:

- Using a “soft-release” approach by holding the herd in an enclosed pasture system in the reintroduction zone for 16-18 months, to allow the herd to calve in the enclosure and develop connection to their new home.
- Using a combination of natural barriers complemented by minimal stretches (approximately eight km) of wildlife permeable fencing.
- Identifying all bison released in the park with numbered ear tags. A subset of the herd will also be fitted with satellite linked GPS collars for tracking purposes.
- Responding quickly to reports of bison excursions from the reintroduction zone and using herding, gentle hazing and baiting techniques to bring them back.



- Continuing to involve neighbouring landowners and stakeholders in the development and refining of our bison excursion protocols.

Q: What kind of fencing would you use? Would it impact movement of other wildlife?

A: Bison would share their new home with other native species, including bighorn sheep, elk and bears. To discourage bison from leaving the reintroduction zone while allowing other wildlife species to cross freely, Parks Canada is proposing wildlife-friendly fencing that complements natural topographic barriers.

To determine an ideal design, Parks Canada completed a year of fence design testing at key locations in the reintroduction zone. Based on the findings, Parks Canada proposes an adjustable wire fence that exceeds all standards for wildlife-friendly fencing elsewhere in North America. As a result, major disruptions to natural wildlife movements are not expected.

Q: If the bison are fenced, are they still considered “wild”?

A: Parks Canada would implement short stretches of wildlife-permeable fencing to maintain bison within the reintroduction zone which spans 1189 km² of Banff’s most remote wilderness. Bison would be allowed to roam widely in this area which is more than six times larger than their original home at Elk Island National Park. Within this area, bison will be fully part of the ecosystem and subject to predation pressure, along with unmitigated exposure to extreme weather and other natural factors.

If bison are reintroduced to Banff National Park, they would be classified as “wildlife” under the National Parks Act and Regulations and would be afforded the same protection as elk, moose, grizzly bears and other species.

Q: How can you be sure that introduced bison won’t carry disease?

A: The likelihood of bison introducing or being exposed to diseases such as bovine tuberculosis, brucellosis or anthrax in Banff National Park is estimated to be negligible-to-low. However, due to the potential negative impacts associated with these diseases, Parks Canada developed a *Bison Health Monitoring and Disease Response Plan* in coordination with provincial authorities to guide bison health activities throughout the course of the pilot project.

In the development of this plan, Banff National Park is drawing from over a century of Parks Canada’s bison management experience.

Key components of the plan include:

- Releasing only disease-free bison into Banff National Park. The animals would be obtained from Elk Island National Park, a brucellosis and bovine tuberculosis-free area for more than 40 years.
- Adopting strict bio-security protocols including: regular disease monitoring, immediate follow-up of any symptoms by a veterinarian and adherence to sanitary practices during translocation.



- Performing daily health surveys of the herd while they are in the initial “soft-release” enclosed pasture during the first years of the reintroduction.
- Conducting biannual health surveys of the herd following the subsequent full-release.
- Minimizing interaction with neighbouring livestock by preventing bison excursions from the reintroduction zone according to Banff’s *Bison Excursion Prevention and Response Plan*.
- In the unlikely event that disease is detected, Parks Canada would activate the necessary disease response procedures to help prevent further risks to bison or any other species. Such a response would depend on the disease identified, but may include additional disease testing, monitoring, quarantine, and if necessary, culling the herd and monitoring other wildlife species in the area for signs of illness.

Q: Will bison impact other wildlife species?

A: Bison are considered “ecosystem engineers” because they influence the landscape around them and have a positive impact on a variety of species ranging from bugs to birds. For instance, their fur provides insulation for bird nests while their grazing patterns create vibrant habitat for other grazers such as elk. As North America’s largest land mammal, bison also provide a rich source of nutrients for scavengers, bears and wolves.

Parks Canada has assessed predicted impacts on other species in a detailed environmental impact analysis; on-going monitoring throughout the lifetime of the project would track these impacts and interactions to inform bison management.

Q: Where and when would Canadians be able to see bison in Banff National Park?

A: In the first few years of the project, backcountry users would be most likely to see bison in the remote East Slopes area of Banff National Park. Over time, opportunities for visitors to experience bison in their natural habitat may increase if evaluation determines that the herd can expand into more accessible areas of the park.

Parks Canada also proposes to develop programs and activities to bring the bison story to Canadians and visitors around the world. From being able to see remote camera videos of bison in their natural habitat or to participate in bison-related activities in the Banff townsite, the bison reintroduction project will provide opportunities for Canadians to connect with the return of this iconic animal to Canada’s first national park.

Q: What is a Detailed Environmental Impact Analysis?

A: A detailed environmental impact analysis (DEIA) is the most comprehensive form of an environmental impact analysis used by Parks Canada. It provides Parks Canada a means of giving full consideration to the potential effects of its projects on natural and cultural resources prior to implementation, so adverse effects can be avoided, mitigated, or monitored, as required.

The bison reintroduction DEIA considers the predicted influence of bison over the five-year span of the pilot project, and looks at the valued ecosystem components as well the visitor experience and safety, and socio-economic dynamics. This process ensures that Parks Canada has a clear



understanding of the potential project impacts - positive, neutral and negative - and is prepared to address any risks or adverse impacts.

Q: Why is Parks Canada reaching out to Canadians at this point?

A: Parks Canada values and welcomes the perspectives and involvement of others in our programs and projects, as this can play a vital role in improving the project and ensuring its eventual success.

Engaging Canadians in the bison reintroduction project has been a key element since it was first introduced during the 2010 *Banff National Park Management Plan* consultations, where it received overwhelming support. Parks Canada has continued to involve key stakeholders, Indigenous groups and the general public throughout the planning and development of the bison reintroduction proposal.

In early fall 2016, Parks Canada will make the Detailed Environmental Impact Analysis available for public review and comment. Public feedback on any concerns or opportunities that may have been missed or not fully considered by the project team will help inform any needed revisions to the DEIA. For more information, visit: parksCanada.gc.ca/Banff-bison.

Q: What happens next?

A: At the close of the public comment period, Parks Canada will carefully review and analyze all feedback received. This information will be used to finalise the DEIA. A Determination of Impacts for the project will then be made based on the final DEIA. This Determination of Impacts, along with public comments received throughout the project, and any other relevant information, will be considered by the Superintendent in making a final decision about whether and how the project may proceed.

A summary of the public comment will be posted on the Banff National Park website.

Q: Where do I go for more information?

A: For more information, visit: parksCanada.gc.ca/Banff-bison or contact:

Kendra Van Dyk
Banff Field Unit, Parks Canada
403-431-1604
kendra.vandyk@pc.gc.ca.



Q: How do I submit comments? Is there a deadline?

A: Comments may be submitted between October 27, 2016 and November 30, 2016 via:

E-mail: opinion@pc.gc.ca

Mail: Parks Canada,
Kendra Van Dyk, Integrated Land Use, Policy and Planning,
P.O. Box 900, 101 Mountain Avenue,
Banff, Alberta, T1L 1K2

Parks Canada will compile, review and carefully analyse all comments received. Your comments will help Parks Canada identify potential issues or opportunities associated with the project that may have been missed or not fully considered. Feedback will also be used to inform any needed revisions to the Detailed Environmental Impact Analysis.

24 Reintroduction of bison into the Rocky Mountain parks of Canada: historical and archaeological evidence

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Introduction and Methods

Parks Canada is required by legislative statute to maintain the ecological integrity of Canada's national parks, which includes restoring extirpated species (Parks Canada 2000a-b). To determine if bison (*Bison bison*) were indigenous to the southern Canadian Rockies, we conducted a detailed analysis of first-person historical journals and reviewed existing archaeological data (Kay and White 1995; Kay et al. 1999; Kay, Patton, and White 2000). For, as Aldo Leopold noted over 40 years ago, "if we are serious about restoring [or maintaining] ecosystem health and ecological integrity, then we must know what the land was like to begin with" (Covington and Moore 1994, 45). Five Canadian national parks are found in the Rocky Mountain Cordillera: Banff (Canada's oldest, established in 1885), Yoho (1886), Waterton Lakes (1895), Kootenay (1920), and Jasper (1907). Yoho and Kootenay are located west of the Continental Divide in British Columbia, while Banff, Jasper, and Waterton Lakes are situated east of the divide in Alberta (Figure 24.1).

Some people have used selected quotes from historical journals as evidence that certain animals were or were not abundant during the late 1700s and early 1800s (Byrne 1968; Nelson 1969a; Nelson 1969b; Nelson 1970). With selective quotations, however, there is always a question of whether or not the author included only those passages that support some preconceived hypothesis (Kay 1990; Kay 1995c; Kay and White 1995). To overcome any problems of bias, we systematically recorded all observations of ungulates and other large mammals found in first-person historical accounts of exploration in the southern Canadian Rockies from 1792 to 1872. We then tabulated those data in three ways (Kay et al. 1999; Kay, Patton, and White 2000). First, animals seen; second, game sign encountered or referenced; and third, animals shot or killed. For this analysis, we divided the southern Canadian Rockies into three contiguous geographic regions—the Alberta Foothills, the Rocky Mountains, and the Columbia Valley in British Columbia (Kay et al. 1999; Kay, Patton, and White 2000).

We used only first-person journals penned at the time of the event or edited versions written soon thereafter because later narrative accounts are less accurate (MacLaren 1984; MacLaren 1985; White 1991, 613-632; MacLaren 1994a-c; Shaw and Lee 1997). Even "the humblest narrative is always more than a chronological series of events" (McCullagh 1987, 30). The ideological implications of most narrative historical accounts are "no different from those of the narrative form in fiction" because narratives are always influenced by prevailing cultural myths (Galloway 1991, 454; Pratt 1991; Cronon 1992; Demeritt 1994; Wishart 1997; Kearns 1998). In addition, we used standard techniques developed by historians to gauge the accuracy of all historical journals analyzed during this study (Forman and Russell 1983).

Crossing boundaries to restore species and habitats

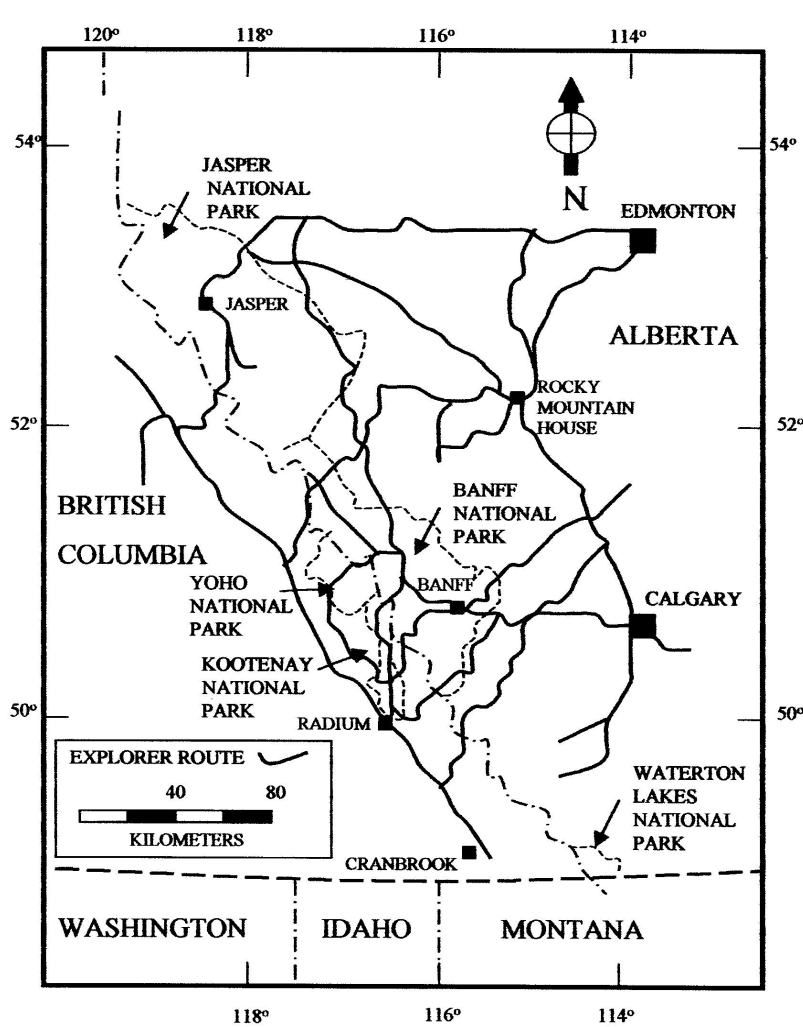


Figure 24.1. Routes of early explorers to the southern Canadian Rockies. Some routes were traveled by more than one expedition. Also shown are Banff, Jasper, Kootenay, Waterton Lakes, and Yoho national parks, as well as present cities and towns.

To determine the relative abundance of ungulate species in pre-Columbian times, we reviewed all available reports for archaeological sites in the southern Canadian Rockies (Kay et al. 1999). This included the Alberta Foothills from the U.S. border

north to the Smoky River, the Rocky Mountains from Montana to Jasper National Park, and the entire Rocky Mountain Trench including the middle Kootenay, upper Columbia, and Canoe River valleys. In all, we consulted more than 200 studies. We also conducted an extensive review of the archaeological literature on site formation processes so that we could make informed interpretations from the archaeological record. Taphonomic and transportation questions were given major consideration. Moreover, we reviewed ethnographic material for peoples who inhabited the Canadian Rockies and adjoining prairies at historical contact.

Results

Early explorers visited most parts of the Canadian Rockies, although their travels were generally confined to major river drainages and established mountain passes (Figure 24.1). David Thompson first crossed the Canadian Rockies in 1807 by way of the North Saskatchewan River, Howse Pass, and the Blaeberry River. The Peigan people, however, objected to Thompson trading with their enemies west of the divide and by 1810, the Peigan had closed the North Saskatchewan to Europeans. This forced David Thompson and the North West Company to find an alternative route farther north using the Athabasca River, Whirlpool River, Athabasca Pass, and Wood River to reach the Columbia. The North Saskatchewan route passed through what is now the northern portion of Banff National Park, while the Athabasca Trail traversed today's Jasper National Park (Kay et al. 1999; Kay, Patton, and White 2000).

Only after the Peigan shifted their trade to American posts on the Missouri River, and then lost their warriors to repeated European-introduced epidemics and other colonial processes, did explorers gain access to the southernmost Canadian Rockies (Smith 1984; Kidd 1986). As a result, the first Europeans known to have traveled Banff's Bow Valley did so only in 1841, and the area comprising Banff, Kootenay, and Yoho national parks was not fully explored until Dr. James Hector of the Palliser Expedition arrived in 1858. By then, the fur trade was declining, and the region's mineral-poor rocks failed to attract the onrush of prospectors that occurred further west in British Columbia.

Historically, ungulates were not common in the southern Canadian Rockies or elsewhere in the Intermountain West (Kay 1990; Kay 1994; Kay 1995a-c; Kay 1997a-c; Kay 1998; White et al. 1998). Nevertheless, bison were the second most frequently observed ungulate species in the Canadian Cordillera (Table 24.1). Bison were also the most commonly encountered ungulate in the Alberta Foothills, but early explorers failed to report seeing bison or those animal's sign in the Rocky Mountain Trench (Table 24.1). Between 1807 and 1810, David Thompson reported killing 22 bison on six separate trips up the North Saskatchewan River, primarily on the Kootenay Plains (Kay et al. 2000). Thompson also reported a bison pound (trap) near Howse Pass, as well as chasing a small herd of bison up and over Howse Pass into British Columbia (Kay et al. 1999). Alexander Henry reported bison on the Kootenay Plains and bison sign further west in today's Banff National Park during a winter expedition in 1811. Similarly, David Thompson reported killing bison in the Athabasca Valley just east of the present Jasper National Park, as well as bison sign further west in the park (Kay et al. 1999). Later explorers to the Canadian Rockies, however, seldom saw or killed any bison, though they did report old bison sign, including bison skulls (Kay et al. 1999).

Archaeological evidence indicates that bison and other ungulates were also rare throughout the mountain cordillera in pre-Columbian times (Kay 1990; Kay 1994; Kay 1998; Kay and White 1995; Kay et al. 1999). In fact, for the last 10,000 years, Intermountain aboriginal diets generally contained only a small amount of ungulate foods, often 10% or less (Kay 1994; Kay 1998). Nonetheless, of the ungulate faunal remains recovered from archaeological sites in the southern Canadian Rockies, bison was the most common species in the Alberta Foothills and on the east slope of the Rocky Mountains (Kay et al. 1999; Langemann 2000b). Bison were the most com-

Crossing boundaries to restore species and habitats

monly unearthed ungulate in Waterton Lakes National Park, in Crowsnest Pass, and on the lower Bow and Red Deer Rivers. Even in Banff National Park, where human occupation has been dated to 10,300 BP (years before present; Fedje et al. 1995), bison outnumbered other ungulates in archaeological sites. Bison have even been unearthed from archaeological sites in the Rocky Mountain Trench (Langemann 2000b, 7), but it is thought that those bones were deposited by aboriginal people who killed the animals on the east side of the Continental Divide, as there is no evidence that modern bison ever inhabited southern British Columbia (Kay et al. 1999). [Ed. note: an additional table describing these faunal remains could not be included here because of size constraints. See Kay et al. 1999 for details.]

Ecoregion	Elk	Bison	Deer	Bighorn	Moose	Mtn. goat
<i>Alberta Foothills</i>						
Animal sign	1	4	0	0	4	0
Animals seen	19	35	32	4	8	0
Animals killed	19	43	24	5	9	0
Total	39	82	56	9	21	0
Percent	19	40	27	4	10	0
Rank	3	1	2	5	4	6
<i>Rocky Mountains</i>						
Animal sign	11	19	6	12	10	7
Animals seen	12	39	7	69	27	23
Animals killed	9	34	6	113	26	17
Total	32	92	19	194	63	47
Percent	7	21	4	43	14	11
Rank	5	2	6	1	3	4
<i>Rocky Mountain Trench</i>						
Animal sign	5	0	6	0	4	0
Animals seen	7	0	14	2	2	1
Animals killed	7	0	13	3	1	2
Total	19	0	33	5	7	3
Percent	28	0	49	7	10	4
Rank	2	6	1	4	3	5

Alberta Foothills (1792-1863): 29 expeditions, 212 party-days.

Rocky Mountains (1792-1872): 26 expeditions, 369 party-days.

Rocky Mountain Trench (1807-1859): 11 expeditions, 161 party-days.

Table 24.1. Historical evidence relating to the distribution and abundance of ungulates in the southern Canadian Rockies, 1792 to 1872. Animal sign is the number of times animal sign was observed; animals seen is the number of occasions on which various species were seen; animals killed is the number of animals early explorers reported as having killed. Party-days is the total length of time the early exploring parties spent in each ecoregion; expeditions is the number of groups that visited each ecoregion. Species: elk (*Cervus elephus*), bison (*Bison bison*), mule deer (*Odocoileus hemionus*) and white-tailed deer (*O. virginianus*)

combined, bighorn sheep (*Ovis canadensis*), moose (*Alces alces*), and mountain goat (*Oreamnos americanus*). After Kay et al. 1999; Kay, Patton, and White 2000.

Bison bone has not been recovered from archaeological sites in Jasper National Park because few sites have been excavated in that area and bone does not preserve well in those acidic soils (Kay et al. 1999; Langemann 2000b). Surprisingly, few bison bones have been recovered from Kootenay Plains on the North Saskatchewan River, but there all the larger known archaeological sites were flooded when Bighorn Dam was constructed (Kay et al. 1999).

Discussion

Although free-ranging bison have been absent from Canada's Rocky Mountains for more than 100 years (Kopjar 1987), historical sources confirm that bison were present in Banff and Jasper national parks during the early 1800s, while archaeological evidence indicates that bison were present for at least 9,000 years. It has been suggested that these were mountain or wood bison (*Bison bison athabascae*), which maintained populations separated from bison (*B. b. bison*) found on the plains (Meagher 1973; Kopjar 1987). The available data, however, does not support this interpretation. First, there is no morphometric evidence that mountain or wood bison is a valid subspecies (McDonald 1981). Geist (1991) reported that wood bison was an ecotype, not a subspecies, a conclusion supported by genetic analyses (Bork et al. 1991). This suggests that whatever bison were in the mountains during pre-Columbian times or historically were not isolated from bison on the Canadian prairies.

Second, unless constantly replenished with animals from the plains, it is unlikely that bison could have maintained viable populations in the mountains (Kay et al. 1999). Long-term studies in Wood Buffalo National Park indicate that wolf (*Canis lupus*) predation alone can have a dramatic impact on bison numbers, keeping the population well below the level the range could otherwise support (Carbyn, Oosenbrug, and Anions 1993; Carbyn, Lynn, and Timoney 1998; Joly and Messier 2000), while studies of hunter-gatherers indicate that native hunters were the ultimate keystone predator that limited the numbers and distribution of all ungulate species, including bison (Kay 1994; Kay 1997c; Kay 1998). This interpretation complements the view that bison once summered on the Canadian prairies but then moved into the foothills and aspen parklands, and we would add montane valleys, to avoid harsh winters on the open plains (Moodie and Ray 1976; Morgan 1980; Hanson 1984; Chisholm et al. 1986; Bamforth 1987; Epp 1988). Some bison may have summered in the mountains, but non-migratory animals would have been under intense predation by Native Americans, wolves, and bears (*Ursus arctos* and *U. americanus*).

Near the head of the Red Deer River in Banff National Park, for instance, there are house pits at the foot of Drummond Glacier that continue to puzzle archeologists (Magne 1994; Langemann 1995; Langemann 2000b). This is a 3,000-year-old stratified site "where the only faunal remains to date are from bison" (Langemann 2000b, 7). Pit houses were very labor-intensive structures to build and are usually associated with Interior Plateau cultures and winter village sites at low elevations in the central Columbia Basin, not the Rocky Mountains (Langemann 1987; Magne 1994; Langemann 1995). We propose that these pit houses were part of a sophisticated management system employed by native people to herd bison into the mountains. This system included extensive aboriginal burning (White 1985; Kay 1995a-b; Heathcott 1999; Kay 2000) to both attract bison and make it easier for people to drive bison to killing sites deep in the mountains (White et al. 2001). This would have lowered those people's transportation costs, as it would have required less energy to transport dried meat and other bison products from kill sites near the Centennial Divide than from areas 50-100 km to the east. In addition, this strategy would

have minimized risk associated with people from the interior of British Columbia hunting bison on the Canadian prairies that were claimed by plains tribes, as these two distinct cultural groups were often engaged in open warfare and other hostilities (Smith 1984; Kidd 1996).

To test this hypothesis, Parks Canada subjected archaeologically recovered bison bone to stable carbon analysis (Langemann 2000a-b). Cool-season, or C3, plants fix ^{12}C and ^{13}C isotopes in different proportions than warm-season, or C4, grasses, which, in turn, are incorporated into the bones of herbivores who consume those plants. Thus, by performing isotopic analyses, it is possible to determine the proportion of C3 and C4 plants consumed by bison that once frequented western ranges (Chisholm et al. 1986; Tieszen 1994; Gannes et al. 1997). Moreover, because C4 plants are exceedingly rare in the Alberta Foothills and mountains, if bison unearthed from sites in the Canadian Rockies had a high proportion of C4 plants in their diets, then those animals would necessarily have spent a considerable portion of their lives several hundred kms to the east and south on the Great Plains (Chisholm et al. 1986; Langemann 2000a-b).

Of the bison bones analyzed to date, samples from Waterton Lakes and Banff national parks indicate that those animals consumed a significant proportion of C4 plants. Bison from Waterton Lakes had up to 28% C4 plants in their diet (Langemann 2000a), which is similar to bison tested further east on the Canadian prairies (Chisholm et al. 1986, 201). Even bison from deep inside Banff National Park once consumed major quantities of C4 plants—up to 14% of their diets, which again is significant since there are virtually no C4 plants in the park. Thus, these data support the hypothesis that bison found in the Rocky Mountains commonly migrated to and from the xeric grasslands on the northern Great Plains, a distance of several hundred kms. These data also support the hypothesis that “mountain bison” is not a valid subspecies or ecological concept, and that bison from the plains were a source population for bison that were under intense human and carnivore predation in the more confined mountain and foothill valleys (Kay et al. 1999).

Conclusions

Historical and archaeological data indicate that plains bison once frequented the Alberta Foothills and Canadian Rockies. Archaeological and other evidence suggest that those bison were intensively hunted by native people and that these ecosystems were structured from the top-down by carnivore and human predation—a factor that must be taken into consideration if free-ranging plains bison are to be reintroduced to Banff and other Canadian national parks (see the next chapter in this volume by White et al.). Furthermore, we suggest that, as a condition of reintroduction, hunting by First Nations may be required to maintain appropriate herd sizes and ecological integrity. This conclusion is in keeping with the recommendations of Parks Canada’s recent Ecological Integrity Panel (Parks Canada 2000a-b).

According to that panel, “humans have been present for thousands of years on the lands that now constitute Canada. Their association with the land and their traditional activities were part of the ecosystems and, to a certain extent, made the landscape what it was when Europeans first arrived.... [Moreover] the influence of Aboriginal peoples is fully consistent with ... [the] definition of ecological integrity. [In fact] ... this traditional human role is an important element of the ecological integrity of the ecosystems that Parks Canada is mandated to preserve or restore...” (Parks Canada 2000b, 7-2).

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Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Marston Road Construction Request
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Public Works Infrastructure Monica Purewal, Engineering Intern Rick Emmons, CAO. Erik Hansen, Director of Pubic Works Infrastructure.
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input checked="" type="checkbox"/> County Bylaw or Policy (Municipal Development Plan (MDP))
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Rge Rd 5-0 MDP Road Requirements for Developments 2 Marston Access to NW 7-39-4 W5	

STAFF RECOMMENDATION:

That Council approves the request for the Marston's to upgrade 820 meters of Rge Rd 5-0 to a Municipal Standard, at their sole expense, with the County to assume maintenance of the described road upon completion and acceptance.

BACKGROUND:

On January 31st, 2020 Mike and Amanda Marston made application to Clearwater County for the operation of a farm subsidiary business located in NW-07-39-04-W5.

On February 13th, 2020 staff informed the Marston's that under Section 9.2.10 of the MDP; Subdivision and Development Requirements, *Clearwater County may require the upgrading of County roads that provide access to the site being subdivided or developed.*

Currently, access to the proposed development is via an industry standard road and requires upgrading to a municipal standard road to facilitate access for the business. These upgrades are

required for 820 meters of Rge Rd 5-0, located north of Township 39-1 to the south boundary of NW-07-39-04-W5.

On February 18th, 2020 the Marston's sent staff an application letter requesting permission to upgrade Rge Rd 5-0 to the required County standards. The applicant agrees to upgrade the road entirely at their expense, and request Clearwater County to assume maintenance of the upgraded road.

Mike Marston

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

February 18, 2020

Mr. Eric Peats
Mr. Brian Bilawchuk
4340-47 Ave
Rocky Mountain House, AB, T4T 1A4
Phone: 403-845-4444
Email: epeats@clearwatercounty.ca
Email: bbilawchuk@clearwatercounty.ca

Dear Mr. Peats and Mr. Bilawchuk:

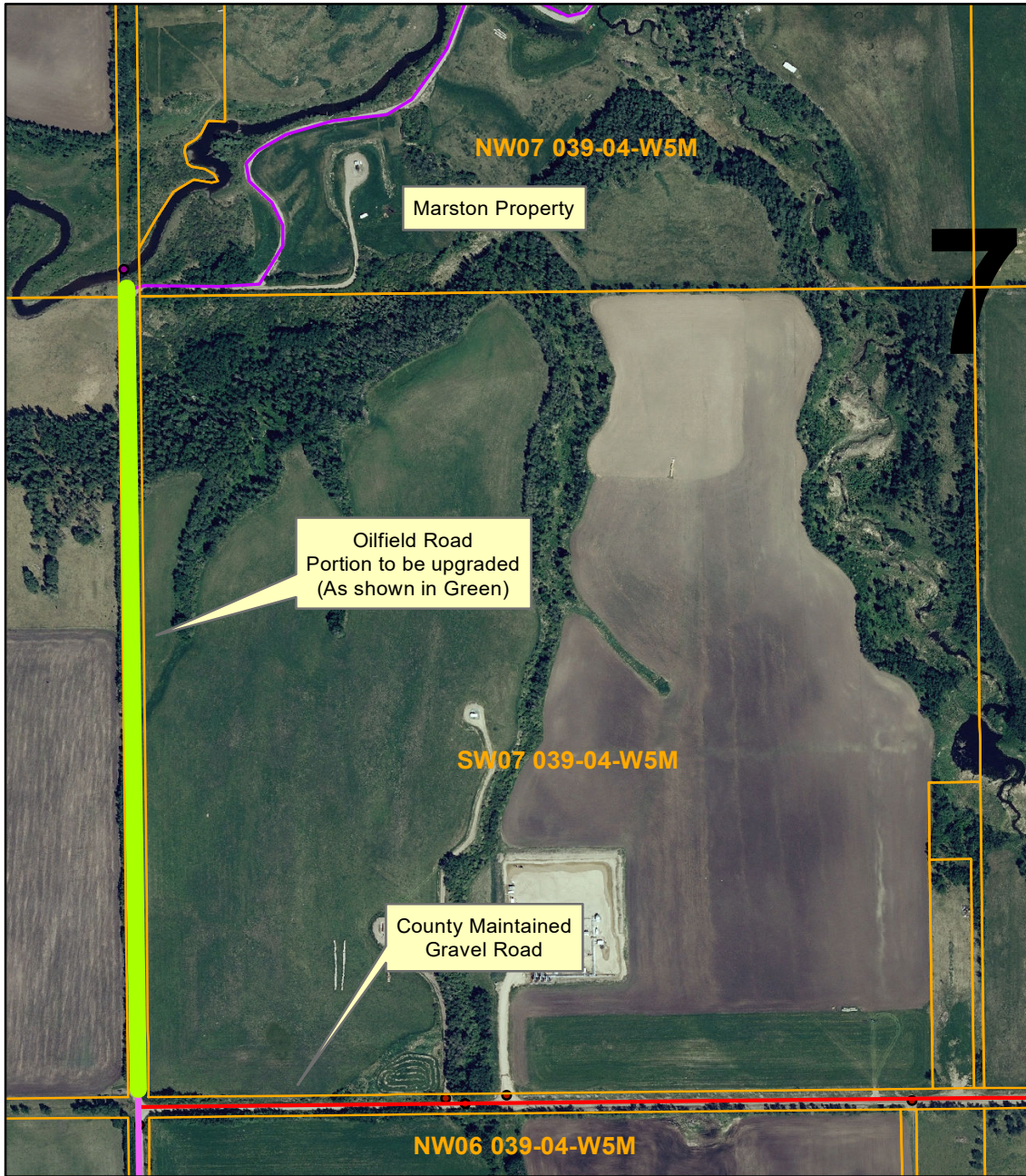
Re: Upgrade to Rge Rd 5-0, north of Twp Rd 39-1, to a dead end at the Horseguard River, accessing NW-07-39-04-W5 in Clearwater County

Please accept this letter as notice of my intentions with regards to Rge Rd 5-0. Coinciding with Clearwater County regulations regarding county standard access to a business, I would like to make application granting permission to upgrade Rge Rd 5-0 to Clearwater County standards (as provided to me by Mr. Bilawchuk, February 3, 2020). Anticipated construction date to be September, 2020. Once complete, I intend to entrust the road to Clearwater County, with an agreement that Clearwater County will maintain the road as per county standard.

Best Regards,

Mike Marston

Development adjacent to roads	9.2.7	When approving a development, Clearwater County may place conditions to increase the attractiveness of development, especially along a highway and a County main road.
	9.2.8	A development adjacent to or near a road, especially a highway or County main road, may be required to implement appropriate screening or buffering to the satisfaction of the County.
	9.2.9	Clearwater County encourages development that will generate higher traffic volumes to locate at an appropriate location along or near a highway or a County main road in accordance with other applicable provisions of this Plan.
Subdivision and development requirements	9.2.10	Through the subdivision and development approval processes, Clearwater County: <ul style="list-style-type: none"> (a) shall require the provision of a road right-of-way, including road widening for adjacent public roads; (b) shall require the construction of roads and accesses to County standards, and where the development is private the cost is to be the responsibility of the developer; (c) shall limit the number and proximity of access points; (d) shall require adequate setbacks to protect roads from encroachment; (e) shall require adequate sight lines to be maintained at intersections of roads; and (f) may require the upgrading of County roads that provide access to the site being subdivided or developed.
	9.2.11	Clearwater County may require internal roads for clustered residential and industrial subdivisions to be paved and may require the road leading to the development to be paved.
Noise attenuation	9.2.12	In approving development adjacent to roads and railways, Clearwater County may apply conditions that enhance noise attenuation, including but not limited to fencing, berming and/or vegetative buffers, and to screen development from the road.
	9.2.13	When considering land uses that are more sensitive to the effects of traffic, Clearwater County may direct these uses away from roads or require them to be set back a suitable distance from the road and provide noise attenuation measures.
Natural Resource haul routes	9.2.14	Clearwater County may require natural resource extraction and/or processing operations and other major development to: <ul style="list-style-type: none"> (a) establish defined access roads to which general traffic to and from the development should be limited; (b) where applicable, a haul route plan to the satisfaction of the County; and (c) enter into a road use agreement, which may include conditions for road maintenance and upgrades based on the size of the operation or development in accordance with the County Road Policy.



**Sketch showing Location of Marston Property
 Located on N.W. 7-39-4 W5
 and current access by Oilfield Road
 along West Boundary of S.W. 7-39-4 W5**





Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Connect To Innovate Grant Update
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT:	Public Works Infrastructure
WRITTEN BY:	Erik Hansen, Director
REVIEWED BY:	Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input checked="" type="checkbox"/> County Bylaw or Policy (Broadband Policy)
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
None	

STAFF RECOMMENDATION:

That Council reviews the information provided and indicate their support for the work plan outlined below.

BACKGROUND:

During the September 24, 2019 Council Meeting, Council resolution # 383/19 stated- *That Council directs Administration to proceed with the acquisition of the Connect to Innovate (CTI) grant funding.* This federal government grant was originally applied for by a local internet service provider to construct a fibre back bone from a point of presence in the Town of Rocky Mountain House west to the Ferrier Area.

This item was requested by Council to have it brought back for discussion at the next regular Council Meeting on November 5, 2019. During this meeting Council requested that staff bring this item back to the November 26, 2019 regular Council Meeting. No motions were made in this regard.

During the November 26, 2019 regular Council meeting Council requested that this item be brought back for the December 10, 2019 Council meeting. No motions were made in this regard.

During the December 10, 2019 Council meeting, discussions included Council's support for moving forward with the connect to innovate grant as described. No motions were made in this regard.

Page 1 of 2

With this confirmation, staff notified the granting agency of Clearwater County's desire to apply for the CTI grant and began the application process. Since that time the County's consultant has been working through the application process as well as developing a Request for Proposal (RFP) for the construction and operation of this system. The RFP is currently being reviewed by staff and is scheduled to be advertised this week. Concurrently, Administration has advertised for a Broadband Technologist and are interviewing potential candidates. This position will take the lead role in executing Council's broadband initiatives moving forward.

Upon receipt and review of RFP's for the Rocky to Ferrier fibre backbone build it was staff's intention to create a list of additional strategic priorities, for Council's review, to further expand connectivity. Examples include Nordegg, Leslieville, Condor and other populated areas. Future RFP's would be designed to leverage the most economically viable and sustainable models available. Solutions considered would include terrestrial fibre, wireless, low orbit satellites or a combination of each.



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	2019 Clearwater County Highway Patrol Annual Report
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT:	Emergency & Legislative Services
WRITTEN BY:	Terri Miller, Manager CPOs
REVIEWED BY:	Christine Heggart, Director
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
2019 annual report 2020 HP performance plan	

STAFF RECOMMENDATION:

That Council accepts the 2019 Highway Patrol Annual Report as presented.

BACKGROUND:

As is typical this time of year, Administration will be on hand at the March 10, 2020 Council meeting to present and answer any questions regarding Clearwater County's Community Peace Officer 2019 annual report and its 2020 strategic plan (both attached to this agenda item).

CPOs performed patrols throughout the year to ensure the protection of infrastructure and public safety in the County, within their legislated mandate of provincial legislation, as per Solicitor General appointments.

The CPO team conducted safety checks on commercial, passenger and farm vehicles; worked with various other enforcement partners to ensure continued public safety in the County (i.e. Nordegg traffic JFO, Long weekend checks); fulfilled required mandates for training; and, met the requirements of County traffic safety plan through enforcement and education.

CPOs also coordinated educational sessions to public, industry and farm stakeholders and participated in community events and meetings (CCPAC, RCW).

Below is a brief summary of changes in 2019 over the previous year.

- 1) Decrease in volume of permitted commercial vehicle traffic.
- 2) Slightly higher number of violations.
- 3) Increased monitoring of restricted bridges to ensure compliance.
- 4) Decrease in number of OHV patrols (due to time constraints).

Clearwater County Highway Patrol 2019 Annual Report



Prepared & submitted by:
Sgt. Terri Miller
March 2, 2020

MISSION STATEMENT

Clearwater County Highway Patrol and staff are committed to the protection of the County infrastructure and the safety of the public through proactive and professional law enforcement. They will assist with the reduction of Rural Crime through education, engagement and enhanced patrols.

PROGRAM GOALS

- Educate the public and industry with regards to infrastructure protection, traffic safety, rural crime reduction strategies and emergency management.
- Regulate the conduct of the public and industry using a proactive enforcement model.
- To foster positive relationships with community members, industry and other enforcement agencies.
- To create a positive public image and maintain a focus on creating a safe community.
- To ensure the safety of recreational users and protection of the environment by ensuring compliance regarding traffic safety, the safe use of OHV's, respect for the land, responsible camping and fire safety.

PROGRAM MANAGEMENT

Clearwater County Highway Patrol employs 4 Community Peace Officers

- Alberta Emergency Service years of service recognition
- Blue Line Police Magazine
- Alberta Association of Community Peace Officers
- Alberta Association Chiefs of Police

County officers recognized for service

Sgt. Terri Miller began her emergency services career in the early 1980s as an RCMP auxiliary officer at Leduc. The first large scale emergency management incident that Miller was involved with was the black Friday tornado that struck the Edmonton region in 1987. Shortly after the tornado, Miller started working with EMS before becoming a special constable in 1996 in the Town of Sundre. She moved on to work for the Town of Olds and then in 2002 accepted a position with Clearwater County where she is currently the sergeant in charge of the highway patrol unit. Miller's extensive training in the field of emergency management has given her many opportunities to fill different roles such as incident commander and emergency operations. She has been actively involved working major incidents including the 2005 and 2013 floods as well as a large number of large scale fire events. CPO Jason Lucas started his law enforcement



Three Clearwater County officers received their 22-year emergency services medals at the Alberta Association of Community Peace Officers (AACPO) conference last week, including CPO Jason Lucas, Sgt. Terri Miller and CPO Ron McIvor.

career in 1996 with the RCMP. He served as a member of the force for over 18 years at Killam, Pincher Creek and Rocky Mountain House detachments, where he attained the rank of corporal. In June 2014, Lucas decided to leave the RCMP to join the Clearwater County highway patrol team. In his new role as a community peace officer, Lucas has become an

integral member of the emergency management and enforcement services team. CPO Ron McIvor began his law enforcement career with Alberta commercial vehicle enforcement in 1997. In 2006, he moved to Clearwater County, where he has been employed as a community peace officer for the past 11 years with Clearwater County highway patrol. In

addition to his enforcement duties, McIvor has worked as a key member of the emergency management team with Clearwater Regional Emergency Management. McIvor's experience working in the emergency management field include being part of the response team that dealt with the Nordegg fire and the June 2019 flood event.

submitted

BLUE LINE
CANADA'S LAW ENFORCEMENT MAGAZINE | www.BlueLine.ca | AUGUST/SEPTEMBER 2019

Q&A

Terri Miller, the president of the Alberta Association of Community Peace Officers (AACPO), is a manager/sergeant at the Clearwater County Highway Patrol in Rocky Mountain House, Alta. She is also a dangerous goods inspector, licensed investigator and has extensive training in commercial vehicle compliance. She tells *Blue Line* more about the importance of the community peace officer program.

Q: What changes have you witnessed in law enforcement at the municipal level?
Municipal enforcement has evolved over the past 15 years with one of the biggest changes in 2006 with the implementation of the Peace Officer Act. I have seen the Community Peace Officer (CPO) program grow in both scope and use by employers across the province, along with the recognition of this program by our policing agencies, some of which even employ peace officers of their own.

Turned policing is not a new concept, but few jurisdictions have implemented it to this extent. We recognize that no officer can be an expert in or even know every piece of legislation. The Peace Officer Program has changed things significantly as it has allowed specialized enforcement units to be created with a focus on specific elements of compliance; this change has allowed a greater level of service delivery to Albertans and has freed up policing resources to deal with Criminal Code matters.

Q: How have you found your own partnerships with police?
During the past 24 years as a community peace officer, I have had the opportunity to work with many different law enforcement agencies and police departments. In the earlier days police agencies were reluctant to utilize or even work with CPOs because they were unsure of our roles and authorities. Since those early years, we have strengthened these relationships and now have a better understanding of each other's roles. I believe policing agencies now view the Peace Officer Program as a valuable component to the law enforcement framework within the province.

Q: Why do you think CPOs should have access to more officer safety equipment?
CPOs engage in a variety of enforcement situations that can be at times quite complex in nature. You add in the remote areas our CPOs are working, the communication gaps and the fact that they frequently work alone... as employees we have a duty to protect our employers and currently the province restricts tools that provincial employees of the same class have access to. Employers need to be able to provide the necessary tools based on hazard and risk

Q: Judge Bruce Fraser, who oversaw the fatality inquiry into the death of Calgary-area peace officer Rod Lazanby, made recommendations last year regarding the safety of CPOs in high-risk calls, etc. Where do you stand on that?
I was pleased to see the recommendations from Judge Fraser regarding increased training, communication and mandatory access to tools and equipment for all CPOs.

Q: What is your biggest concern with the CPO program as it stands today?
One of the biggest concerns is the recent change to radio communications between peace officers and the RCMP. This inability to communicate with the police is a safety concern for all levels of law enforcement. I would like to see the RCMP work with CPOs to ensure critical information affecting officer safety is shared in a timely manner.

Q: What do you want to see happen for peace officers in the future?
My goal is to see the role of CPOs evolve and become more integrated into the policing continuum within the province. By having trained CPOs deal with traffic enforcement, commercial vehicle safety, school resource positions, bylaws and emergency management, the police would be able to deal with the high priority concerns within the community. We need to recognize and utilize the CPOs for their knowledge and expertise within the community.

Q: Advice for other law enforcement partners when it comes to supporting CPOs and similar programs?
My advice is to get to know your peace officers, become familiar with their skill sets and qualifications, encourage your officers to work with them and draw on their expertise to assist your department. Maintaining and building these partnerships between law enforcement agencies assists in reducing crime and provides safer communities overall.

Snapshot of AACPO
415 community peace officers represented
114 municipalities represented
8 special constable agencies have formed the association in 1989

Find the full story on the cover of the Q&A in *BlueLine.ca* / www.BlueLine.ca

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PROGRAM MANAGEMENT CON'T

Community Peace Officers are employed by Municipalities and receive their Provincial Authorities from the Alberta Justice & Solicitor General Department.

County Bylaws, Provincial statutes and limited Criminal Code as defined in Clearwater County's Authorization to Employ Peace Officers.

- Traffic Safety Act
- Public Lands Act
- Highways Development & Protection Act
- Environmental Protection & Enhancement Act
- Dangerous Dogs Act
- Animal Protection Act
- Forest & Prairie Protection Act
- Forests Act
- Cannabis, Gaming & Liquor Act
- Petty Trespass Act
- Stray Animals Act

COMMERCIAL VEHICLE SAFETY



- Commercial Vehicle inspectors (CVSA)
- Dangerous Goods on Highway Inspectors



INFRASTRUCTURE PROTECTION



COMMERICAL VEHICLE OVERLOADS

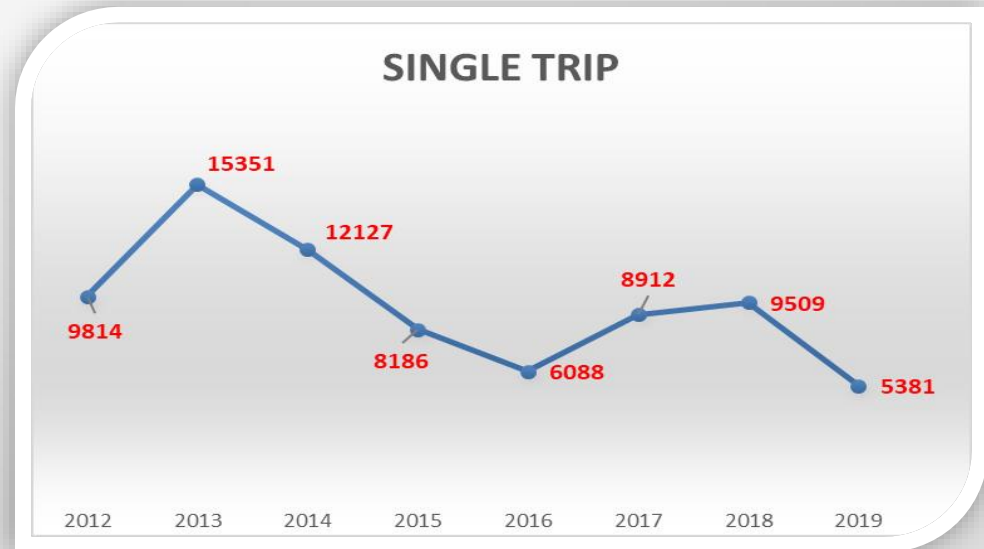
- 96 OVERLOADS DETECTED
- 37 TICKETS ISSUED
- 8 BRIDGE OVERLOADS



PROTECTION OF INFRASTRUCTURE

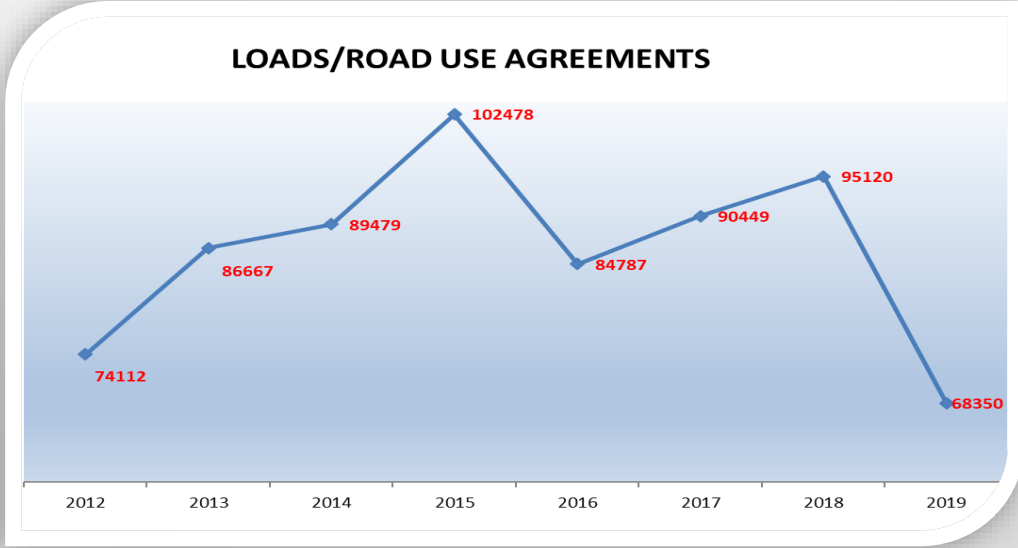
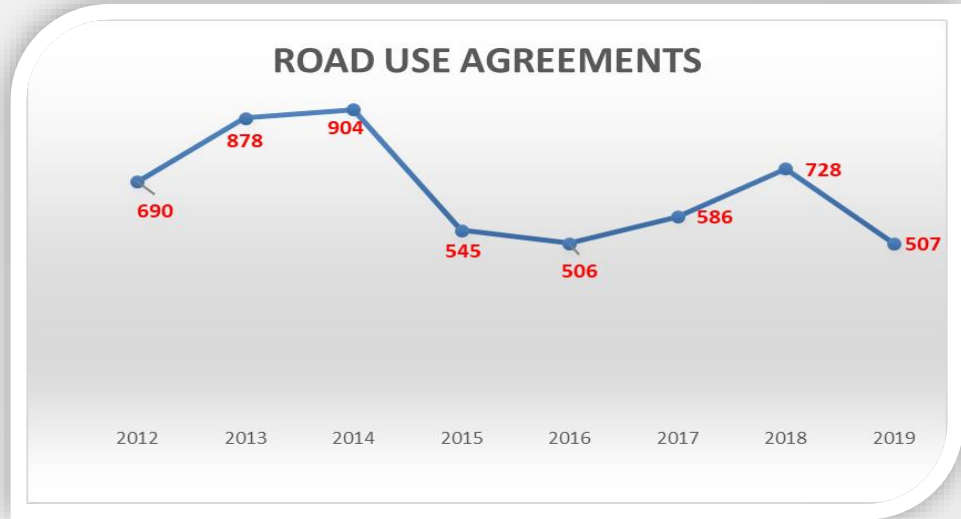
5381 single trip permits were issued in Clearwater County in 2019.

Single trip permits are issued for all non-standard truck/trailer configuration and does not include regular truck traffic.



507 Road Use Agreements with 68,350 truck units.

(Does not include the 5381 Single Trip Loads or non permitted legal loads.)



PUBLIC SAFETY



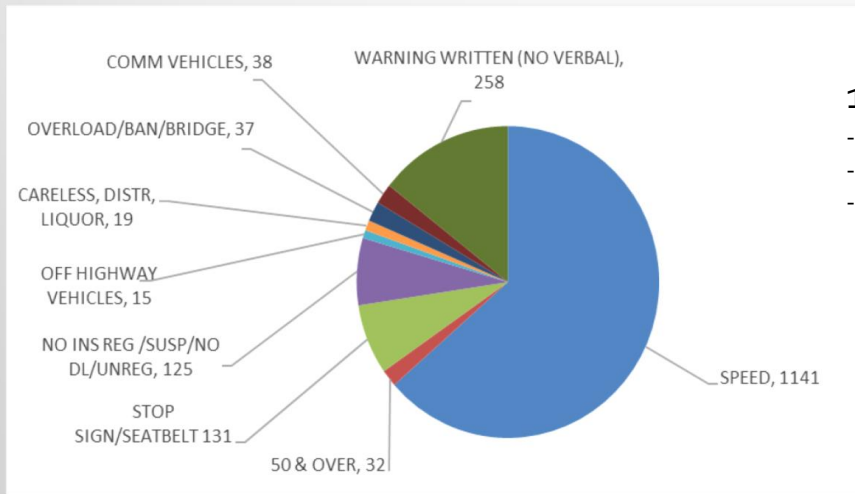
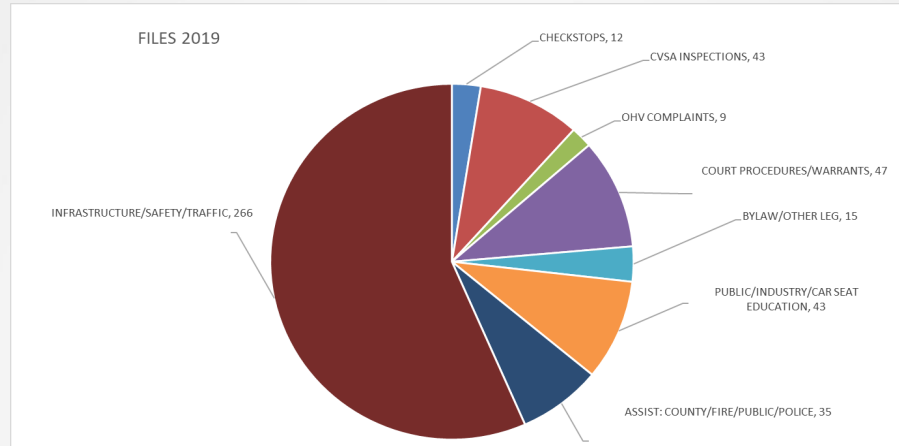
TRAFFIC SAFETY PLAN

- 3-year Traffic Safety Plan 2020-2022 that is submitted to Sol Gen.
- Public safety and infrastructure protection priorities are set out in this traffic safety plan to ensure consistent messaging through education, awareness and enforcement.
- Officers will monitor traffic on roads to ensure weight compliance and traffic safety within the County.
 - Protect county infrastructure
 - Reduce fatalities and serious injuries on roads
 - Monitor large commercial hauls
 - Ensure safe movement of traffic on county roads
 - Safe and respectful OHV operation
- Work with Rocky Mtn House, Sundre, Rimbey, and Blackfalds RCMP
- Joint Force Operations - Nordegg, long weekends, CVSA, OHV

2019 Statistics

470 Files

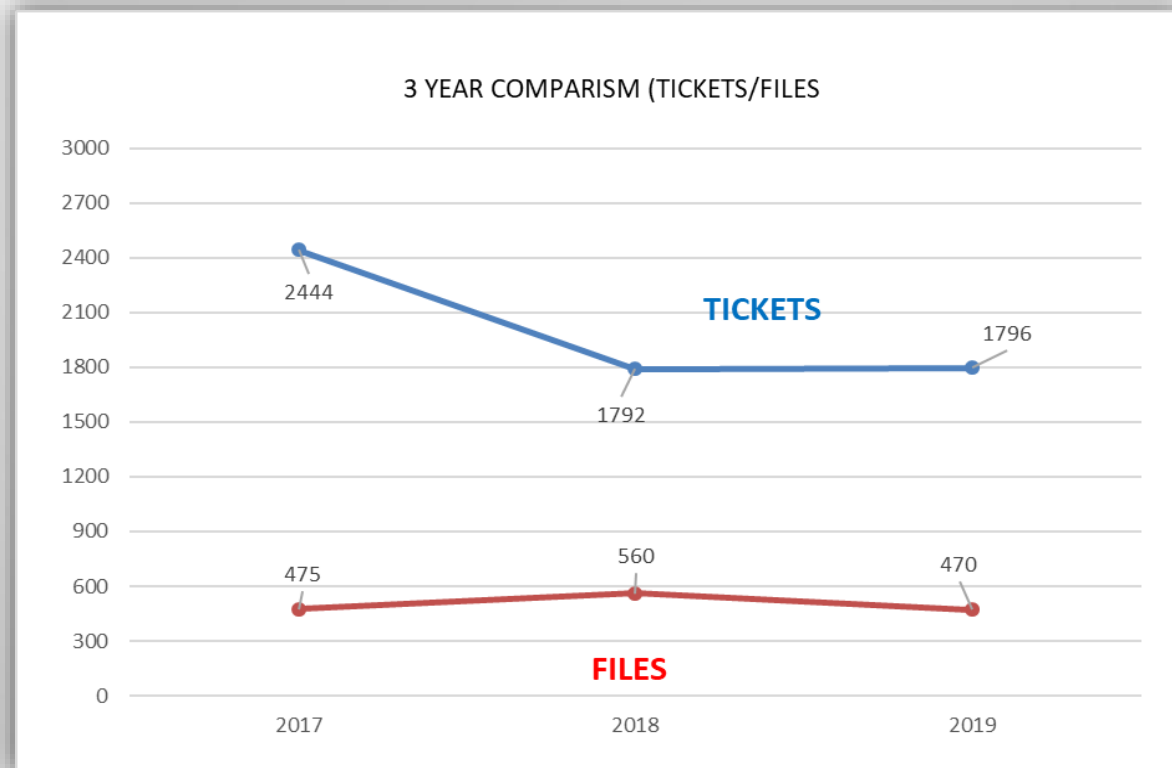
- Increase in overloads
- 8 bridge overloads



1796 Tickets

- High speed 79 kph over
- Increase in no insurance and unregistered
- Reduction in OHV violations (less patrols)

3 YEAR TREND



RURAL CRIME REDUCTION

- Proactive patrols to assist with the reduction of rural crime.
- Project Lock up
- **Kilometers Patrolled** 140996 km
- Average of 3360 km per month/ per officer

Partnerships with

- RCMP
- Sheriffs
- Sustainable Resources
- Forestry
- Commercial Vehicle Enforcement
- Parks
- Fish & Wildlife
- Other Municipal enforcement agencies

EDUCATION



OFF HIGHWAY VEHICLES *POSTIVE RIDE PROGRAM*



- Educates riders on the importance of the safe operation of OHV's through positive interaction with enforcement teams.
- Adopted by other municipalities



REPORT IMPAIRED BOATER PROGRAM

- Signs were donated by MADD Canada
- Ab Environment & Park – Land Management
- Boat Launches



EDUCATION SESSIONS

Commercial and Farm vehicle training is offered by Highway Patrol officers.

Topics included:

- Load Securement
- Trip Inspections
- Distracted Driving
- Weights & Dimensions
- Equipment
- Provincial Legislation

Farm safety brochures available on request

7 EDUCATION TRAINING SESSIONS CONDUCTED IN 2019

COMMUNITY ENGAGEMENT

- Project Lock up – Rural Crime Reduction Committee
- Report Impaired Boaters
- Community Police Advisory Committee
- Rural Crime Watch Committee (5 Communities)
- Long Weekend Task Forces
- Rocky Safety Day
- Clearwater Rural Crime Trade show
- Provincial Traffic Safety Committee
- Ab. Traffic Safety Council
- Sasquatch Program
- Vision "O"
- Positive Ride Program
- SOS Program (Schools)
- Peace Officer Memorial Day
- Mock Collisions
- Charity Check Stop
- CVSA
- Nordegg Days/ATV Rally
- Nordegg Integrated Traffic JFO
- Provincial OHV Steering Committee



CONCLUSION

2020 objectives:

- Continue to monitor and assist industry to ensure compliance and consistency within our program.
- Continue to work with individuals and community groups to address local concerns through training and information sharing.
- Conduct more proactive patrols and checks to assist with the reduction of rural crime.
- Ensure that the officer training meets or exceed the expectations of the Solicitor General and the County.
- Continue to keep the County administration informed of officer duties and functions to ensure transparency within the program and adjust program to meet the ever-changing needs within the community.
- Work with the RCMP and other enforcement agencies on joint ventures to facilitate a consistent enforcement program within the County.

QUESTIONS ?



Clearwater County Highway Patrol Strategic Plan 2020

January 2020

ENFORCEMENT SERVICES MISSION STATEMENT

Clearwater County Highway Patrol and staff are committed to the protection of the County infrastructure and the safety of the public through proactive and professional law enforcement. They will assist with the reduction of Rural Crime through education, engagement and enhanced patrols.

PURPOSE

Identifying Clearwater County's priorities assists Highway Patrol officers in developing a plan and tailoring the community peace officers' activities to service the needs and concerns of its citizens. This plan helps direct the proactive efforts of our officers and staff to have a greater impact in the highest priority areas.

DISCLAIMER

Clearwater County Highway Patrols' *Community Peace Officer Performance Plan* is a living document requiring change from time to time and has been created to provide clarity, direction, goals and strategic priorities for staff members within the Highway Patrol unit.

If any components of this document, in whole or in part, come into conflict with either federal or provincial law, or Alberta Justice and Solicitor General policies and procedures, the law or policy shall take precedence, without exception.

Should any provision of this document become invalid, void, illegal, or otherwise not enforceable, it shall be considered separate and severable from the rest of the document and the remainder shall remain in force.



Strategic priority: Promote and Enhance Traffic Safety

Summary:

The Clearwater County Highway Patrol unit is comprised of four full-time community peace officers. County peace officers are focused primarily on the protection of infrastructure and traffic safety. Officers work varying shifts year-round, in all areas of Clearwater County. Together, they engage the community to ensure compliance in a variety of areas and investigate incoming complaints from members of the community. Peace officers operate under the authority of the Solicitor General and abide by the procedures listed in the *Peace Officer Act*.

Highway Patrol officers will contribute to and support initiatives that promote road safety. This includes taking every opportunity to work with citizens, communities, other municipal departments and external agencies to encourage compliance with the rules of the road, while emphasizing the need for protection of infrastructure and road safety as traffic volumes increase on local and provincial roads.

Goals and initiatives

- 1) Work with industry to ensure compliance and the protection of the County infrastructure
- 2) Educate road users through traffic enforcement and positive interactions
- 3) Respond to public concerns from industry, administration and the general public
- 4) Use the patrol report to record hot spots for occurrences and requests for increased patrols
- 5) Work with partner law enforcement agencies in the reduction of rural crime within the county through visibility patrols and education.
- 6) Conduct enforcement operation using Ab. Traffic Safety Calendar target dates and local traffic safety information.

Key performance indicators

- 1) Conduct and log 6 JFO traffic operations with outside agencies per year
- 2) Conduct and log 3 combined unit traffic check stops per month
- 3) Maintain 160 officer performance log each month





Strategic priority: Infrastructure Protection and Commercial Vehicle Enforcement

Clearwater County has more than 2,200 kilometers of road infrastructure, over 180 bridges and encompasses a geographical area of over 18,000 sq. kilometers. Our Peace Officers work hard to ensure protection of this infrastructure through compliance with the *Traffic Safety Act*, Clearwater County road bans, overweight permits and load enforcement. Peace officers conduct patrols on all Clearwater County roads.

Clearwater County Highway Patrol is an integral part of improving the quality of county roads and transportation systems by supporting initiatives that focus on protecting the county's investment into roads and transportation technology and commercial vehicle safety.

Goals and initiatives

- 1) Enforce road bans and bridge restrictions
- 2) Conduct commercial vehicle enforcement, such as overweight and over dimensional violation warnings and tickets
- 3) Educate industry to the importance of protecting infrastructure and operating safely within Clearwater County.
- 4) Priority patrols on all county roadways.

Key performance indicators

- 1) Conduct patrols on banned roads during road ban season and weigh vehicles travelling on banned roads
- 2) Monitor banned bridges within the county to ensure weight compliance
- 3) Conduct a minimum of 32 CVSA inspections per year
- 4) Weigh trucks to ensure compliance on all local roads including gravel and non-banned roads
- 5) Check road use agreements and ensure permit compliance





Strategic priority: Assisting Emergency Services

Summary:

Clearwater County Highway Patrol officers play an important role in responding to situations that pose an immediate risk to health, life, property and/or environment. Some emergencies require urgent intervention, while others may simply need mitigation. There are three primary emergency services that serve the public, including police, fire and emergency medical services. Effective emergency service management requires agencies from many different services to work closely together and to have open lines of communication. The ultimate *purpose* of effective *emergency management* programs is to save lives, preserve the environment and protect property and the economy, by eliminating or reducing risks.

Clearwater County Highway Patrol will work closely with all emergency services agencies and professionals to provide quality and timely response to emergencies to citizens and visitors. This includes providing traffic control, scene safety, and overall support needed during an emergency event.

Goals and initiatives

- 1) Assist with traffic control and scene safety at collisions, as requested
- 2) Respond to emergency public safety occurrences
- 3) Assist with suspicious vehicles and persons within authority
- 4) Assist with police/fire/emergency medical services response to incidents as required

Key performance indicators

- 1) Given the numerous factors involved, and the unpredictable nature of emergency events, the key performance indicator for this strategic priority will be the consistent recording and reporting of all above events where assistance was provided and the results of those efforts, which can be evaluated at post-event debriefings.





Strategic priority: Multi-agency Cooperation

Summary:

Clearwater County is a diverse municipality spanning an area of over 18,000 square kilometers, and home to nearly 12,000 people. With a range of agricultural, residential, commercial and industrial properties throughout, it is essential to meet various service level expectations. Doing so requires a dynamic enforcement model and coordinated approach among agencies providing services to citizens and visitors in the region. Clearwater County diverse geographical recreational areas invite hundreds of thousands of visitors to the west country each year.

In order to maintain the health and wellness of those visitors and residents, Clearwater County Highway patrol officers collaborate with enforcement and emergency services partners and neighboring municipalities. Our officers continue to take a leadership role in multi-agency traffic operations and traffic awareness campaigns by working together with partner law enforcement agencies on events such as the Nordegg traffic initiative and the Long weekend task forces.

Goals and initiatives

- 1) Participate in joint traffic operations
- 2) Participate in traffic awareness and education campaigns
- 3) Provide support and expertise to our Municipal partners

Key performance indicators

- 1) Participation in and/or facilitation of at least six (6) traffic safety operations per year, such as May Long weekend taskforce, Nordegg JFO and Commercial Vehicle Safety Alliance inspections
- 2) Participation in and/or leading of at least two (2) traffic awareness campaigns per year with our partners
- 3) Facilitate at least three (3) educational sessions for industry per year.





Strategic priority: Assisting Other County Departments

Summary:

Clearwater County Highway Patrol will collaborate with all County departments to deliver quality services in a timely and efficient manner. This will be completed by working together to provide general services and response to citizen concerns, service on mutual committees, and collaborating on various projects as outlined in the goals and initiatives below. By removing barriers in communication, understanding and information sharing, Clearwater County Highway patrol will work successfully within the county's service delivery framework, resulting in the quality public service Clearwater County's citizens have come to expect and enjoy.

Goals and initiatives

- 1) Assist other departments, including Emergency & Legislative Services, Agricultural Services, Public Works, Planning and Development, Parks and Recreation, and Assessment
- 2) Participate in the Traffic Advisory Committee (CPAC)
- 3) Participate in the Rural Crime Watch Committee meetings and other community meetings
- 4) Assist with road construction safety and monitoring of staff and equipment.
- 5) Assist Planning and Development with serving stop orders and property inspections
- 6) Assisting Assessment with properties posing potential safety hazards

Key performance indicators

- 1) Track attendance of interdepartmental meetings, and ensure the timely sharing of information
- 2) Track assistance files and provide consistent recording and reporting of all above events where assistance was provided and the results of those efforts which can be evaluated at the debriefings





Strategic priority: Community Relationships and Engagement

Summary:

Clearwater County Highway Patrol is dedicated to supporting community initiatives. Clearwater County peace officers are front line representatives of the county. Their ability to engage the citizens they serve is the foundation of their relationship with the community. Peace officers are first and foremost public educators; they provide clear and concise information pertaining to laws and regulations, and several other municipal and social services provided by various other departments and agencies. The goals and initiatives below support meaningful community engagement, while increasing cooperation and compliance. They also foster a degree of trust that cannot be overvalued. Connecting with the community before correcting unlawful behavior is the key to efficient law enforcement operations.

Goals and initiatives

- 1) Attend local town hall meetings and education sessions
- 2) Public meet and greets such as Coffee with a cop.
- 3) Cooperate with the RCMP Project Lock up program.
- 4) Provide brochures and educational material to the public
 - a) Farm Vehicle regulations
 - b) Traffic Bylaw regulations
 - c) Commercial vehicle safety and regulations
- 5) Participate in and support community special events, open houses, school presentations such as working with school resource officer, and other community engagement opportunities

Key performance indicators

- 1) Provide activity reports to the Director of Emergency and Legislative services, relevant departments and agency partners





Strategic priority: Off-highway Vehicle Safety Enforcement, Education and Compliance

Summary:

Clearwater County Peace officers will promote safe use of off-highway vehicles (OHVs) and compliance with safety regulations, for both recreational and practical vehicle users.

All OHV operators in Clearwater County must abide by the county's Off-Highway Vehicle Bylaw. Officers utilize quads to make proactive patrols in various hot spots throughout the county. Educating OHV users on the lawful and safe use of OHVs is the key to a cost effective, proactive program. This can be done through programs such as the Positive Ride Program. Personal engagement with concerned property owners and other citizens in the field helps reduce complaints and incidents. In addition, it increases public confidence in a program supported by council and administration.

Goals and initiatives

- 1) Engage and educate off-highway vehicle users through positive interaction and enforcement
- 2) Promote positive messaging surrounding OHV safety within Clearwater County through proactive programs such as the Positive Ride Program
- 3) Promote positive messaging surrounding safe boating on lakes in conjunction with MADD Canada RIB program.
- 4) Attend OHV rallies to provide safety and education to riders.

Key performance indicators

- 1) Track officer-initiated and public-initiated investigations to help evaluate effectiveness of program strategies.
- 2) Patrol officers will conduct a minimum of 2 OHV patrols each month between June and September.
- 3) Participate in OHV rallies such as Nordegg Days, Leslieville Antique days etc.





Collaboration - Gov't and Associations

Summary:

Clearwater County Peace Officer program is recognized in the Province as being a strong viable program. Officers are professional and adaptable in all aspects of their training and daily work and are involved in several municipal and provincial associations that directly influence the direction of the Community Peace Officer program in the province.

Goals and Initiatives

- 1) Clearwater County will be a member of the Alberta Association of Community Peace Officer and their officers will participate and attend training conferences.
- 2) Clearwater County will support officer participation in the AACPO executive, and activities related to the position.
- 3) Continue offering supporting to municipalities to ensure the success of their CPO programs

Key performance indicators

- 1) Solicitor General Audit results
- 2) Awards and letters received by officers and department



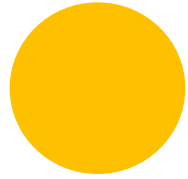
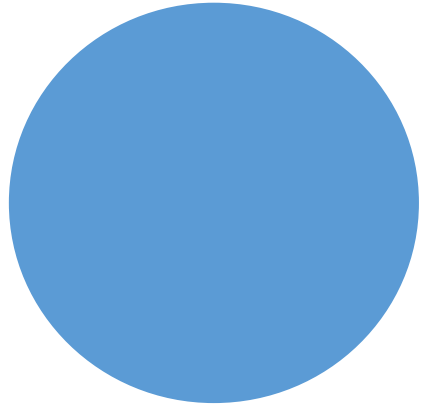
Agenda Item Report

Regular Council Meeting

AIR Type:	Presentation
SUBJECT:	2019 Assessment Report
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT:	Corporate Services
WRITTEN BY:	Rob Kotchon
REVIEWED BY:	Murray Hagan, Director Corporate Services; Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
2019 Assessment Data Report	

BACKGROUND:

The 2019 Assessment Summary for the County has an overall decrease of 0.35%. The attached report details the overall changes from prior year.



2019 Assessment Data

Clearwater County

Background

- Our 2019 Assessment Summary was uploaded and accepted by the Province on February 19, 2020 after passing Pre-Audit testing.
- The overall year to year change for the County is a decrease of 0.35%. This report details the changes to the assessments by category and provides background information regarding the Small Business Property Sub-Class for 2019.

Clearwater County information for 2018 and 2019 assessment years will be reviewed for comparison. Our taxable assessment base has decreased in 2019 by **0.35%**. The totals for our Residential and Commercial assessments have decreased while the Linear and Designated Industrial properties have increased.

The assessment value for the Small Business class is \$7.3 million at present, however we will continue to accept applications throughout the year and apply retroactive adjustments for any qualified business.

In 2018 our municipality contracted with Accurate Assessment Group to assist us in the valuation of DIP property which is mainly located on Provincial lands and this contract continues for the current year.

TOTAL ASSESSMENT VALUES

<u>TAXABLE ROLLS</u>	<u>2018</u>	<u>2019</u>	CHANGE
Farmland	\$ 56,721,870	\$ 56,571,320	-0.27%
Residential	1,748,897,500	1,712,647,060	-2.07%
Commercial/Industrial	152,581,760	144,447,170	-5.33%
SUBTOTAL	1,958,201,130	1,913,665,550	-2.27%
DIP-Provincial	2,119,103,090	2,102,208,740	-0.80%
Linear	2,978,829,690	3,015,700,420	1.24%
SUBTOTAL	5,097,932,780	5,117,909,160	0.39%
TOTAL TAXABLE	\$ 7,056,133,910	\$ 7,031,574,710	-0.35%

Our Linear and DIP property makes up approximately 72% of our total assessment base. Linear Property was the only sector which increased in value over prior year.

The rates below represent the Base Year Modifiers set by the Province annually in consultation with all stakeholders.

<u>LINEAR RATES</u>	2018	2019
	<u>Value</u>	<u>Value</u>
Wells	1.2	1.192 -0.67%
Pipelines	1.019	1.024 0.49%
Electric Power Systems	1.47	1.47 0.00%
Telecommunication	1.15	1.154 0.35%
Cable Distribution	1.389	1.394 0.36%
Machinery & Equipment	1.4	1.41 0.71%
Railway	1.41	1.46 3.55%

EQUALIZED SUMMARY

The Equalized Assessment is used by the Province to determine rates for each municipality to contribute for education, senior lodges, Capital projects, and grants. The method used by the Province is to compare assessed values for properties that are sold within each municipality through auditing. The process is always two years removed from the actual assessments since the process requires comparison to the prior year. The latest two-year comparison chart is as follows:

<u>EQUALIZED REPORT</u>	<u>2019</u>	<u>2020</u>	
Farmland	\$ 57,880,530	\$ 57,710,480	
Residential	1,849,712,820	1,819,599,100	
Commercial/Industrial	788,878,630	490,525,410	
Linear	2,838,120,280	2,987,003,000	
Railway	3,767,420	-	
M & E	<u>1,670,853,780</u>	<u>1,786,743,890</u>	
	▲ \$ 7,209,213,460	▲ \$ 7,141,581,880	-0.94%

The two-year comparison totals above refer to assessment values from 2017 and 2018.



2019 ASSESSMENT SUMMARY

Page 8 of 8

- In conclusion Clearwater County residential and small business properties continue to show a slow and steady decline in market value. This trend has not changed over several years due to the Alberta economy overall.
- However the oil & gas industry has continued to move forward with projects in our municipality. This is reflected in the small increases in our Linear and Designated Industrial property values provided by Municipal Affairs and our private contractor.
- The result is an assessment base with little overall change in 2020.



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Sturgeon County Requests Resources for 2020 Federation of Canadian Municipalities Conference Event
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Planning & Development J. Pratt, Economic Development Officer K. McCrae, Director/R. Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input checked="" type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
FCM reception invitation 02 03 2020	

STAFF RECOMMENDATION:

Administration seeks direction regarding Sturgeon County's request.

BACKGROUND:

Sturgeon County is requesting help planning or funding an event at the 2020 Federation of Canadian Municipalities Conference where brief educational presentations and entertainment would be available. The purpose of the reception is to reframe the perspective others throughout Canada may have about Alberta.



Mayor Alanna Hnatiw
Sturgeon County

Sturgeon County Centre
9613-100 Street
Morinville, AB, Canada T8R 1L9
T: 780-939-8327
E: ahnatiw@sturgeoncounty.ca

March 2, 2020

Dear Alberta Municipalities:

Alberta is currently in a time of crisis. We are facing ongoing challenges in our Province's energy and agriculture sectors; tensions are rising, and western alienation continues to grow. Alberta is a place of innovation and opportunity—our Province has so much to offer to Canada and the world. Now is the time to make that clear.

Our municipality believes there is an opportunity at the upcoming Federation of Canadian Municipalities (FCM) Convention to promote Alberta to a national audience while contributing to improve inter-provincial relationships and enhanced prosperity.

We want to propose setting the stage to tell a truly Albertan story. Each municipality in our great province is unique and brings strengths to the collective table. This June, at the FCM Convention, let us showcase to the rest of Canada, the high level of competitiveness and diversity that flourishes in Alberta. We know Alberta as a destination for unique tourism, agriculture, and machine learning. Our Alberta is home to world-class post-secondary institutions and advanced manufacturing. We are a place of aviation, renewable energy, a highly skilled workforce, and solutions-based thinking. We are proud to say Alberta is also home to the most ethically-sourced traditional energy extraction projects in the world that help fuel our modern times. Let's tell our story.

We are reaching out to our fellow municipalities to gauge interest in being involved in an Alberta-focused reception at FCM. The purpose of the reception is to reframe the perspective others throughout our Country may have about Alberta.

This event will be held on **June 6, 2020 from 5:00 p.m. to 9:00 p.m.** where brief educational presentations and entertainment would be available. Currently working towards having a keynote speaker who will entertain and potentially moderate a panel. We envision having notable Albertans attend the reception to share, from their perspectives, what makes this Province the most desirable place to be. Each participating municipality may also have the opportunity to showcase their community in a one-two minute video loop.

Sturgeon County, MD of Greenview and the Municipality of Wood Buffalo's Councils recently passed motions to fund portions of this event, up to \$10,000. ***The Imperial Room at the Fairmont, Toronto has been secured.*** We understand that these are tough economic times and that monetary contributions to this initiative will vary from municipality-to-municipality. We are of the firm belief, however, that this opportunity can be a success if we all band together.

With June quickly approaching, we are actively looking for partners. Sturgeon County respectfully requests that your municipality reply to this call-to-action, with details on how you may be able to participate in the planning and/or funding of the event. In addition to support from other municipalities, we are also turning to industry and the Government of Alberta to help progress this important initiative.

When indicating interest please reply to: **Deputy Mayor Neal Comeau**, Sturgeon County:

Email: ncomeau@sturgeoncounty.ca or

Cell: 587 986 5035

A small shift in one person's perspective can lead to significant change. Under one unified action, we can achieve our goal.

Sincerely,



Alanna Hnatiw,
Mayor, Sturgeon County

Cc: Dane Lloyd, MP Sturgeon River-Parkland
Honourable Dale Nally, Associate Minister of Natural Gas
Shane Getson, MLA, Lac Ste. Anne-Parkland
Council, Sturgeon County
Reegan McCullough, CAO Sturgeon County



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Renewal of Membership in Parkland Community Planning Services (PCPS) - Bylaw 1086/20 Updated Master Agreement
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT:	Planning & Development
WRITTEN BY:	Keith McCrae, Director, Planning and Development
REVIEWED BY:	Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Letter to Clearwater on Renewal (December 6, 2019) Bylaw to execute Master Agreement Master Agreement - Updated 2020 - 2023 Planning Services Agreement	

STAFF RECOMMENDATION:

That Council grant 3 readings to Bylaw 1086/20 for the adoption of the updated Master Agreement and approve the accompanying Planning Services Agreement

BACKGROUND:

Clearwater County is a member of Parkland Community Planning Services (PCPS) and we have been directed by Council to continue our membership with them for at least one more three year term. The term of our current membership expires on March 31, 2020.

In order to renew our membership, PCPS requires Council to adopt a revised Master Agreement and enter into a Planning Services Agreement for the next three years. Attached is a letter outlining the renewal agreements. Also attached is a copy of Bylaw 1086/20, a Master Agreement (updated), and a 2020 - 2023 Planning Services Agreement.

Also, Council may choose to appoint a representative for the purposes of attending and voting at the Annual General Meeting. This can be a member of Council or an appointed County staff member.



December 6, 2019

Dear Reeve Hoven and Members of Council,

Sent Via Email

Dear Reeve Hoven,

RE: Renewal of Membership in PCPS and Updated Master Agreement

On behalf of the PCPS Board of Directors, I invite Council to renew your membership in Parkland Community Planning Services for another three year term. The term of the current memberships expires on March 31, 2020.

Enclosed for your consideration are a Planning Services Agreement for April 1, 2020 to March 31, 2023 and an updated Master Agreement. A bylaw to adopt the Master Agreement is included.

Updated Master Agreement

The current Master Agreement creating PCPS was written in 1995 and, outside a few amendments adopted at Annual General Meetings over the years, has not undergone a thorough review. Our business plan identified the need to complete a review. During 2019 PCPS staff has discussed the revised Master Agreement with CAOs and the proposed changes have been reviewed with PCPS Member Representatives at the Annual General Meeting. The Board is recommending adoption of the enclosed Master Agreement.

Highlights of changes made to the Master Agreement include:

1. Moving to a single annual general meeting in June of each year at which all reporting, budget approval, items requiring Member approval, and elections of the Board would be addressed;
2. Clarifying that a Member's CAO may attend the annual general meeting and that one vote per municipality may be cast on any voting matter by the representative appointed by that Member's Council;
3. Adding a requirement for 6 representatives from Members to form quorum for the annual general meeting;
4. Adding a requirement to provide four year operating budgets to the Members at the annual general meeting for their approval;
5. Changing the categories of Board Members to be based on population levels rather than types of municipalities (i.e. "1,000 population or less" rather than "Town");
6. Adding the ability to let a representative's name stand for election to the Board without the representative being present at the meeting;



7. Adding a clause to address possible Board vacancies due to holding the election in June rather than November;
8. Additions to the list of Board responsibilities and authorities to reflect practice over the past 24 years;
9. Changing the Board meeting in November to an “open meeting” where Members can attend and observe/participate but not vote; and
10. Adding clauses related to the PCPS contingency plan and tracking of future prospects in the event that there is not enough work coming to PCPS.

Planning Services Agreement (April 1, 2020 to March 31, 2023)

Membership in PCPS requires Council to adopt the Master Agreement and enter into a Planning Services Agreement. The three year agreement being sent to you for consideration is predominantly the same as the current agreement.

The exception is the reduction in the amount of spending that is expected of each Member on services from PCPS over the three year term. These amounts have been reduced by half. For example, Members with a population of more than 3,000 were expected to spend at least \$120,000 over the three years of the current agreement. Under the new agreement this amount is \$60,000 over the three years. The nature of the services that are needed continues to be determined by the municipality.

In addition, the Board’s first four year budget confirms that PCPS can operate using the current rate structure. No increase in fees is required over the three year term.

Should you have any questions about the Updated Master Agreement, Planning Services Agreement or process, please contact Craig Teal, RPP MCIP, Director at craig.teal@pcps.ab.ca.

The Board looks forward to your continued participation in PCPS. Please advise us of your decision by March 20, 2020.

Sincerely,

Sharolyn Sanchez, Chair
PCPS Board of Directors

Copies: Rick Emmons, CAO

BYLAW NO. 1086/20

This is a bylaw of Clearwater County to authorize the execution of a Master Agreement between Clearwater County and other municipalities for the establishment of an intermunicipal planning agency.

WHEREAS the *Municipal Government Act* allows a municipality to enter into an agreement with other municipalities for the performance of any matter or thing judged to be of benefit to them;

AND WHEREAS Clearwater County considers it beneficial to enter into an agreement with certain other municipalities for the provision of land use planning services.

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

1. The Master Agreement establishing an intermunicipal service agency, to be known as Parkland Community Planning Services, a copy of which is attached hereto, is hereby ratified and approved; and the Mayor and the Chief Administrative Officer are hereby authorized to execute the said agreement for and on behalf of Clearwater County.
2. Bylaw No. 1026/17 is hereby repealed.
3. This bylaw shall come into full force and effect upon third reading.

Read a first time this _____ day of _____, 20____.

Read a second time this _____ day of _____, 20____.

Read a third time and finally passed this _____ day of _____, 20____.

Reeve

Chief Administrative Officer

MASTER AGREEMENT FOR THE ESTABLISHMENT OF PARKLAND COMMUNITY PLANNING
SERVICES ENTERED EFFECTIVE THE 1st DAY OF APRIL 2020

BETWEEN:

**EACH OF THE MUNICIPALITIES WHICH
HAS EXECUTED THIS AGREEMENT
IN COUNTERPART**

Authority

WHEREAS the *Municipal Government Act*, R.S.A, 2000 (the "Act") allows a municipality to enter into an agreement with one or more municipalities to establish an intermunicipal service agency;

AND WHEREAS the municipalities executing this agreement wish to set up an intermunicipal service agency to provide them with land use planning, development control, subdivision processing, and associated services;

THEREFORE the municipalities (the "Members") agree as follows:

1. Establishment of Agency

- 1.1 There is hereby established an intermunicipal service agency to be known as Parkland Community Planning Services (the "Agency");
- 1.2 The primary purpose of the Agency is to deliver planning services to Members to assist them with their planning responsibilities under the Act, including but not limited to, such services as the preparation of planning policies, statutory plans, land use bylaws, development permit processing and policies, public engagement and consultation, subdivision design and processing, mapping products and geographic information system support.

2. Membership

- 2.1 Membership in the Agency is open to any Municipality when the Municipality by Bylaw enters this agreement and signs a service agreement with the Agency in the form approved by the Board.

- 2.2 Membership in the Agency is ongoing and does not require re-affirmation by Members and continues for so long as a Municipality is a party to a subsisting service agreement.
- 2.3 A Member may terminate its membership in the Agency upon notice being given in accordance with the terms and conditions of their service agreement with the Agency and upon payment in full of any money owing to the Agency.
- 2.4 Upon termination of membership by failure to renew a service agreement or by termination under clause 2.3, a Member:
- a) shall not be entitled to any distribution or share of any assets of the Agency;
 - b) shall be entitled to copies of all files, records and documents respecting the planning services which have been provided by the Agency to such a Member subject to payment of the cost to make and compile the copies;
 - c) shall continue to be liable to pay to the Agency any money payable under a subsisting service agreement.

3. Operations and Sources of Funds

- 3.1 The Agency shall provide Members with planning services as a benefit of membership, the amount and form of these services to be in accordance with the service agreement between the Member and the Agency.
- 3.2 The Agency will be financed on a fee for service basis through payment of the sums specified in a service agreement between the Agency and each municipality, payable as provided in such agreements.
- 3.4 The Agency may sell goods and services to municipalities that are not Members of the Agency, other governments, and the private sector, at fees or within a range of fees to be established by the Board from time to time.
- 3.5 The Agency may pursue other sources of income as authorized by the Board, but the Board may not levy any increased amount on a Member other than as provided in a service agreement with such Member.

4. Fiscal Year and Financial Matters

- 4.1 The Agency's Fiscal Year shall be April 1st to March 31st.
- 4.2 The financial books and records shall be maintained in such manner as may be designated by the Board from time to time.
- 4.3 The books and records of the Agency shall be opened to the inspection of the authorized representatives of the Members at all times.
- 4.4 The Agency shall operate on a not for profit basis.
- 4.5 The Agency shall maintain a cash reserve of an amount no less than the equivalent to one-quarter (25%) of the budgeted annual expenditures. This reserve amount shall be set aside for expenses related to staff severances and liabilities in the event that the Agency is terminated.

5. Annual Meeting

- 5.1 The Annual Meeting of the Agency shall be held in June of each year.
- 5.2 Each Member has the opportunity to be represented by:
 - a) one person appointed by resolution of its Council; or
 - b) where such person is unable to attend, by an alternate representative appointed by its Council.
- 5.3 Each Member shall have one vote on all matters put to a vote at the Annual Meeting. Only a person appointed by resolution of its Council may vote on behalf of a Member.
- 5.4 The Chief Administrative Officer, or their designate, of each Member may attend the Annual Meeting.
- 5.5 A quorum for the Annual Meeting shall be 6 appointed representatives from Members.
- 5.6 At the Annual Meeting, the Agency shall present a review, report, or audit report and related financial statements and shall report on the activities of the past year.

5.7 At the Annual Meeting, the Agency shall present a four year budget covering the current Fiscal Year and three subsequent Fiscal Years for adoption by the Members.

5.8 At the Annual Meeting, the Members shall:

a) elect the Board of Directors in accordance with section 6; and

b) from the Board of Directors so elected, elect a Chair and Vice-Chair.

5.9 Representatives of Members attending the Annual Meeting shall not be paid any honorarium or travel expenses by the Agency.

6. Board of Directors

6.1 The Agency shall be governed by a Board of Directors (the "Board"), which shall consist of:

a) one representative of Members with a population greater than 6,000 persons.

b) two representatives of Members with a population greater than 1,000 persons; and

c) two representatives of Members with a population of 1,000 persons or less.

Representatives of Members may be eligible for a position on the Board based on more than one category. If successfully elected to the Board under one category, the representative shall not be eligible for election in another category.

6.2 Where there are insufficient numbers of Members of each category to form the Board of Directors as set out in 6.1, a lesser number of representatives from each category shall form the Board of Directors.

6.3 The Board of Directors shall be elected at the Annual Meeting with all Members eligible to vote for each category of Board representative.

6.4 A nominee to the Board of Directors does not need to be in attendance at the Annual Meeting to be eligible for a position on the Board provided they have indicated a willingness to let their name stand in advance of the Annual Meeting.

6.5 In the event that the results of a general municipal election or change in appointments at municipal organizational meetings reduces the number of Board Members to less than three, the remaining Board Members and/or the Director shall call a special meeting of the Members to elect additional Board Members.

7. Responsibilities and Authority of the Board of Directors

7.1 The Board's duties shall be to oversee the operations of the Agency, including, but not necessarily limited to, the following:

- a) to employ the Director to act as the Chief Administrative Officer of the organization based on a position description approved by the Board and, if necessary, to dismiss any such Director;
- b) to prepare a budget for current and future fiscal years for recommendation to the Members at the Annual Meeting;
- c) to approve extraordinary expenditures not covered in the approved budget where such expenditures are deemed necessary by the Board for the reasonable continuance of services to Members and other clients, with such expenditures not to exceed \$25,000.00 and to be reported to the Members at the earliest opportunity;
- d) to prepare, from time to time, a business strategy for the Agency for approval of the Members and to carry out the approved business strategy;
- e) to establish fees and charges for the services provided by the Agency and the recovery of costs related to providing services;
- f) to enter into and approve service agreements between the Agency and Members and to enter into and approve agreements between the Agency and other clients for the delivery of planning services;
- g) to enter into agreements with the Local Authorities Pension Plan and other insurance and benefit providers;
- h) to enter into leases for office space and equipment;
- i) to purchase and dispose of assets such as office equipment, maps, plans, survey equipment, computer hardware and software, and other things necessary to undertake planning work for the members.

- j) to appoint signing authorities for cheques, contracts, and other documents;
- k) to appoint an accountant or auditor;
- l) to set policy for standards of employment for staff and for the day-to-day operation of the Agency;
- m) to ensure that the Agency is fully insured against claims that may be made for negligence or other liability;
- n) to ensure that any surplus funds are returned to Members in a fair manner;
- o) if one or more vacancies occurs in the membership of the Board, to appoint one or more representatives to fill the vacancy(ies) from the same category of Members to serve until the next Annual Meeting of the Agency;
- p) to establish remuneration levels, benefits packages, and rates of travel expenses for staff;
- q) to establish committees and appoint members thereto as the need may arise;
- r) to monitor the overall financial and budget performance of the Agency throughout the Fiscal Year and report significant deviations to the Members as needed;
- s) to set policy for and approve the use of the Agency's reserve funds.

8. Board Meetings

- 8.1 Unless the Board decides otherwise, it shall meet at the call of the Chair.
- 8.2 A quorum for members of the Board shall be a majority of the members of the Board.
- 8.3 The Board shall meet in November of each year in an open meeting that may be attended by the representatives and/or Chief Administrative Officer or designate of any Member. Notice of the November Board Meeting shall be sent to all Members two weeks in advance of the meeting date.
- 8.4 Board Members attending a Board Meeting shall be paid an honorarium and travel expenses at rates established by the Members at an Annual Meeting.

9. The Director

9.1 The Director shall:

- a) be the Chief Administrative Officer and Financial Officer of the Agency, and in accordance with the position description approved by the Board, be responsible for the overall operational effectiveness of the Agency;
- b) assist the Board with their responsibilities;
- c) engage and dismiss staff according to the budget and any policy directions received from the Board; and
- d) oversee the work of the office and staff and allocate responsibilities to employees.

9.2 The Director may delegate powers and responsibilities to employees in accordance with direction established by the Board.

10. Committees

10.1 The Agency may:

- a) establish such other committees, as may be required from time to time, to fulfill the roles and perform the duties of the Agency; and
- b) confer decision making authority on the committee, other than policy, finance, and other matters otherwise specifically provided for elsewhere in this agreement.

10.2 Members of a committee may receive an honorarium for their attendance at committee meetings and travel expenses thereto at the same rate as staff, provided that this has been approved by a majority vote at an Annual Meeting.

10.3 The quorum for members of a committee meeting shall be a majority of the members.

11. Termination of Agreement and Agency

- 11.1 This agreement may be terminated and the Agency may be wound up by resolution passed, at the Annual Meeting or at a Special Meeting called by not less than 6 Members upon 30 days' prior written notice of the meeting to all other Members, by a two-thirds majority of the Members present and voting at the meeting.
- 11.2 Such termination of the Agency shall provide for at least 6 months' notice to all Members or such shorter notice if there is unanimous agreement by the Members.
- 11.3 The Board shall maintain a contingency plan for the event that the financial viability of the Agency becomes too uncertain to confidently continue operations. This contingency plan shall:
- (a) address retention of a minimum number of staff, through a combination of continued employment and severance package, to complete any outstanding project commitments and assist the Members with the transition; and
 - (b) provide Members with at least 6 months' notice of any intended date of termination.
- 11.4 The Board shall review projections of future revenues and expenditures on a 6 to 7 month basis to determine if, in the opinion of the Board, the contingency plan needs to be executed. If deemed necessary, the Board must, at the Annual Meeting or at a Special Meeting of the Members, recommend that the contingency plan be executed and hold a vote of the Members on terminating the Agency. This vote requires a simple majority of at least 6 Members present and voting.
- 11.5 If it is determined that the Agency be wound up, the net assets after payment of all liabilities, including all liabilities under any subsisting service agreements, shall be distributed to the Members at that time in proportion to their population as established by the most recent Official Population List of the Province.

12. Amendment of this Agreement

- 12.1 This agreement may be amended at the Annual Meeting or at a Special Meeting called by not less than 6 members upon 30 days' prior written notice to all other Members, by resolution passed by a two-thirds majority of the Members present and voting.

13 Execution In Counterpart

13.1 This agreement may be executed in counterpart by each municipality and shall be binding upon and be enforceable by all of the municipalities so executing the same.

EXECUTED this ____ day of _____, 20____

Clearwater County

Per: _____

Per: _____
(c/s)

PLANNING SERVICES AGREEMENT

This AGREEMENT made this _____ day of _____, 20____

BETWEEN:

PARKLAND COMMUNITY PLANNING SERVICES
(PCPS)

- and -

CLEARWATER COUNTY
(The Client)

Parkland Community Planning Services wishes to provide municipal planning and related services to the Client and the Client wishes to utilize the municipal planning and related services and expertise of PCPS; therefore the planning services to be provided to the Client by PCPS shall be as contained in this Agreement.

TERM

- 1.) The term of this agreement shall be from April 1, 2020 to and including March 31, 2023.

SERVICES

- 2.) The services provided by PCPS to the Client during the term of this agreement will be those requested by the Client from time to time on an as-needed basis or through an agreed upon work plan. Requests for services may include, but are not limited to:
 - (a) current planning services in the form of consultation and advice on day-to-day planning matters, including but not limited to policy, development permit processing, land development, land use designation and general planning administration matters, to Council and administration, as well as the general public and provincial agencies

- (b) planning related technical services including but not limited to updates of the municipal base map, civic address maps, municipal registered plan and index map and municipal land use designation map, graphics, designs, general mapping, interactive mapping products and GIS layers
 - (c) subdivision processing services including pre-application advice, receipt, referral, review and assessment of applications, providing recommendations related to a decision, issuing notice of decision, reviewing plans and instruments for registration, maintaining a filing and processing system related to subdivision responsibilities, and appearing before the appeal board if necessary
 - (d) long range planning and planning advisory services pertaining but not limited to municipal development plans, intermunicipal development plans, area structure plans, and area redevelopment plans, land use bylaws, outline plans, growth studies and strategies, studies, reports and plans on special issues, site designs, community involvement and public participation programs, planning process training and orientation
- 3.) Travel to and from the municipality to attend meetings, undertake field work and inspections, and to consult with affected parties within the municipal office or elsewhere, will be an integral part of the services provided.
 - 4.) The Parties hereto acknowledge that PCPS is an independent contractor and is not the agent, servant or employee of the Client.
 - 5.) In all dealings with the Client, the services of PCPS shall fall under the administration of the Client's Chief Administrative Officer (CAO) or designate.
 - 6.) PCPS will provide designated staff advisors as mutually agreed with the Client, but reserve the ability to replace or substitute staff when circumstances so warrant. Planning and related technical services will be provided on as timely a basis as staff resources allow.

- 7.) Advice and services will be supplied in the most effective and efficient manner, and may be by post, electronic mail, web based services, telephone or face to face communication.

FEES

- 8.) The Client agrees to pay PCPS on the basis of a minimum annual usage amount of \$20,000 for each of the three years of this agreement. The minimum annual usage amount reflects the minimum level of PCPS services the Client is committing to use on average for each year of the three year term of this agreement. It is recognized that the actual level of service in a given year may be higher or lower than the amount listed above.
- 9.) The minimum annual usage amount will be drawn upon based on the fee structure in clause 11 below. If the full value of the minimum annual usage amount is not used by the Client in the year that it was paid, the balance of the fees will be applied to services to be provided in the succeeding year. If the amount of services exceeds the minimum annual usage amount, the additional services will be billed on an hourly basis using the fee structure in clause 11 below. (For example: if \$15,000 worth of services are provided in a year and the Client's minimum annual usage amount was \$10,000 then an invoice for the \$5,000 over the minimum annual usage amount will be sent to the Client.)
- 10.) In the event that the services provided to the Client exceeds the minimum annual usage amount in either the first or second year of the three year term of this agreement, the minimum annual usage amount for the subsequent year(s) will be adjusted by the amount in excess of the minimum annual usage amount in clause 8. A written schedule outlining the adjustments will be provided by PCPS following the conclusion of PCPS' annual financial audit/review.
- 11.) The fee structure from April 1, 2020 to and including March 31, 2023 will be:
- | | |
|------------------------|--|
| Planner | \$150 per hour |
| Planning Technician | \$95 per hour |
| Administrative Support | \$70 per hour (note: applied to subdivision processing and support of major planning projects) |

- 12.) The Client agrees to utilize the services of PCPS at a level that meets or exceeds the full amount of the minimum annual usage amount of each of the three years, in the total amount of \$60,000, for the three year term of this agreement before the end of the last year of the term of this agreement.

WORK PLAN AND ESTIMATES

- 13.) The Client and PCPS will endeavour to establish a three year work plan at the beginning of the term of this agreement to guide the delivery of services provided by PCPS. The work plan must be approved by the Client's Chief Administrative Officer. An estimate for a specific project (e.g. creation of a new area structure plan) may be provided by PCPS as part of the work plan. More detailed terms of reference for major projects may be created to confirm scope, level of effort and estimated costs at any point during the term of the agreement.
- 14.) The Client must provide written authorization prior to the undertaking of any work by PCPS not covered by the minimum annual usage amount or included in an agreed upon work plan or project budget.
- 15.) The Client retains the right to seek competitive proposals from PCPS and other planning service providers for specific planning projects. PCPS will be provided the opportunity to submit a bid in all such cases. For the purposes of this clause, the determination of whether the desired work is within the capabilities of PCPS or a project team assembled and led by PCPS rests solely with PCPS. Where PCPS is the successful proponent in a competitive bid process, the value of the project will not be considered part of the Client's minimum annual usage amount obligations.

PAYMENT OF FEES

- 16.) The Client will, for the services provided by PCPS, pay the minimum annual usage amount in a single instalment on or before July 31st of each year of this agreement.

- 17.) Where the service level provided by PCPS exceeds the minimum annual usage amount, the Client agrees to pay on a monthly basis, such payment being due within 30 days of the invoice.
- 18.) The Client will assign to PCPS the right to collect all subdivision related fees charged to the applicant for the provision of subdivision processing services. All subdivision related fees collected by PCPS for subdivision applications within the jurisdiction of the Client will be remitted to the Client following the conclusion of PCPS' annual financial audit/review for the year in which the fees were collected.

ADDITIONAL CLIENT EXPENSES

- 19.) Travel costs for trips related to the delivery of planning services will be billed to the Client using a mileage rate set by PCPS' Board of Directors.
- 20.) Expenses and costs related to the delivery of planning services, including but not limited to public advertising, venue rental and printing costs will be paid by the Client.
- 21.) While PCPS will seek to compensate staff for overtime by time-off-in-lieu, the additional wage costs incurred by staff advisory time in a day or week which exceeds Provincial labour standards may need to be paid by the Client.
- 22.) Where particular matters arise, which PCPS considers will require the engagement of a specialist, or another discipline other than planning, the fees and costs for engagement of the specialist or other discipline will be paid by the Client, provided the Client has authorized the engagement of the specialist.
- 23.) The additional client expenses described in clauses 19 through 22 are payable in addition to the hourly fees charged by PCPS and will not be credited against the minimum annual usage amount.

EXPERT WITNESS

25.) Nothing in this agreement will be construed to obligate PCPS to prepare for litigation or appear as an expert witness on behalf of the Client, unless the Director of PCPS authorizes such engagement and the Client and PCPS agree to the charges for such service.

CLIENT RESPONSIBILITIES

26.) The Client will provide reasonable notice to PCPS for service required and anticipated, such that service time may be equitably distributed throughout the contract period wherever possible.

27.) The Client will consult with PCPS to ensure timely provision of materials and information to support the services being requested.

28.) The Client will cooperate with the timely provision of background materials and information needed by PCPS to fulfil the service obligations to the Client.

OWNERSHIP OF MATERIALS

29.) All information, reports, plans, and related materials provided to the Client by PCPS in the performance of its service to the Client are to be jointly owned by the Client and PCPS.

30.) Joint ownership does not relieve other recipients of these materials from compensating PCPS for its time and expenses in preparing, customizing or assembling the material.

CONFIDENTIAL MATERIALS

31.) All confidential information obtained by PCPS with respect to these services or the Client's operation shall not be divulged to any person not authorized to receive it.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

32.) PCPS acknowledges that the Freedom of Information and Protection of Privacy Act applies to all information and records relating to, or obtained, generated, collected or provided under or pursuant to this contract.

AMENDMENT AND CANCELLATION

- 33.) Only the authorized officer(s) of PCPS and of the Client have the authority to amend the terms of this agreement. Such amendments will be by written agreement.

- 34.) The term of this agreement may be extended for an additional year by the Client's Chief Administrative Officer and the Director of PCPS. If an extension is made, the minimum annual usage amount and the hourly rate structures will be adjusted. All other terms and conditions will remain the same.

- 35.) Should a dispute arise between the parties of this agreement, or should either party have a complaint with respect to the other party, then both parties agree that they shall meet to discuss and reach resolution regarding the dispute or complaint.

- 36.) If either the Client or PCPS breaches this agreement, the other party may cancel this agreement by means of written notice, the effective date being 60 (sixty) days from the date of written notice.

- 37.) Either party may cancel this agreement with six (6) months written notice, without cause, and the effective date of termination will be the end of the PCPS fiscal year.

- 38.) Neither party may assign this agreement without the mutual written consent of the other.

- 39.) All the terms, provisions and conditions of this agreement shall be binding upon the parties, and where permitted, their assigns.

40.) All notices, approvals or requests in connection with this agreement shall be sent to the parties at the following addresses:

PARKLAND COMMUNITY PLANNING SERVICES
Unit B, 4730 Ross Street
RED DEER, AB T4N 1X2

CLEARWATER COUNTY
4340 – 47 Avenue
Box 550
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4

IN WITNESS WHEREOF the Parties hereto have executed this agreement.

PARKLAND COMMUNITY PLANNING
SERVICES

CLEARWATER COUNTY

Per: _____ Per: _____

Per: _____ Per: _____



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Applicant for Alternate Member-at-Large Subdivision Development Appeal Board (SDAB) Position
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	CAO Office Tracy Haight, Executive Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Municipal Government Act s627) <input checked="" type="checkbox"/> County Bylaw or Policy (Subdivision and Development Appeal Board Bylaw 1036/181036/18)
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	None

STAFF RECOMMENDATION:

That Council reviews and considers Lee Forster's application for appointment, as alternate citizen at large, to the Subdivision Development Appeal Board for a term effective March 10 to October 31, 2020.

BACKGROUND:

Following Council's organizational meeting on October 22, 2019, there was a vacant alternate citizen at large position on the Subdivision Development Appeal Board (SDAB).

The position was advertised on the County's website and to date, one application has been received from Clearwater County resident, Lee Forster.



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Correspondence From Town of Rocky Mountain - 'Suggestion For A Single Amalgamation Study'
PRESENTATION DATE:	Tuesday, March 10, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	CAO Office Tracy Haight, Executive Assistant Christine Heggart, Director Emergency & Legislative Services/Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
2020_02_18 - ToRMH Letter to CC and VoC regarding the ACP Grant VoC Response to RMH Suggestion for One ACP Grant Study	

STAFF RECOMMENDATION:

That Council directs Administration in a response to Town of Rocky Mountain House regarding the suggestion to conduct "a single amalgamation study to explore two options; one as a single municipality and the other with the merger of Caroline and Clearwater County".

BACKGROUND:

On February 19, 2020, Council received the attached correspondence from the Town of Rocky Mountain House "suggesting that a single amalgamation study be conducted exploring two options; one as a single municipality and the other with the merger of Caroline and Clearwater County."

On February 3, 2020, Clearwater County submitted an application, endorsed by Village and County Councils, for a 'Village of Caroline - Clearwater County Amalgamation Study and Action Plan' under the Alberta Community Partnership 'Municipal Restructuring - Restructuring Study Stream Grant' program. The application is currently under review by Municipal Affairs for funding in the Province's 2019/2020 fiscal year.

In response to the Town's letter, Village of Caroline Council carried the following draft motion at their February 21 meeting:

- *Motion 090 02 20 - Moved by Councilor Bugbee that Village Council does not agree with the Town of Rocky Mountain House's proposal to apply for full regional amalgamation study funding as outlined in their letter of February 18, 2020 and at this time, the Village wishes only to proceed with a study for County and Village amalgamation. Mayor Rimmer to provide a letter with further details to the regional partners of this decision. (see attached letter)*



TOWN OF ROCKY MOUNTAIN HOUSE

P O BOX 1509 5116 50 AVENUE ROCKY MOUNTAIN HOUSE AB T4T 1B2

February 18, 2020

Reeve Tim Hoven
Clearwater County
P.O. Box 550
Rocky Mountain House AB T4T 1A4

Mayor John Rimmer
Village of Caroline
P.O. Box 148
Caroline AB T0M 0M0

Re: ACP Grant

Dear Mayor Rimmer, Reeve Hoven and Councils:

As you are aware, the idea of exploring amalgamation has been in our communities for a long time and has been a topic in our ICF and mediation discussions. In the past couple of months, each municipality has passed resolutions supporting an amalgamation study in some form or other. As a result of this, our region now has two ACP grant applications submitted for amalgamation studies.

While the Town understands the Village of Caroline's more urgent need to investigate this option, this is also the opportunity to explore a greater region. The Town is suggesting that a single amalgamation study be conducted exploring two options; one as a single municipality and the other with the merger of Caroline and Clearwater County.

This would be effective in using one consultant and utilizing the grant funding to the maximum benefit. It would also give our citizens the opportunity to provide input into all of the possible future governance options concluding with a comprehensive study on how that would actually look.

The Town believes this is an exciting opportunity to explore how we can serve our residents in the best and most efficient form of governance. Which may result in status quo, two municipalities or one serving all the region's residents. We look forward to your response to our suggestion.

Telephone 403-845-2866 Fax 403-845-3230
Webpage: www.rockymtnhouse.com E-mail: town@rockymtnhouse.com



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TOWN OF ROCKY MOUNTAIN HOUSE

P O BOX 1509 5116 50 AVENUE ROCKY MOUNTAIN HOUSE AB T4T 1B2

Please do not hesitate to contact me if you have any questions or wish to discuss further.

Sincerely,

Mayor Tammy Burke

cc:

Honourable Kaycee Madu, Minister of Municipal Affairs

Honourable Jason Nixon, Minister of Environment and Parks

Paul Wynnyk, Deputy Minister of Municipal Affairs

*Michael Scheidl, Manager, Intermunicipal Relations, Municipal Affairs
Town Council*

Melissa Beebe, CAO Village of Caroline

Rick Emmons, CAO Clearwater County

Dean Krause, CAO Town of Rocky Mountain House

Telephone 403-845-2866 Fax 403-845-3230
Webpage: www.rockymtnhouse.com E-mail: town@rockymtnhouse.com



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Mailing address - Box 148
Street address - 5004-50 Avenue
Caroline, AB T0M 0M0
Tel: (403)722-3781 Fax: (403)722-4050
Email: info@villageofcaroline.com

February 25, 2020

Mayor Tammy Burke
Town of Rocky Mountain House
P.O. Box 1509
Rocky Mountain House AB T4T 1B2

RE: FEBRUARY 18, 2020 - LETTER FROM MAYOR BURKE IN REGARDS TO THE ACP GRANT APPLICATIONS

Dear Mayor Burke and Council:

The ACP grant application between the County of Clearwater and the Village of Caroline was undertaken due to the Village's immediate budget crisis and sustainability. A 'Study' of a regional amalgamation between the Town, Village and County would be onerous and time consuming. Too many moving parts and would distract from the immediate crisis the Village of Caroline finds itself. I am not confident that the Town would be focused on a viable solution to the impending collapse of the smallest municipality if the Town was involved.

As the Mayor, I spoke to you and councillors from all 3 municipalities at our Regional Waste Authority meeting almost 2 years ago that Caroline could not handle much more price increases to our regional services. I stated that Caroline was the proverbial 'Canary in the coalmine'. Two years later the 'Canary' is gasping and laying at the bottom of the cage. Caroline has to take immediate action and must be FOCUSED on our situation. The Town need not be involved. The Village can not amalgamate with the Town, as we are not on your border.

Please realize that our situation calls for immediate and focused negotiations with the County. We understand that there is an interest for the Town to amalgamate with the County, but how that looks, or how that is done, is between your two municipalities. Caroline can NOT afford to wait around for the perfect regional solution for all 3 municipalities to merge into one. That could take years if our regional mediation discussions are any indication.

Best regards,



John Bimmer
Mayor of Caroline

CC: Clearwater County Council
Honourable Kaycee Madu , Minister of Municipal Affairs
Honourable Jason Nixon, Minister of Environment and Parks
Paul Wynnyk, Deputy Minister of Municipal Affairs
Michael Scheidl, Manager, Intermunicipal Relations, Municipal Affairs
Village Council
Rick Emmons, CAO Clearwater County
Dean Krause, CAO Town of Rocky Mountain House
Melissa Beebe, CAO Village of Caroline

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Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Timothy Hoven
Date:	2/28/2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

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

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
2/3	Caroline Library	x					68
2/4	Blanket Ceremony	X	X				91
2/5	Blanket Ceremony	X	X				91
2/6	Condor Public Service Tour	X					35
2/7	CRMA	X	X				120
2/10	RCU 75th Anniversary	X					91
	CTA						
2/11	Council				X		91
2/13	Lunch and Learn Speech	X					91
2/14	Meeting with Caroline	X					91
	Mediation						
2/18	Council Workshop	X	X				91
2/20	Kinsmen 100th Anniversary	X					91
2/25	Council				X		91
2/28	RMA Budget Discussion						91

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Remuneration Calculation (for office use only)							
0	Meetings @ 94.00 =	0		1133	First 5000 Kms @ \$0.59 =	668.47	
10	Meetings @ 174.00 =	1740.00			Over 5000 Kms @ \$0.53 =		
4	Meetings @ 137.00 =	548.00			Lunch @ 16.00 =		
2	Meetings @ 311.00 =	622.00					
	Supervision =	2075.00					
TOTAL =		4985.00				TOTAL =	668.47



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Theresa Laing
Date:	Feb 25, 2020
Signature (Councillor / Board Member):	<i>T. Laing</i>

PAYMENT PERIOD

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

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
Jan 7	Crime Watch Caroline	x					60
Jan 8	CCTA arbutus						20
Jan 8	FCSS	x					14
Jan 14	CCCW	x					14
Jan 14	Council				x		14
Jan 16	Community Futures	x					160
Jan 16	CCPAC		x				14
Jan 20	Strat Planning	X	X				14
Jan 21	Workshop	X	x				14
Jan 22	*Senior Housing	X					14
Jan 23	CoC	X					14
Jan 28	Council				X		14

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Remuneration Calculation (for office use only)

1	Meetings @ 94.00 =	94.00		366	First 5000 Kms @ \$0.59 =	215.94
7	Meetings @ 174.00 =	1218.00			Over 5000 Kms @ \$0.53 =	
3	Meetings @ 137.00 =	411.00			Lunch @ 16.00 =	
2	Meetings @ 311.00 =	622.00			Christmas Ad	<155.70>
	Supervision =	1116.00				
	TOTAL =	3461.00			TOTAL =	60.24



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Cammie Laird
Date:	Feb 28, 2020
Signature (Councillor / Board Member):	<i>C. Laird</i>

PAYMENT PERIOD

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

Council Supervision Rate	\$1,116.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
Feb 4	Attd: RMH – Native Friendship Center – Blanket Exercise (09:30-15:30 Hrs.)	1	1				28
Feb 5	Attd: RMH – Native Friendship Center – Blanket Exercise (09:30-15:30 Hrs.)	1	1				28
Feb 5	Attd: Condor PS Building Open House & Tour (18:30-22:00 Hrs.)			1			
Feb 7	Attd: CRMA – Mtg. @ Pine Hills (09:00-15:00 Hrs.)	1	1				56
Feb 10	Attd: CCTA Mtg. @ Arbutus (19:00-22:00 Hrs.)						32
Feb 11	Mtg: CC-C Reg. Council (08:30-17:30 Hrs.)				1		26
Feb 12	* Mtg: RMH Sen Hs. @ WVL 07:30-12:00 Hrs.	1					28
Feb 13	Attd: RMH Chamb. Lunch & Learn / Reeves CC Address (11:00-13:30 Hrs.)	1					28
Feb 13	Attd: West Cent. Stakeholders Presentation @ Lou Soppit (15:00-18:30 Hrs.)		1				
Feb 14	Mtg: Mediation @ RHM Christ. Cent. 10:00-16:30 Hrs.)	1	1				28
Feb 18	Workshop: Re: Ec. Dev. Labour Profile (08:30-13:00 Hrs.)	1					26



Councillor and Board Member 2020 Remuneration Statement

Feb 18	Travel to Edmonton Re: For AEMA Summit (14:00-17:00 Hrs.)		1			21.50	215
Feb 19	Attd: AEMA Summit (08:30-17:00 Hrs.)	1	1			21.50	
Feb 20	Attd: AEMA Summit (08:30-16:30 Hrs.)	1	1				
Feb 20	Travel to Airdrie For Legal Sem.			1		21.50	267
Feb 21	Attd: Workshop – Legal Session (08:30-16:30 Hrs.)	1	1				
Feb 21	Travel to RMH (16:30-19:00 Hrs.)			1			183
Feb 25	Mtg: CC-C Reg. Council (08:30-16:00 Hrs.)				1		26
Feb 26	Mtg. RMH Library (18:30-21:00 Hrs.)	1					28
Feb 28	Attd: Conf. Call @ CC Office Re: RMA Prov. Budget						26

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Remuneration Calculation (for office use only)						
1	Meetings @ 94.00 =	94.00		1025	First 5000 Kms @ \$0.59 =	604.75
10	Meetings @ 174.00 =	1740.00			Over 5000 Kms @ \$0.53 =	
12	Meetings @ 137.00 =	1644.00			Lunch @ 16.00 =	
2	Meetings @ 311.00 =	622.00		13	Supper @ 21.50 =	64.50
	Supervision =	116.00			Receipts =	542.30
	TOTAL =	5216.00			TOTAL =	1211.55

1/3/2020

Matrix Hotel



Your Reservation

Confirmation Number:
Cammie Laird #505238811

Dates Of Stay:
Feb 18, 2020 - Feb 20, 2020

^ Deluxe King - 1 room	\$ 302.00
📅 2 nights 👤 2 adults	
Tue, Feb 18, 2020	\$ 151.00
Wed, Feb 19, 2020	\$ 151.00

Enhancements

✓ Self Parking	\$ 50.00
📅 2 nights 🏠 1 room	
✓ Premium Wi-Fi	\$ 25.90
📅 2 nights 🏠 1 room	
Subtotal	\$ 377.90

Code:2002NAITSU

Taxes	\$ 40.04
Total	\$ 417.94

Cancellation Policy:

..... cancelled 24 hours prior to check into avoid penalty of one night room and tax
 (d)
 P

417.94+
 11.+
 113.36+ on
 542.3*+

ity.ca

CANADA

Co-op Taxi Line
(780) 425-2525
www.co-optaxi.com

CASH RECEIPT

TERMINAL: 386
DRIVER : 1374
TRIP #: 23106686
2/20/20 07:38:56

FARE : \$ 11.00

TOTAL: \$ 11.00

Thank you for choosing
Co-op Taxi

*Taxi
for
AEMA
Summit*





Hampton Inn & Suites Airdrie
 52 East Lake Avenue NE • Airdrie, AB T4A 2G8
 Phone (403) 980-4477 • Fax (403) 980-0535

LAIRD, CAMMIE RR 1 STN MAIN ROCKY MOUNTAIN HOUSE AB T4T 2A1 CANADA	name address	room number: 415/NKX arrival date: 2/20/2020 10:04:00 PM departure date: 2/21/2020 9:29:00 AM adult/child: 1/0 room rate: 104.00	If the debit/credit card you are using for check-in is attached to a bank or checking account, a hold will be placed on the account for the full anticipated dollar amount to be owed to the hotel, including estimated incidentals, through your date of check-out and such funds will not be released for 72 business hours from the date of check-out or longer at the discretion of your financial institution.
Confirmation Number: 90771618 2/21/2020		Rate Plan: LVS HH #: 1250944137 BLUE AL: Car:	

Rates subject to applicable sales, occupancy, or other taxes. Please do not leave any money or items of value unattended in your room. A safety deposit box is available for you in the lobby. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. A fee of up to 250 CAD will be assessed for smoking in a non-smoking room. Please ask the Front Desk for locations of designated outdoor smoking areas.

date	reference	description	amount
2/20/2020	242573	GUEST ROOM	\$104.00
2/20/2020	242573	GST- ROOMS	\$5.20
2/20/2020	242573	OCCUPANCY TAX- ROOMS	\$4.16
2/21/2020	242609	MC *7389	(\$113.36)
		BALANCE	\$0.00

EXPENSE REPORT SUMMARY			
	2/20/2020	STAY TOTAL	
ROOM AND TAX	\$113.36	\$113.36	
DAILY TOTAL	\$113.36	\$113.36	

Total Invoice Amount	\$104.00	\$9.36	
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for reservations call 1.800.hampton or visit us online at hampton.com

thanks.

account no. MC *7389	date of charge 2/21/2020	folio/check no. 91629 A
card member name LAIRD, CAMMIE	authorization 020695	initial
establishment no. and location GST # - 850899287	establishment agrees to transmit to card holder for payment	
	purchases & services	
	taxes	
	tips & misc.	
signature of card member X	total amount	-113.36



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Michelle Swanson
Date:	February 19, 2020
Signature (Councillor / Board Member):	<i>Michelle Swanson</i>

PAYMENT PERIOD

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

Council Supervision Rate	\$1,106.00 / Monthly
Reeve Supervision Rate	\$2,075.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
Jan 7	RCMP Crime Unit Town Hall, Caroline Legion	✓					-
Jan 8	Rec Board Mtg	✓					26
Jan 9	West Central Stakeholders						-
Jan 10	MLA Jason Nixon Open House						-
Jan 12	Coffee with a Councillor with Councillor Laird						-
Jan 14	Council Meeting				✓		26
Jan 14	Clearwater Community Crime Watch Board Meeting			✓			-
Jan 15	MPC	✓					26
Jan 20	Strategic Planning Planning Mtg	✓	✓				26
Jan 21	Council Workshop	✓	✓				26
Jan 21	AB Masters Games Meeting						-
Jan 28	Council Meeting				✓		26

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Remuneration Calculation (for office use only)

0	Meetings @ 94.00 =	0	156	First 5000 Kms @ \$0.59 =	92.04
5	Meetings @ 174.00 =	870.00		Over 5000 Kms @ \$0.53 =	
3	Meetings @ 137.00 =	411.00		Lunch @ 16.00 =	
2	Meetings @ 311.00 =	622.00			
	Supervision =	116.00			

Total = 3019.00

Christmas Ad <155.70>

Total = <63.66>



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	John Vandermeer
Date:	Feb. 14/20
Signature (Councillor / Board Member):	

PAYMENT PERIOD

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

Council Supervision Rate	\$1,105.00 / Monthly
Reeve Supervision Rate	\$2,054.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
06	Mediation	X	X				80
07	Mediation	X					80
14	Council				X		80
15	MPC	X					80
20	Strat Plan Committee	X	X				80
21	Council workshop	X					80
22	Nordegg community mtng						80
23	Clearwater Heritage Com	X					80
27	CAEP – MLA J. Stephen	X					80
28	Council				X		80
29	Mediation	X	X				80
30	Med. dialogue/reporting						80

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Remuneration Calculation (for office use only)							
0	Meetings @ 94.00 =	0		960	First 5000 Kms @ \$0.59 =	566.40	
8	Meetings @ 174.00 =	1392.00			Over 5000 Kms @ \$0.53 =		
3	Meetings @ 137.00 =	411.00			Lunch @ 16.00 =		
2	Meetings @ 311.00 =	622.00			Christmas Ad	<155.70>	
	Supervision =	1116.00					
	TOTAL =	3541.00					TOTAL = 410.70