

CLEARWATER COUNTY COUNCIL AGENDA
September 25, 2018
9:00 am
Council Chambers
4340 – 47 Avenue, Rocky Mountain House, AB

Delegations:

1:00 pm Vanessa Cartwright, Community Relations, Keyera Energy Ltd.

1:30 pm Doug Ritchie, Vice President and Kevin Gagne, Director, Rocky Search & Rescue

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. September 11, 2018 Regular Meeting Minutes

D. PUBLIC WORKS

1. Community Peace Officer Program Review and 6-Month Report
2. Rocky Mountain House RCMP Enhanced Policing Services
3. Rimbey RCMP Request for Support Staff Funding
4. Town of Rocky Mountain House Quarterly Lagoon Summary Report
5. Bylaw 1050/18 Waterworks and Sewage Utilities

E. CORPORATE SERVICES

1. Recovery of Taxes

F. MUNICIPAL

1. Draft 2019-2022 Strategic Plan
2. Intermunicipal Development Plan (IDP) Exemption Resolutions
3. Revised Draft Policy: *Vehicle & Equipment Use by Staff*
4. Agenda & Priorities Committee - Additional Meeting
5. Clearwater Community Police Advisory Committee

G. INFORMATION

1. CAO's Report
2. Public Works Report
3. Joint Economic Development Website – Business Toolkit
4. Accounts Payable
5. Councillor Verbal Reports
6. Councillor Remuneration

H. DELEGATIONS

1. 1:00 pm Keyera Energy Ltd.
2. 1:30 pm Rocky Search & Rescue

K. ADJOURNMENT

TABLED ITEMS

<u>Date</u>	<u>Item, Reason and Status</u>
06/13/17	213/17 identification of a three-year budget line for funding charitable/non-profit organizations' operational costs pending review of Charitable Donations and Solicitations policy amendments.
03/13/18	116/18 Crammond Community Hall Grant Request pending receipt of Crammond Community Hall's 2017 Financial Statement
09/11/18	356/18 Signage Request for Nordegg North Subdivision pending information from Nordegg Community Association



Request For Decision

PROJECT: Community Peace Officer (CPO) Program Review and 6 Month Report		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Highway Patrol	WRITTEN BY: Terri Miller SGT	REVIEWED BY: Erik Hansen Public Works Director, Infrastructure, Rick Emmons, CAO
BUDGET IMPLICATION: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite) Bylaw: _____ Policy: _____		
STRATEGIC PLAN THEME: 1: Managing Growth 2. Well Governed and Leading Organization 3: Community Well-Being	PRIORITY AREA: 1.4, 2.2, 2.3, 2.4, 2.6, 3.2	STRATEGIES: 1.4.3, 1.4.7, 1.4.8, 2.2.1, 2.3.3, 2.4.1, 2.4.3, 2.6.5, 3.2.3, 3.2.4, 3.2.5
ATTACHMENTS: Benefits of 5 th CPO '2018 May Long Weekend Report'		
STAFF RECOMMENDATION: That Council reviews the reports and data presented and direct staff to include the 5 th Community Peace Officer position as part of the 2019 budget discussion.		

BACKGROUND:

In January, Council voted to not hire for the vacant 5th Community Peace Officer position and directed Administration to conduct a review on the impacts of reducing the Peace Officer Program from 5 to 4 officers as well as conduct a feasibility study for officers to work night shifts. Council requested it be brought back after June 2018.

Clearwater County has a long-established Community Peace Officer Program that has been successfully operating within the County for over 30 years. Officers employed with Clearwater County Highway Patrol are multi-disciplined and are experts in their field and are often called upon by other enforcement agencies for information and assistance.

The benefits of the Community Peace Officer Program have been recognized by many Alberta municipality's as the best option for proactively and personally protecting municipal assets (infrastructure) and ensuring the safety of the public within their communities.

The Community Peace Officer program allows municipalities the ability to direct officers to perform duties and tasks that are in the best interests of the community. This long term

community commitment by the officers enables more proactive community involvement and engagement.

The co-operation and positive relationships between the RCMP and Clearwater Highway Patrol officers is seen as a vital part of the law enforcement framework within our community. By providing more Community Peace officers to deal with the traffic and Provincial legislation as per their authorities we are allowing the RCMP the ability to focus on the more severe Criminal Code events which in turn increases their effectiveness within the community.

Community Peace Officers receive their authorities from the Alberta Justice and Solicitor General and are regulated by Provincial Legislation, Municipal bylaws and some Criminal Code legislation. Peace Officer authorities do not allow them to conduct Criminal Code investigations or respond to Criminal Code incidents but are a vital part of the local law enforcements role in reducing crime within the community.

Clearwater County's Community Peace Officer Program core services are:

- Protection of Infrastructure
- Public Safety
- West Country Management
- Community & Industry Education
- Traffic enforcement
- Proactively responding to and addressing community complaints.

Additional services that are provided:

- Reconnaissance and intelligence to assist to RCMP, and other enforcement agencies
- Patrols for aggressive driving (speed etc) & safety compliance monitoring in Hamlets and school zones.
- Public and Industry Education and Prevention Programs
- Community Crime prevention (Rural Crime watch, CPAC, Provincial Crime Reduction Task Force Initiatives)
- Joint Force Operations (Partnered efforts in enforcement such as Check Stops, long weekend increased traffic and west country enforcement operations – Example: Nordegg JFO)
- Support of Municipal programs such as the Sasquatch Program, Positive Ride, Meet Your Neighbour programs, and FCSS Guys Unleashed programs.
- Bylaw and other municipal legislative enforcement
- West Country education and enforcement programs
- Follow up and investigation of community complaints
- Emergency Management
- Emergency response to assist Police, EMS and fire.

Valuable extras provided include, but are not limited to:

- Reporting of the status of existing hazards on roads to the Public Works Department or Provincial Highways Dept.,
- Observation and reporting of damage to County infrastructure

- Investigation of serious MVC's on county roads to ensure county's liability/due diligence requirements are met, (road conditions/signage etc)
- Providing roadside assistance to motorists
- Proactive high visibility patrols to all areas of the municipality.
- Off Highway Vehicle compliance (OHV/Snowmobile)

During the Administrative review we looked at the following:

- The number of employees to current levels of service provided,
- The current and projected amount of infrastructure assets, (surfaced/gravel), and the level of enforcement required to adequately protect those assets.
- Traffic enforcement activities and the level of service required due to traffic volumes including industrial and recreational to ensure public safety.
- Clearwater County Industrial road use agreements (PW Road Use & Single trip permits) and level of service for protection of infrastructure, (2017 stats attached)
- Education and Prevention Program and the positive effects being reported by Community stakeholders,
- Conducted a feasibility study of officers working night shifts

Review Findings:

1. It is reported through the County's permit system that industrial related activities have remained unchanged in 2018 indicating a continued need for adequate staffing resources for protection of infrastructure within Clearwater County - Road Uses and Loads, Single Trip permits

	JAN-JUN 2017	JAN-JUN 2018
RUA	280	251
# LOAD	45983	40465
SINGLE TRIP PERMITS	4012	4258

2. Clearwater County currently has 341 km of surfaced roads and 2240 km gravel roads with projected growth in infrastructure in 2018/19. To assist with the protection of these assets officers inspect RUA to ensure the trucks are compliant and meet the requirements as per policy and legislation. The officers have developed a strong working relationship with industry because of the consistency of the inspection program, and work closely with industry to ensure compliance and continued protection of the Counties infrastructure. Re-instating the 5th position to assist with road protection will help reduce the amount of tax dollars that are spent on road repairs due to non-compliance that causes extensive damage to roads.
3. Trending individual and group activities and behaviors (types of violations/warnings) within the County emphasize the continued need for adequate CPO resources to assure the public safety programs desired outcomes, (traffic enforcement, prevention education

programs, West Country enforcement, number of vehicle collisions and deaths due to speed and other serious traffic offences). The May long weekend shows that saturation of enforcement officers and co-ordination of resources makes a difference in many areas. The number of contacts and violations was lower than last year may be an indication of the success of the program. We are still seeing high speeds, and reckless behavior by some individuals (higher arrests and impaired driving) but overall it is felt that behaviors of the majority during the May long weekend may be changing. The MLW report is attached for information.

During the July long weekend CPO's arranged and participated in Joint Force Checks with the Blackfalds Integrated Traffic unit. Focus was on traffic related concerns in the Nordegg area. Co-ordinated efforts between the Highway patrol department and the ITU over the last 3 years have resulted in no fatalities, major collisions or events during the weekends that the JFO's were operating.

July Long Weekend 2018 JFO Nordegg

Type of charge	Charges/Contacts
Warrants Executed	5
Vehicles Towed	5
Speed	342
Seat Belt	1
Cell Phone	2
Equipment	3
License Violation	12
Warnings	52
Impaired	2
Alcohol/Drug Suspension	2
Stop Sign	3
Intersection	1
Invalid Registration/ Drivers License/insurance	8
Suspended Driver	4
Other	5
Liquor	1
TOTAL Charges/Contacts	448

- The loss of one FTE officer position, and a continued steady number of files/complaints and public demands for officer engagement have reduced the number of violation tickets that officers issued.

Jan – June 2018- 3.5 officer positions compared to the 5 officers in 2017

JAN-JUNE	2017	2018
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FILES	283	268
TICKETS	1550	815

5. Requests for Community Peace officer participation in Industry and community activities has increased over 2018 putting extra pressure on the officer's to be able find a desirable balance with scheduling of duties.
 - a. Industry training session to ensure staff is aware of legislation and municipal laws and requirements.
 - b. Education sessions for industry/farmers regarding Legislation
 - c. Assist and attend at Community meetings
 - d. Participate in CPAC, RCW, safety days, trade show, air show, JFO's, neighbor days, FCSS Guys Unleashed
 - e. Assist other agencies (police/fire/ems etc)
 - f. Long weekend commitments (May, July, August, September)
 - g. Organize and facilitate JFO's with outside enforcement agencies to ensure the safety public. (Nordegg, CVSA, Dangerous Goods)
 - h. Administration requirements (court, disclosures, files, dockets, reporting etc)

	2017 (5 officers)	2018 (3.5 officers)
Hours worked by officers:	4765	4021
Kilometers travelled:	118567	99146

2018 OFFICER TIME BREAK DOWN

Administrative/Court	25%
Patrols/road protection/traffic	55%
JFO's/check stops/CVSA	2%
Assist agencies	8%
Education/Public engagement	7%
Officer training/recertification	3%

6. The administration was asked to conduct a pilot project on the feasibility of officers working night shifts. Stats are attached.
 - a. 5 night shifts were conducted including road bans.
 - b. Traffic was minimal after 10 p.m. to nonexistent on municipal roads after midnight.
 - c. Very low numbers of commercial traffic were observed
 - d. Less than 2 contacts per night shift vs 15- 20 on an average day shift.
 - e. Officer safety during the night – increased concerns

- f. Large vehicle inspections and weighing cannot be conducted safely at night
- g. Work alone legislation – 2 person per shift
- h. Night shifts will reduce staff availability for day time coverage during busier times
- i. Traffic counts on county surfaced roads indicate that the traffic level during the hours between 2300-0600 is minimal which is also reflected from the patrols conducted by the officers.

March 16 2018 2000 – 0100 hrs

Patrols were made on secondary Provincial 3 digit highways (referred to as Prov.), paved county roads (i.e. Oras, Prairie Creek, etc - referred to as county paved) and gravel roads.

32 passenger vehicles observed between the hours of 1900 and 0100.

No commercial vehicles were noted.

23 were on provincial Hwys

9 vehicles were on combination of paved and gravel county roads.

No violators

March 29 2018 1400-0100 hrs ROAD BANS IN EFFECT

2 passenger vehicles county roads

1 empty commercial vehicle on county road

6 passenger vehicle – prov hwy

No violators

April 21 2018 (20:00 hrs – 0100 hrs)

5 vehicles Prov. Hwy

12 vehicles county paved road

4 vehicles county gravel

No violators

June 16 2018 (1600-0000 hrs)

North fork and south area 3 vehicles & 1 commercial tank truck empty

RD Access area 2 vehicles

Rig Street area 5 vehicles

No violators

July 21, 2018 (1500-0105 hrs)

Patrol on gravel roads north of 54 and east of 11

2 RUA checks checked no violations/traffic

3 passenger vehicles on county gravel

No violators

Benefits of 5th officer position

- Officers currently multi task when on patrol checking infrastructure by dealing with traffic violations as per Provincial appointment and provincial regulations.
- 75-80% infrastructure protection. Infrastructure Protection is proactive, officers have to look for violations.
- Highest ratepayer complaint is traffic violations. Officers rarely receive complaints about overloads, usually locate violators when conducting patrols around county.
- With 5 officers we are able to keep level of service same as in 2017 or higher.
- Officer court time/prep is usually generated due to overloads and other large \$\$\$ tickets. Court due to speeding is a small portion of court commitment.
- 5 officers allows for shift schedule that includes various officer coverage with 2 officers per shift. (To mitigate officer safety & work alone concerns)
- Allows for shifts 6 days/per week (80% of the year, taking into consideration sick/vacation etc) between the hours of 6 a.m.- 8 p.m.
- Night shifts:
 - Concerns with night shift are:
 - do not carry firearms, (Officer safety)
 - increase in encountering incidents or getting involved in situations that are o/s of officer's authority,
 - Lack of backup if problem occurs (officer safety)
 - Communication concerns,
 - Less than 5 officers scheduling of 2 officer/shift for working alone and officer safety would not work,
 - Less than 5 will result in less hours of coverage during peak times when heavier traffic and RUA movement is, most RUA moves occur during the 6 am and 8 pm period that officers currently work. There may be the occasional truck that is moving outside of those hours but it would not be frequent enough to support an officer on till that time.
 - Not the best use of officer time when dealing with infrastructure problems,
- 5 officers allows for continued proactive support of education and community programs RCW/CPPAC/Highway clean ups/PR/Sasquatch etc)
- Ability to continue to fulfill the key mandates of our department at current level as last year
- 5 officers allows for OH&S and working alone requirements in remote areas to be met by 2 officer scheduling by managing Hazard Risk assessments and liability concerns .
- Continued support of west country economic development and safety through patrols and programs throughout the summer.
- Support and interagency co operation with county departments, fire, EMS, police
- Ability to service all parts of the county equally through preventative patrols and programs. (2000+ km county roads/20,000 sq km of county)
- Continued leadership roles in JFO's and checkstops (Nordegg/long weekend etc)

- Allows us to be able to support the RCMP with minor complaints (abandoned vehicles) so that they can focus on the more serious crimes in community. (RMH, Sundre, Rimbey Innisfail)
- Continue proactive interaction with businesses/ratepayers etc (brochures/education talks etc.)

May Long Weekend Report

Multi-agency Taskforce



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EXECUTIVE SUMMARY

Marking its 14th year in operation, the 2018 May Long Weekend Joint Taskforce was a success, as various law enforcement agencies, hospitals, emergency response teams, and government agencies, came together in an effort to prevent and mitigate the recreating community from causing harm to the environment and to themselves. The Taskforce was implemented once again to ensure compliance within user groups and to ensure that everyone has a safe and enjoyable long weekend.

2018 saw a level of compliance that has not been seen in the previous 25 years. Across the region, this tone of compliance and respect is seen as a testament to the increased presence and level of law enforcement, education, as well as a changing attitude in the public. In addition to this changing attitude is that members of the public are asking to be checked for compliance and therefore stimulating greater conversations with members of the Taskforce team. This has led to not only healthier relationships with law enforcement but made the team aware of other goings on in the area. This is a continuous trend which was also seen in 2017, as the public has acknowledged and respects the efforts of the Taskforce and understands the need for this work during this typically chaotic weekend.

This initiative has seen positive results in the way of mitigation and displacement; the preventative measures undertaken by the numerous agents of the Taskforce has enabled Rocky Mountain House and its surrounding areas to unearth the social issues that underlie the chaos that is May long weekend. For instance, drugs intercepted by law enforcement may have prevented possible overdoses and fatalities with grad parties in the area, whereas check stops may have prevented disastrous motor vehicle accidents by detecting improperly hitched trailers, damaged wheels, as well as the anticipated impaired drivers.

With the observation of several user groups recreating on the land prior to May long weekend, the Taskforce was expecting a sizeable influx of recreationists as the weather promised to be perfect for the first long weekend of summer. Rain showers Thursday evening did not deter the public from arriving early.

The Taskforce was able to connect with approximately 5,874 individuals this year and saw an influx of approximately 10,660 people into the region.

Once again, this program and its collaborative efforts executed by the various agencies proved to be valuable and had a positive outcome as outlined in the statistics.

INTRODUCTION

Typically one of Alberta's busiest weekends of the year, the Victoria Day (May) long weekend, is initiation into summer. With few long weekends during our short Alberta summers, the general public from all user groups flood into Rocky Mountain House and its surrounding areas. Camping, quading, boating, and grad parties to name a few, impact the region exponentially not only from an environmental point of view, but from a socio-economic standpoint as well.

These societal issues are not isolated to Alberta Environment and Parks (AEP), but span across all sectors of government. Municipalities, provincial and federal governments, and Clearwater and Brazeau counties all feel its impacts on the community and environment. Therefore, this multi-agency Taskforce benefits all sectors of government as we hope to attain compliance through prevention, mitigation, education, and enforcement. Working together, we are spreading consistent messaging regardless of user group type and location.

Planning for the May long weekend commenced in the beginning of April with representatives from all divisions of the Taskforce agencies setting clear directives and tentative plans. Additional meetings were conducted to finalize plans and exercise any concerns from agency members. These meetings were beneficial as formulating plans and consistent messaging was addressed, therefore presenting a unified Taskforce to the public. The boundaries that are in focus for the weekend run from Drayton Valley to Sundre and from Rimbey to the western National Park border. This large expanse that needs to be covered is one reason why proactive planning is so crucial; effective communication is vital to successful enforcement and legislation education.

With the amalgamated partnership that has solidified throughout the years, and especially through the generalization that with an influx of people, comes an influx of problems, an overall positive impact has been seen in user groups on the landscape, and in the use of our natural resources. Although, despite the efforts undertaken by the various agencies, there are usually a select few that continue to cause environmental damage and disregard the rules and regulations. As all agencies are experiencing staffing shortages and other constraints, the collaborative effort of working together helps lighten this load as we strive to minimize the negative impacts from the various user groups.

PARTICIPANTS

The following agencies were actively involved in the planning and execution of the May long weekend program. Thank you for your ongoing participation and cooperation in this endeavour.

Environment and Parks (AEP)

- Operations Division, Rocky Mountain House/Sundre
- Strategy Division
- Parks Division, Rocky Mountain House / Spruce Grove

Agriculture and Forestry (AAF)

- Forestry Division, Rocky Mountain House

Royal Canadian Mounted Police (RCMP)

- Rocky Mountain House Detachment
- Sundre Detachment
- Rimbey Detachment
- Drayton Valley Detachment
- Breton Detachment

Justice and Solicitor General

- Commercial Vehicle Enforcement
- Fish and Wildlife Enforcement Branch

Municipal Government

- Clearwater County Highway Patrol
- Brazeau County Enforcement
- Lacombe County Enforcement
- Clearwater Regional Fire Rescue Services (CRFRS)
- Town of Rocky Mountain House Protection Services

Other Agencies

- Alberta Health Services
- Associated Ambulance
- Caroline Ambulance
- Rocky Search and Rescue

OBJECTIVES

Strength in numbers really resonates for the assemblage that is May Long Weekend. As people flood in throughout the weekend, we must also grow in strength and prevent a united front. Working together as an organized team rather than as individuals brings about a different type of strength; not only physical strength, but strengthens educational messaging, and brings a vast array of knowledge from many different areas which allows us to take advantage of individual and agency strengths. We are able to rely on each other to cover activities outside our own knowledge and mandates, and learn from each other.

Over the course of the weekend, the Taskforce addresses the following:

- Consistent message delivery by all agencies
- Manage infractions in a consistent manner
- Increased manpower deployment in problem areas

- Educate users regarding garbage, responsible camping and OHV use, safe operation of OHVs, etc.
- Pair-up Lands Officers, Agriculture and Forestry Officers, and Recreation Engagement Officers with Law Enforcement Officers
- Improve co-ordination of patrols to provide multiple contacts to problem groups
- Vary patrol types to engage different users (jet boat, OHV, helicopter, road patrols, and roving check-stops)
- Increase enforcement presence and public safety messaging to reduce the number of and ultimately avoid recreation-related fatalities (objective is three or less in the Taskforce area).
- Increase contact with youth groups early on to set tone for the weekend. Do not wait until things are out of control before attending site. Follow up at these locations throughout the weekend.
- Minimize the amount of garbage left behind after the weekend
- Process to deal with abandoned fires and fire bans (weather-dependent)
- Adjust resources to account for personnel unavailability due to unforeseen activities such as a search or fire ban

PROCESS

The preparation for the May long weekend commenced with an initial meeting held in April with participating Taskforce agencies.

The meeting covered the following topics:

- 2018 provincial and regional priorities
- Participants and commitments of staff
- Provincial changes
- Mapping
- Check stops, wildfire management, joint patrols
- Media communications
- Patrol areas
- Statistics reporting

Plans for the weekend were drafted and followed up with corresponding Taskforce members to confirm participants, staffing requests, communications plans, and finalize locations of patrols and check stops.

Additional meetings were held and plans were finalized, although still flexible, allowing enforcement to go where needed. The final meetings discussed:

- Confirmation of participants
- Locations of check stops
- Communications plans

Furthermore, preparation for possible STARS missions were undertaken by AEP staff as they mapped out potential landing sites and added these to the digital maps that were accessible by all Taskforce participants.

IMPLEMENTATION

With the final plans created and approved by the Taskforce participants and agencies, AEP created and distributed the '2018 May Long Weekend Package' which was used as a handbook for the weekend. This manual contained all participating agencies' contact information, maps, and enforcement information in regards to interacting with user groups on Public Land. A digital copy was also supplied to all involved.

Maps included common and historic "hot spots", popular random camping sites, and STARS access sites. Digital downloadable maps were also provided by AEP in order for enhanced geo-referencing.

Industrial garbage dumpsters provided by Jimbob Rentals were strategically placed throughout the region at popular camping sites that were expected to see a large influx of people. This was implemented to cut down on large amounts of garbage left behind as well as decrease the amount of "garbage sites" seen during and after the long weekend. The costs of the dumpsters were 100% covered by sponsoring companies which came to a total of \$4,795. The companies are as follows: **Tidewater Midstream and Infrastructure Ltd.**, **Ikkuma Resources Corp.**, **Keyera**, and **PAOG**. The dumpsters were transported to specific areas in South Fork, Big Horn Dam, Shining Bank and Ho Chi Min Trail Road., Rig Street North, and Rig Street South as these were established to be particularly poor areas for garbage in the past.

Morning briefings were held at the Rocky Mountain House RCMP detachment with the ability to phone in via conference call. These meetings served to establish any changes in plans that needed to be made and recognized locations of high concentrations of people on the landscape in order to further update enforcement and emergency response plans. This information was then dispersed to all participants as well as relevant information concerning the previous days' events.

STATISTICS

The collection of information from the May long weekend is recorded in an 'Enforcement Stats Reporting Form' that is distributed to participating agencies via the '2018 May Long Weekend Package' as well in the digital package. The data is then submitted to an AEP staff member for compilation.

The data collected is constructive in determining the severity of use on the landscape, identifies user groups, and aids in establishing hot spots and therefore where more enforcement should be directed in forthcoming years.

Alberta Health Services also receives a data collection form specifically geared towards recreation activity and injury. This data allows us to determine the type of accident a patient was involved in as well as whether or not alcohol and/or drugs were a factor. It also aids in gauging the severity of the weekends activities. STARS Air Ambulance is also contacted after the long weekend and statistics are reported to AEP.

Traffic counters were placed along busy roads to capture the quantity of vehicles coming in to the region. This data supports the estimation of the influx of the general public and provides the forthcoming year with hot spot locations. The traffic counters were deployed one full week prior to the long weekend to provide a baseline estimate of the average users versus the may long weekend users; it serves to understand the fluctuations in traffic volume compared to that of the May long weekend.

Although not all agencies submitted results, the results that are shown give a very good example of the May long weekend enforcement actions.

RESULTS – Enforcement

This year was very successful in regards to public engagement with a total of 5,874 individual contacts made (**Figure 1**), 4,105 vehicles through check stops (equates to approximately 12000 people), and approximately 607 OHV's checked (**Table 1; Figure 2**). Across the board, all agencies felt there was a rise in compliance and behavior with a total of approximately 533 violation tickets written, 38 written warnings, and 374 verbal warnings. Commercial Vehicle Enforcement also noted numerous dangerous speed violations. One of which was reported at a speed of 164 km/h.

The introduction of the OHV helmet law that came into effect in May 2017, still saw some users without helmets, but the majority were in compliance. Numerous 'Found Compliant' stickers were issued throughout the long weekend to OHV users. These stickers were only given when the user was found fully compliant (head light, tail light, license plate, muffler, spark arrester, registration, ID, etc.) and used as a guarantee that the operator did not need to be checked by enforcement again, thus preventing the lengthy process of being checked numerous times and therefore irritating the user. Throughout the course of the long weekend, it was found that law enforcement was approached more often than not by the user, for compliance stickers. This was a positive response from the public as more OHV users were found

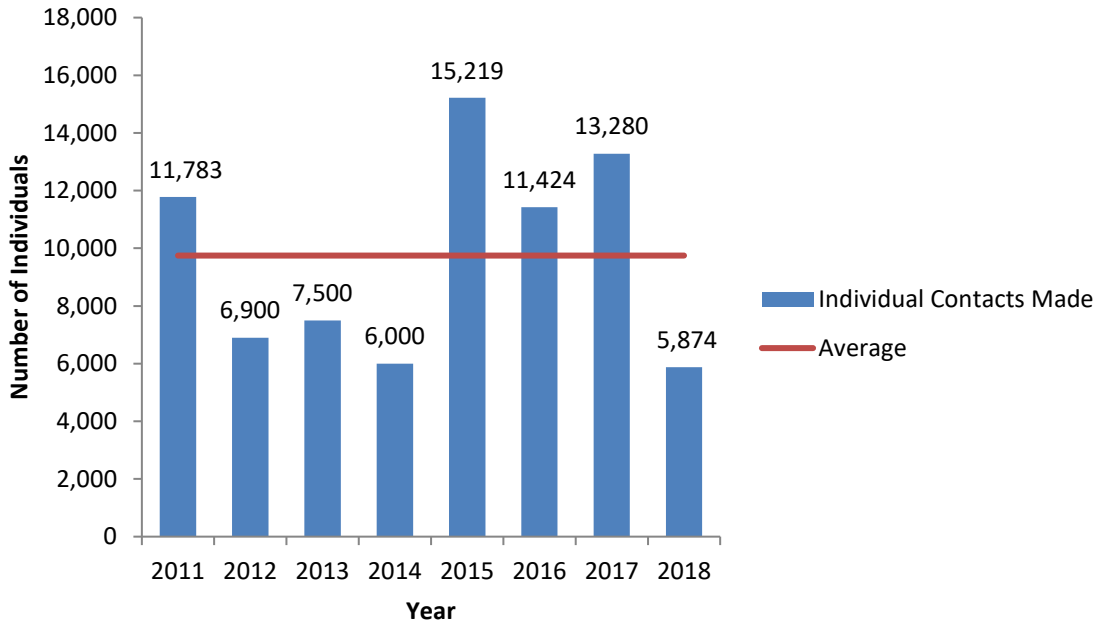
compliant than non-compliant and gladly sought out law enforcement members, which in turn created more interactions and conversations as to activities in the area.

Table 1: Summary of the May long weekend statistics from 2010 to 2018.

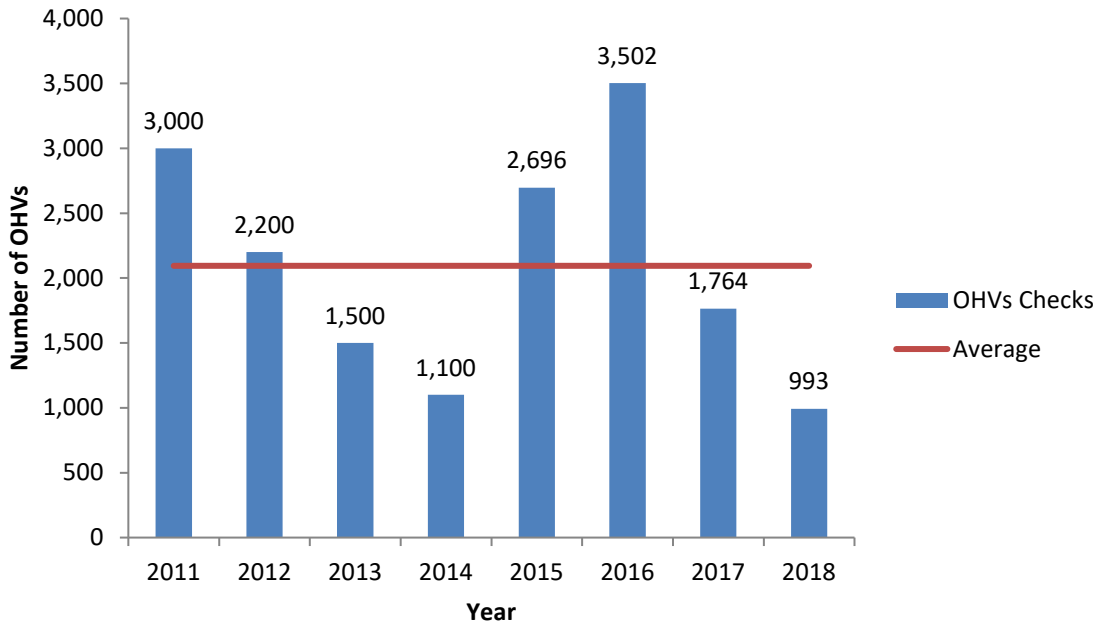
	2010	2011	2012	2013	2014	2015	2016	2017	2018
Taskforce Officers	112	127	128	100+	80+	70+	70+	65+	60+
People Checked	8,250+	11,783+	6,900+	7,500+	6,000+	15,219	11,424	13,280	5874*
Vehicles through check-stops	NM	NM	NM	2,000	2,315	4,270	2,214	2,736	4,105
OHVs Checked	3,300+	3,000+	2,200+	1,500+	1,100+	2,696	3,502	1,764	607*
Monster Trucks	30+	12+	10+	10+	NM	20+	5+	NM	NM
Horses	50+	10+	15+	10+	10+	NM	NM	NM	NM
Jet Boats	0	2	4	4	0	0	0	8	NM
Canoes	0	0	12+	NM	0	0	0	20	NM
Written Tickets	1,071	846	694	1,099	815	957	627	1,108	533*
Written Warnings	151	26	20	20	149	NM	NM	33	38*
Verbal Warnings	NM	477	250+	200+	200+	290	252	496	374*
Impaired Drivers	5	4	9	7	9	5	6	6	11
24 HR Suspensions	16	4	12	NM	5	10	9	10	8
Arrests	36	41	34	7+	23	29	28	10	28
MVC Injury	NM	NM	NM	NM	1	5	1	1	2
MVC Non-injury	NM	NM	NM	NM	5	11	8	5	8
Fatalities	NM	NM	NM	NM	0	1	1	0	1
Abandoned/Damaged Vehicles	NM	NM	NM	NM	5	12	6	8	4
Abandoned Fires	25	4	6	12	3	26	0	0	NM
STARS Missions	NM	NM	NM	5	1	3	2	1	5

NM = No Measure/No Data

*The number for 2018 will be less as not all agencies submitted data



*Figure 1: Individual Contacts made by the Taskforce agencies



*Figure 2: Number of OHV's checked by Taskforce agencies

RESULTS – Hospitals

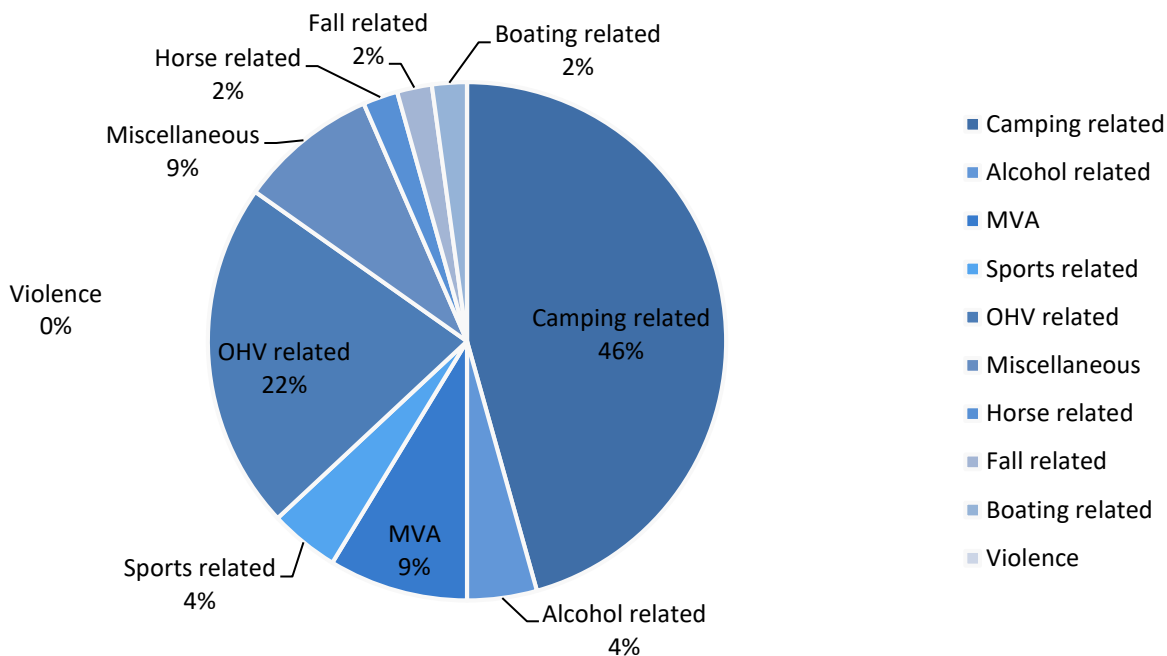
Rocky Mountain House, Rimbey, Sundre, and Drayton Valley hospitals were provided data sheets to record any patients that sought medical assistance from 0800 hours on Friday, May 18th to 2300 hours on Monday, May 21st. Statistics from these participating hospitals allows the region to gauge the severity of injury and determine if and where more enforcement is needed that may correlate to said injury. Furthermore, by determining whether or not alcohol is a factor in the resulting accident, in the coming years the Taskforce may want to reallocate resources to susceptible locations which may for example, result in different locations of check stops or an increase in check stops.

Camping and OHV accidents still saw the largest amount of hospital visits in the region at 46% and 26% respectively, followed by motor vehicle accidents (MVA's) at 9% (**Figure 3**). These totals varied slightly from 2017 as camping incidents were 36% and OVH related accidents were at 29%. Camping related accidents will typically always see the higher amount of hospital visits, and usually remain minor injuries such as falling off a step or a foot run over by a car, but a decrease of 3% from 2017 to 2018 in regards to OHV related accidents is promising. This could symbolize the Taskforce's positive interactions with the public as well as proactive education and mitigation through presence.

The Rocky Mountain House Health Centre continues to see the largest number of patients during the May long weekend. For 2018 they treated 30 patients, a decrease from last years' number of 46 whereas Rimbey Hospital and Care Centre saw a total of 15 for 2018 which is an increase from 2017's number of 12 patients (**Figure 4**). Unfortunately, 2018 saw a slight increase in the percentage of drugs or alcohol in the system of patients that were treated at the hospital (**Figure 5**). In 2017, 16% of treated patients were recorded as being under the influence where 2018 saw that number increase to 22%. On the other hand, those that were treated concerning OHV related injuries, only 18% were under the influence where 82% of the users were not (**Figure 6**). This is a notable statistic that directly correlates to the efforts of the Taskforce which sees a drastic change over the years.

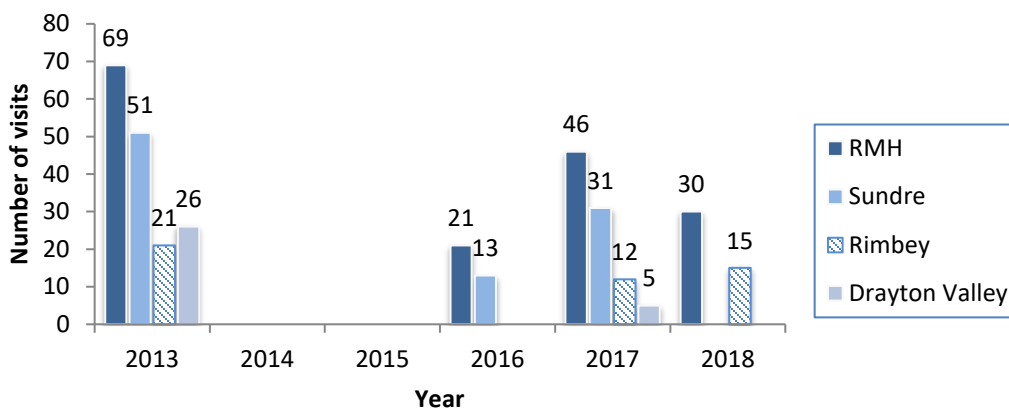
May long weekend still sees a fair number of MVA's that happen while under the influence of drugs or alcohol, but luckily this number remains small for 2018. 4 MVA's occurred over the course of the long weekend, with 50% of these driving under the influence of drugs or alcohol (**Figure 7**). This information will aid in determining whether there is a need for an increase in check stops or different locations. However, it is impossible to catch every impaired driver on the road during a long weekend and the occurrence of only 4 incidents is a vast improvement from previous years.

Causes of Hospital Visits



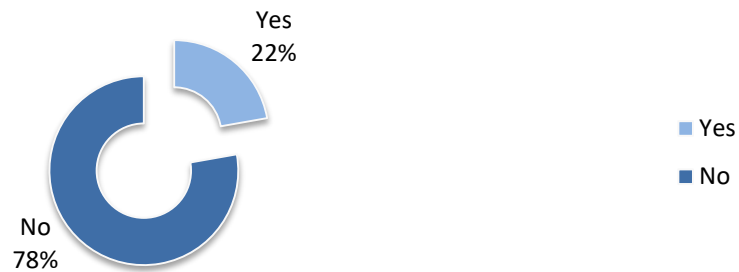
*Figure 3: Reasons for hospital visits during the May long weekend.

Comparison of Hospital Visits



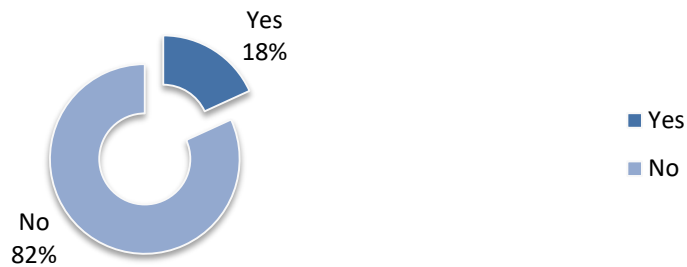
*Figure 4: Data for 2017 and 2018 not available. No data measure provided for Sundre and Drayton Valley hospitals for 2018.

Drugs/Alcohol Present During Hospital Admission



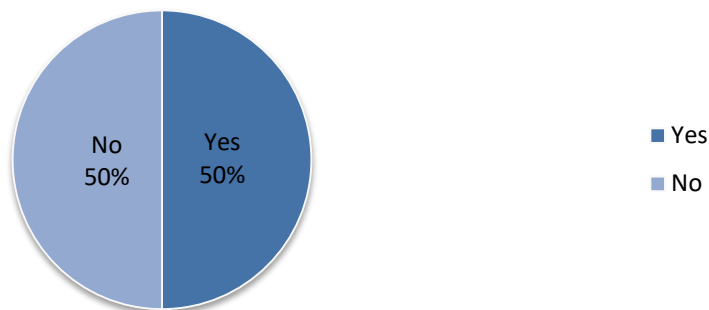
*Figure 5: Hospital visits under the influence of drugs/alcohol

Drugs/Alcohol Present While Operating an OHV



*Figure 6: Percentage of drugs/alcohol as a contributing factor while operating an OHV at time of hospital visit.

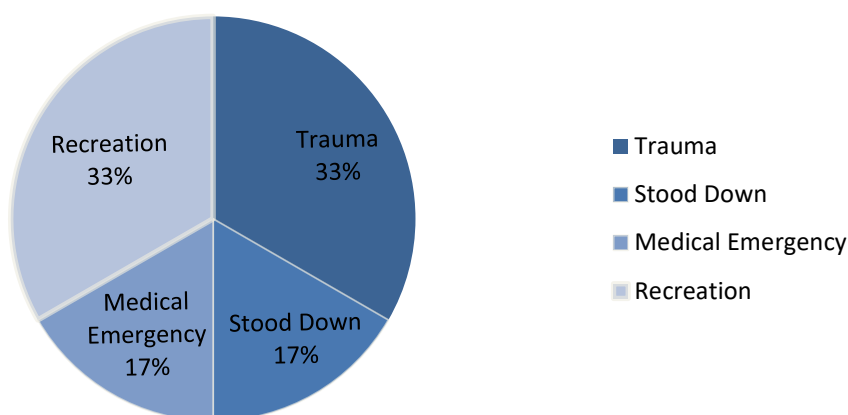
Drugs/Alcohol Present in MVA



*Figure 7: Percentage of drugs/alcohol involved in motor vehicle accidents at time of hospital visit

This year, STARS was contacted six times and flew a total of five missions to the locations of Rocky Mountain House, Sundre, and Wetaskiwin. The system does not specify specific injuries but labels them as Trauma (bodily injury from a fall, etc.), Recreation (ATV/motorcycle/horseback, etc.), or Medical Emergency (**Figure 8**). The data collected does not state whether alcohol was a determining in the injuries. Last year, 2017 saw a total of 1 STARS mission flown where this year compares to the total flown in 2013 (**Table 1**).

STARS Missions



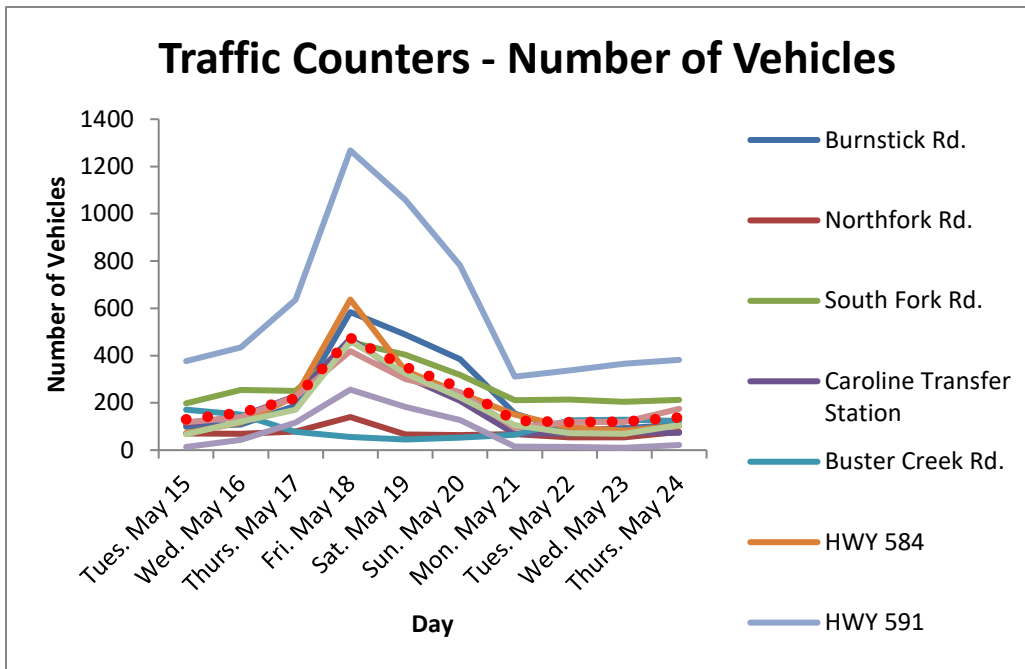
*Figure 8: Percentage and type of STARS missions flown

RESULTS – Traffic

Again for 2018, traffic counters were deployed by WSP on Friday May 11th until Thursday May 24th. By deploying the traffic counters a week in advance, we were able to establish a solid baseline of public land users that frequented the area on a semi-regular basis and therefore could determine the onset of users specifically for May long weekend. Some areas saw an arrival of 5x the amount of people where other areas saw an increase of upwards of 11x the amount of people (**Figure 9**).

These numbers are crucial in establishing enforcement locations, use on the landscape, and can aid in determining future locations of check stops.

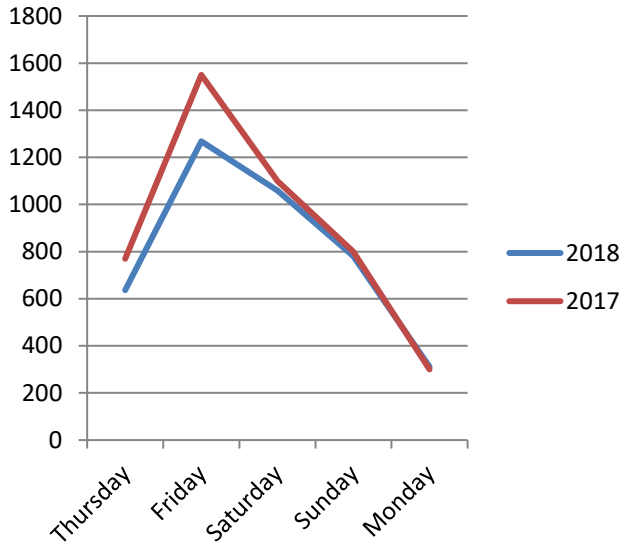
It was estimated using the traffic counters and an agreed upon average of people in vehicles, that the region saw an influx of approximately 10,660 people on Clearwater County main access roads to the West Country. This doesn't include HWY 11 or the Sunchild road. With the number of vehicles through the check stops it would equate to an additional approximately 12000 people.



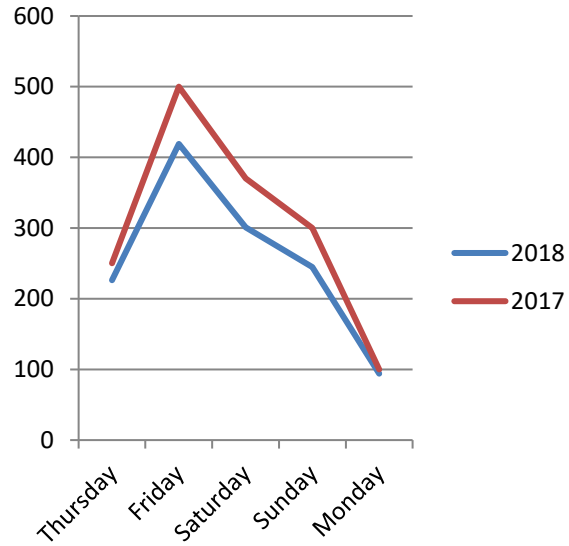
*Figure 9: Total number of vehicles on particular roads over the May long weekend

From the results below, comparisons have been made between 2018 and 2017 in popular high-traffic locations. **Figure 10** and **Figure 11** indicate a decrease in traffic for 2018 compared to that of 2017. While the economy, the weather, and several other factors may have been an influence, other locations that have historically been less busy, saw a strong rise in traffic (**Figure 12 and 13**). This could signify that some random campers, more so family groups, are now opting for quieter retreats knowing how “chaotic” the more popular sites such as Rig Street and South Fork, can be. It can be argued that these groups seeking quieter areas will consequently be more respectful to the land. However, it could be the opposite, where the influence lies in users preferring the less patrolled law enforcement areas, and therefore may lead to more garbage sites. These comparisons may need to be taken into consideration for coming years.

HWY 591 Comparison

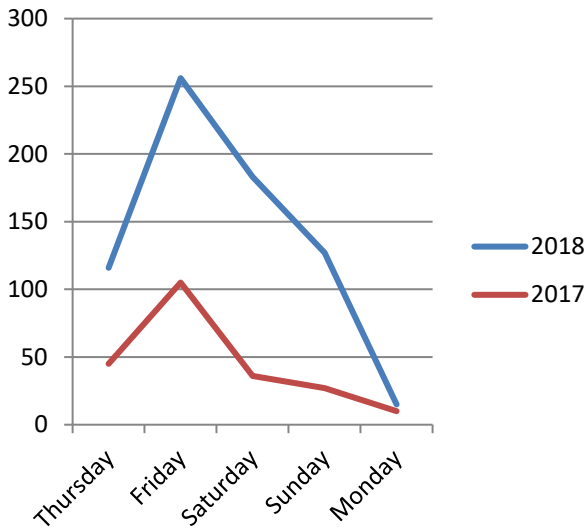


HWY 752 - Comparison

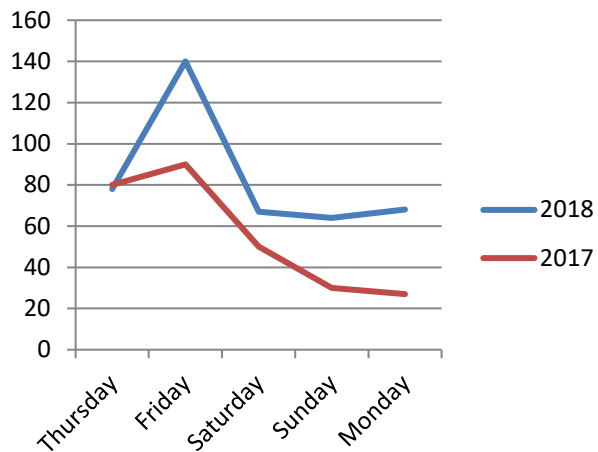


*Figures 10 and 11: Show the comparisons between 2 most frequented areas

TWP 34-4 Comparison



Northfork - Comparison



*Figures 12 and 13: Show the comparisons between 2 less popular areas

DEBRIEF

This year, a debriefing was not held, instead an email was sent out imploring those with comments regarding the weekend to submit them. It is a chance to determine what worked and what did not work and therefore identify areas of improvement.

Hot spots, as discussed at the initial and accompanying meetings, were the main areas of focus and were patrolled using both truck and OHV's. The OHV patrols were especially effective as it allowed the Taskforce members to reach particularly hard-to-reach areas of the backcountry, thus increasing the number of contacts made. Patrols also targeted several grad parties that were in the area, and continuously checked in as needed with these users therefore reducing any possible injuries and fatalities that may well have occurred, and held them responsible for "Respect[ing] the Land" by cleaning up their site. At several of these grad parties, license plates were recorded and the users told that they would be contacted if the site was not to our standard. This held the party goers responsible and amenable to restoring the site to a better-than-the-original state. Due to this, and to Taskforce members visiting sites before users departed, garbage sites were at a decline for 2018.

Alongside RCMP, F&W, Peace Officers, Alberta Parks and other law enforcement, Public Lands Officers, Agriculture and Forestry staff and Recreation Engagement Officers, assisted in the joint patrols and check stops as they helped by providing knowledge of the area, increased public education, and assisted Officers regarding public land legislation. The Public Lands staff also spearheaded the May Long multi-agency meetings, created the 2018 Long Weekend Packages, and wrote the final report. In addition, the assistance of the Commercial Vehicle Enforcement Branch of JSG (CVE) to aid in conducting check stops on non-commercial vehicles was extremely helpful.

Once again, the general public was pleased to have law enforcement conducting patrols and monitoring the areas. Numerous times, law enforcement was asked to show their presence in certain areas which allowed the compliant users to really enjoy their long weekend. Public behaviour is changing for the better and so cooperation between agencies is more important than ever. As manpower costs are generally higher due to overtime induced, the net benefits far outweigh the costs associated with fatalities and severe injuries. Through coordinated efforts the task force was able to intercept a large amount of drugs near the Drayton Valley check stop and the South Fork area. If we were able to prevent such substances from being distributed to grad camps and other areas thereby saving even one life, these coordinated efforts have already paid dividends.

WHAT WORKED

- Jet boat patrols
 - Patrol found several OHV users along the shoreline of the North Saskatchewan River
 - Encountered a capsized canoe and aided in the rescue of two occupants
 - The combined agencies for these patrols were very effective
- Check stops
 - Messaging was able to be passed to a large number of people over a short period of time
 - Provided a presence and showcased how all the agencies are working together
 - Contacts and relationships of trust were built between organizations
- Morning briefings
 - Emails regarding the previous days' events were helpful
 - Having every agency identify locations where patrols were planned was beneficial prior to the weekend
- Road Side Screening
 - Having the RCMP and road side screening was beneficial In regards to detect impairment on OHV's
- Recreation Engagement Officers on OHV patrol
 - Freed up RCMP and F&W Officers to deal with situations that arose

WHAT DID NOT WORK

- Location of Caroline check stop
 - Only westbound traffic was checked missing eastbound traffic (specifically those coming from the Caroline rodeo).
 - Set up left Officers vulnerable to traffic headed eastbound – Officers in the inside lane
- Location of Hwy 771 check stop
 - Location was found to be a bit slow and found to be dependent on where the public went camping.
- Law enforcement presence
 - One agency believed there was too much presence at times due to lack of communication
 - i.e. South Fork patrol: 7 Officers on OHV's may have been too much – group could have been split up into groups of 2 or 3 to cover more area.
- Initial Planning - Meetings
 - Planning of dates should include Fire Services to ensure representation at the meetings

RECOMMENDATIONS

- Memorandum of Understanding (MOU)

- To be renewed for 2019 to allow a larger area to be patrolled while allowing the team to be flexible enough to relocate resources where required.
- Statistics Reporting Form
 - Changes made to reflect accurate action items (i.e. arrests made, jet boats, etc.)

CONCLUSION

The strength of this program continues to increase with the willingness of the various agencies working together as a team to aid in progressing the public attitude in regards to acceptable social and environmental behavior. This team not only deals with social issues and the socio-economic issues that arise in the community at this time, but also the bureaucratic issues that accompany the operational delivery of this particular program. The relationships formed through this Taskforce along with the individual community influence and contacts are vital when dealing not only with current issues but also with any issues that may surface in the future. Through all facets of government we can continue to build upon public perception accepting responsibility of “not my backyard” and “not my obligation” mindsets and reverse this deterred accountability to the proper protection of this region by creating and encouraging environmental stewards.

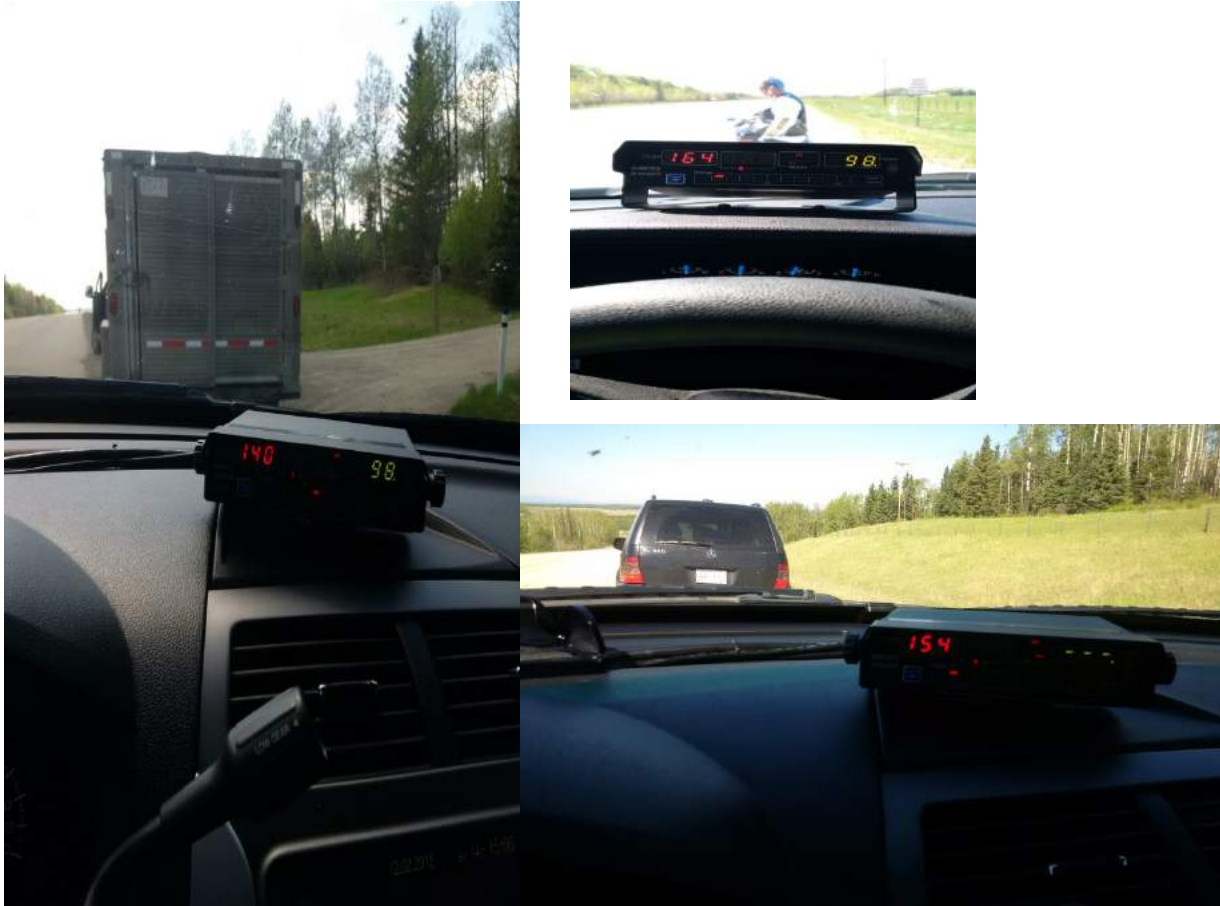
Violation tickets issued were less this year compared to previous years as the general public is becoming more aware of the expectations and consequences of their decisions. Prior to the formation of the Taskforce, fatalities occurred on a regular basis but prevention through years of coordinated efforts have proved to be effective. During this long weekend, although one fatality did occur, it was determined that drugs or alcohol was not a factor as were most incidents in the past are caused by these components. Without the support and overtime continuing to be supplemented by the various agencies it would not take long for the things to revert back.

Recruitment of staff from Supervisors and Managerial staff in all agencies, along with their community influence and contacts, is also what makes this program successful; these relationships are invaluable to this multi-agency Taskforce.

APPENDIX



Photos provided by CVE – Trailer hitch not latched (top photo) and an SUV pulling utility trailer loaded with a side-by-side came into Caroline check stop. After initial inspection, asked to pull 20 feet into the ditch for further inspection and wheel came off (bottom photo)



Photos provided by CVE – Speeders caught: 140 km/h, 164 km/h, 154 km/h



Photo provided by M. Biggs – RCMP, F&W, and Recreation Engagement Officer quad patrol at South Fork



Photos provided by S. Shenfield – OHV patrol at Medicine Lake (top photo) and Big Horn Dam, (bottom photo) with Breton & Rimbey RCMP, Alberta Parks, and AAF and AEP staff



Photos provided by M. Biggs – BEFORE: Grad party site that was visited the morning of Monday, May 21. Party was told to clean up, vehicle licence plates were taken and were told they would be contacted if the site was left a mess



Photos provided by M. Biggs – MIDPOINT: The grad party cleaned up very well. All garbage collected and to be picked up when a parent came to pick up the trailer.



REQUEST FOR DECISION

SUBJECTS: Rocky Mountain House RCMP Enhanced Policing Services		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Public Works	WRITTEN BY: Sgt. T Miller, Community Peace Officer	REVIEWED BY: Erik Hansen, Director Public Works Infrastructure & Rick Emmons, Chief Administrative Officer
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 (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Community Well Being	PRIORITY AREA: 3.2	STRATEGIES: 3.2.1
ATTACHMENT(S): Enhanced Levels of Policing Services Presentation/ RCMP Joint Business Plan 2017- 2018		

STAFF RECOMMENDATION: That Council reviews the information provided and direct staff to bring this item back for consideration during the 2019 budget deliberations.

BACKGROUND:

1. Rocky Mountain House RCMP did a presentation to Council on July 10, 2018 explaining the Enhanced Levels of Policing Services that are available to Municipalities at a cost.

- | | |
|----------|---|
| Option 1 | Long Term contract with Province for full time RCMP Officer (min 3 years) at cost of 70% of Provincial rate for RCMP (est. \$158,000) |
| Option 2 | Contracting of RCMP officers for limited specified periods of time at an overtime rate per officer (88.00/hr) |

Administration reviewed the proposal and are presenting the following for Council's consideration:


- The RCMP are contracted by the Province to provide policing to Municipalities that are under 5000, MD's counties, Improvement Districts, Metis & First Nation Settlements at no direct cost to these communities.

- The RCMP have been doing this presentation to municipalities throughout the Province.
- This could be viewed as another example of provincial downloading to the municipalities to fulfil their contractual obligations to the rate payers in these communities.
- The Alberta Justice and Solicitor General/RCMP Joint Business plan for 2017/18 (attached) clearly indicates that the Provincial Gov't and RCMP have a mutual commitment to be leaders in police and to provide excellent law enforcement services to communities, and to remain steadfast in their commitment to the safety of Albertans in their homes, on the roads and in their communities.
- Clearwater County currently provides funding to the Rocky Mountain House RCMP for:
 - 2 Administrative Support
 - 1 PROS reader
 - 1 School Resource Officer
- Several municipalities that had the Option 1 enhanced policing indicated they cancelled or did not renew their contract with the RCMP. Mostly due to enhanced positions being vacant and not filled for long periods of time, lack of community commitment due to transfers of officers, inability for municipal direction of the officers within their communities, officers been drawn away from contracted duties to deal with excessive workload at detachment level.
- The newly implemented fine system as of June 1/18 does not guarantee revenue back to municipality unless a municipal code is put on ticket, if it not designated by Municipal code it automatically reverts back the Province.
- Enhanced policing model limits the Municipality in ability to direct officers to ensure community needs are met.
- A large part of Clearwater County's geographical area is Crown land that is regulated by the Province.
- It was not clear from the presentation if the statistics that were provided include the First Nations.
- Statistics provided for Rocky Mountain House showed a decrease from 2016 to 2017

Persons crimes	2016 – 230	vs 2017 - 187
Property crimes	2016 – 941	vs 2017 - 937
Other Criminal Code	2016 – 288	vs 2017 - 228

- Statistics provided show the top 10 file types by frequency and workload involve traffic related incidents.
- Option 2: In the past, the Province has provided funding to the RCMP to pay for overtime shifts in Clearwater County to assist with management of the long weekends with a large portion provided for the May long weekend, which indicates they are aware of the staffing challenges that the local detachments face during these times.

See Attached




Enhanced Levels of Policing Services

Clearwater County

July 10th, 2018

Presentation by:
Pat Harrist,
 Police Planning & Contract Coordinator, Law Enforcement and Oversight
 Alberta Justice and Solicitor General
 &
Inspector Shane Ramseemal
 Operations Strategy Branch
 RCMP Headquarters, K Division Alberta




Alberta Justice and Solicitor General



Alberta Justice and Solicitor General


Alberta's Seven Point Action Plan to Address Rural Crime - 2018

- **Crime Reduction Units**
 - 39 additional Regular Members and Analysts comprise four District Crime Reduction Units to augment PPS Detachment resources;
- **Specialized Police Intelligence**
 - 6 additional intelligence focused Regular Members, 4 Civilian Analysts to identify prolific offenders, target "hot spots" and organized crime;
- **Policing Support Centre – Data Center**
 - Enhancing Police Officer time on the streets protecting our communities;
 - 23 Public Service Employees will input investigative data, dictated over the phone by Police Officers;



Alberta RCMP Provincial Police Services

- The Province contracts the RCMP to provide Provincial Policing Services to urban communities with a population of less than 5000 (towns and villages) and to Municipal Districts, Counties, Improvement Districts, Métis Settlements and First Nations communities, regardless of population, at no direct cost to these communities.
- Clearwater County is covered by five RCMP detachments:
 - Rocky Mountain House
 - Sundre
 - Breton
 - Rimbey
 - Innisfail
- Alberta will spend \$256 million in fiscal year 2018/2019 towards the Provincial Police Service located in 113 Detachments.



Alberta Justice and Solicitor General



Alberta Justice and Solicitor General

Alberta's Seven Point Action Plan to Address Rural Crime (cont.)

- **More Crown Prosecutors**
 - \$2 million will allow the Alberta Crown Prosecution Services to hire up to 10 Crown Prosecutors who will focus solely on rural Alberta;
- **Coordination Amongst Provincial Enforcement Agencies**
 - Engaging additional "eyes and ears" for Police;
- **Enhanced Technology**
 - Incorporating bait programs, tracking devices to aid in offender identification and organized crime links;
- **Public Education and Community Engagement**
 - Partnerships with Community Crime Prevention Groups, Rural Crime Watch, Citizens on Patrol, reinforcing reporting all incidents to Police and reducing opportunity for crime to occur.



Objective of Enhanced Policing

- Communities policed by the RCMP can purchase additional policing if they desire an enhanced level of service (over and above the base level of service being provided by the Province).
- Examples of enhanced services include:
 - School &/or Community Resource Officers
 - Drug enforcement initiatives
 - Crime prevention
 - Augmentation of local Detachment resources
 - Crime Reduction Unit
 - Domestic Violence Response Unit
 - Police and Crisis Team (AHS – Provincial Capital Region)



Option 1

- One community subcontracts with the Province for a long term full time RCMP Member (minimum term 3 years).
- Cost to the community is the 70% portion currently paid by the Province for an RCMP Member (estimated \$158,000 per year for fiscal year 2018/2019, adjusted annually for inflation).
- If the resource is for dedicated traffic enforcement, the community receives fine revenue (notification to local Court Services is required).



Total Enhanced Agreements (March 31st, 2018)

- Enhanced Policing is a popular program
 - 28 MDs and 3 government departments have agreements with 58 full-time resources (Option 1)
 - All for frontline policing
 - 21 communities in 2017/18, some with multiple agreements (Option 2)



Option 2

- A community or several communities contract for a RCMP Member(s) for a limited specified period of time.
- Purpose is to provide additional policing for special events such as summer policing at Summer Villages, special or seasonal events (music festivals, rodeos, summer fairs, traffic enforcement).
- Community specifies maximum hours of policing desired and maximum funding available (example – maximum 100 hours not to exceed \$8,800). Community is billed at actual RCMP overtime rate of pay (\$88.00 per hour – overtime rate for 2018/2019).



Application Process Option 1

- Community and RCMP conduct a needs assessment to determine their requirements.
- Discuss requirements with local Detachment Commander to ensure deliverability of needs.
- Motion approved by Council indicating community support.
- Reeve or CAO submits written request to Alberta Justice and Solicitor General requesting an Enhanced Policing Agreement.



Staffing of Option 1 positions

- Occasionally, Enhanced Policing positions can be staffed from within the existing Provincial complement.
- If not, the Province must request the additional RCMP Member(s) in its annual submission to the Government of Canada in September of each year.
- It can take up to one year to staff an Enhanced Position.



Application process continued

- JSG drafts the agreement outlining the administrative and financial structure for signature by the ADM and Reeve.
- Once the Enhanced Agreement is signed by all parties, the Detachment Commander, in concert with 'K' Division Operations Strategy Branch, consult with the community to draft an MOU, which stipulates the community's expectations and reporting protocols. This MOU is then signed by the community and the RCMP.



Opting out of Agreement

- Although Agreements are for a minimum of three years, there is a provision for the community to opt out of an Enhanced Policing Agreement with one year written notice, prior to the termination date.



Application Process Option 2

- Community and RCMP conduct needs assessment to determine their requirements, i.e. number of hours of policing required x \$88.00/hour for 2018/19.
- Motion approved by Council indicating community support.
- Reeve or CAO submits written request to Alberta Justice and Solicitor General requesting Enhanced Policing Agreement.
- JSG prepares the Agreement, for the signature of the Reeve and ADM.



Area Map



Staffing of Option 2 positions

- Detachment Commander and Community collectively determine hours of operation for Enhanced Policing.
- For example, 16 hours per week x 52 weeks x \$88/hour = \$70,720.
- Detachment Commander arranges for scheduling Enhanced Policing Services; typically provided by Members on overtime hours.
- Province will receive notification from RCMP on hours utilized and send one invoice to community at Fiscal Year end for payment.



County of Clearwater County Crime Statistics – Persons Crime

Clearwater County
Crime Statistics
January - December, 2014 - 2017

CATEGORY	Trend	2014	2015	2016	2017
Homicides & Offences Related to Death		0	2	1	2
Robbery		2	3	9	4
Sexual Assaults		6	7	12	14
Other Sexual Offences		2	3	16	7
Assault		70	95	129	106
Kidnapping/Hostage/Abduction		0	2	4	0
Extortion		1	1	0	2
Criminal Harassment		14	8	17	25
Uttering Threats		27	34	39	26
Other Persons		0	1	3	1
TOTAL PERSONS		122	156	230	187



County of Clearwater County Crime Statistics – Property Crime

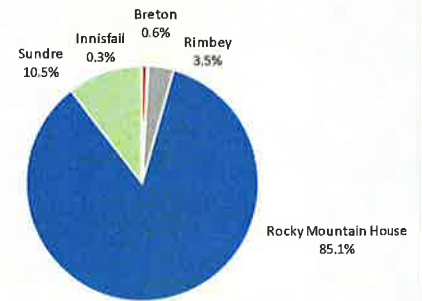
Clearwater County
Crime Statistics
January - December, 2014 - 2017

CATEGORY	Trend	2014	2015	2016	2017
Break & Enter	↘	80	155	164	166
Theft of Motor Vehicle	↘	73	131	83	112
Theft Over \$5,000	↘	22	36	34	27
Theft Under \$5,000	↘	145	209	239	270
Possession Goods	↘	39	108	91	120
Fraud	↘	39	68	64	54
Arson	↘	8	24	12	18
Mischief To Property	↘	156	256	254	170
TOTAL PROPERTY	↘	562	987	941	937



Clearwater County Crime Statistics – by Detachment

File Generation by Detachment - 2017



County of Clearwater County Crime Statistics – Other Criminal Code

Clearwater County
Crime Statistics
January - December, 2014 - 2017

CATEGORY	Trend	2014	2015	2016	2017
Offensive Weapons	↘	56	72	70	53
Public Order	↘	0	0	0	0
Disturbing the peace	↘	54	52	39	34
OTHER CRIMINAL CODE	↘	112	145	179	141
TOTAL OTHER CRIMINAL CODE	↘	221	269	288	228

Clearwater County
Crime Statistics
January - December, 2014 - 2017

CATEGORY	Trend	2014	2015	2016	2017
TOTAL CRIMINAL CODE	↘	966	1,417	1,459	1,392



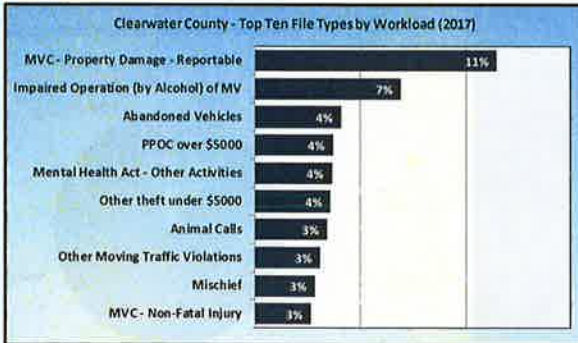
County of Clearwater County Top 10 File Types by Frequency

Clearwater County- Top Ten File Types by Count (2017)





County of Clearwater County Top 10 File Types by Workload



Questions?





Alberta Justice and Solicitor General/ RCMP Joint Business Plan 2017-2018

This is the 2017-2018 Joint Business Plan which is the result of a collaborative effort on the part of Alberta Justice and Solicitor General and the Alberta Royal Canadian Mounted Police. This plan reflects our mutual commitment to be leaders in policing and to provide excellent law enforcement services to our communities. The development of the 2015-2018 three year Joint Business Plan is in accordance with the Alberta Provincial Police Service Agreement, renewed in 2012. The establishment of priorities, objectives, performance measures and strategies is one way to ensure the accountability of the Provincial Police Service to the citizens of Alberta.

In the 2017-2018 edition of the three year Joint Business Plan, we will focus on one goal – *to ensure Alberta's communities are safe, secure and resilient.*

Through our extensive planning process, we have identified five objectives:

- Continue to enhance the quality of domestic violence investigations through supervision, training, partnerships, and community awareness.
- Work with indigenous communities to enhance safety through crime prevention and partnerships.
- Investigate, prevent, and disrupt serious or organized crime in collaboration with our partners and communities.
- Reduce death and serious injury collisions through strategic traffic enforcement, education and partnerships with other law enforcement services, provincial government agencies, public interest groups and the citizens of Alberta.
- Pursue a whole-system approach to offender management by identifying and addressing crime reduction opportunities in our communities. Build on successes to date and partner up with existing programs to build appropriate structures and processes to reduce crime.

While there are fiscal challenges facing the people of this province, we remain steadfast in our commitment to the safety of Albertans in their homes, on the roads and in their communities. By focusing on the five objectives detailed in the Joint Business Plan and by continuing to build strong relationships with our partners, we will ensure efficient and effective law enforcement services to all Albertans.

Goal: To ensure Alberta’s communities are safe, secure, and resilient.

1. Priority: Domestic Violence

Objective: Continue to enhance the quality of domestic violence investigations through supervision, training, partnerships, and community awareness.

Objective Owner: Deputy Criminal Operations Officer, Core Services

Performance Measures:

Target 2017-2018

Increase the number of employees trained in relationship violence investigations. ¹	260
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Strategies:

- 1.1 Training: Develop subject specific training for Supervisors and update the training program provided at the Investigators Training Course, ensure that all District Coordinators are current with their training, including training for seizure of firearms and provide the Canadian Police College Ottawa Approach to Family Violence to all First Nations Policing/Community Tripartite Agreement Members.
- 1.2 Update the Family Investigation Report as needed and required through the Family Violence Police Advisory Committee and ensure use in all intimate partner domestic violence investigations.
- 1.3 Review current policy and procedures, including developing clear job descriptions for the District Family Violence Coordinators and provide clear direction and guidance for the second level review at the District Level.
- 1.4 Review and provide guidance to Detachment Commanders regarding Community Engagement in regards to Family Violence.
- 1.5 Create a baseline to measure the quality of Domestic Violence investigations.

2. Priority: Aboriginal Policing

Objective: Work with indigenous communities to enhance safety through crime prevention and partnerships.

Objective Owner: Deputy Criminal Operations Officer, Core Services

Performance Measures:

Target 2017-2018

# of members trained in Community Conflict Management Training	34
# of high risk indigenous communities involved in the “K” Division Missing and Murdered Indigenous Women strategy	<ul style="list-style-type: none"> • Provide direction/information to two (2) new communities • Solidify relationships with the existing six (6) communities
% of members who have completed the indigenous sensitivity/awareness courses ²	85%

¹ Domestic Violence training includes Domestic Violence Investigation (Agora), New Member training, Family Violence Police training, Family Violence Police Supervisor training, and OCC training.

² Indigenous Sensitivity/Awareness courses include Aboriginal and First Nations Cultural and Awareness Training (Agora), Aboriginal Perceptions Training Course, Roy and Judy Louis Sensitivity Training, and the Blanket Exercise.

Strategies:

- 2.1 Develop and implement a Division Community Conflict Management Team.
- 2.2 Involvement in missing and murdered indigenous women initiatives to develop best practices and community engagement.
- 2.3 At the division level, proactively work to increase enrollment in the indigenous awareness courses.

3. **Priority: Serious/Organized Crime**

Objective: Investigate, prevent and disrupt serious/organized crime in collaboration with our partners and communities.

Objective Owner: Deputy Criminal Operations Officer, Integration & Specialized Investigations

Performance Measures:

Target 2017-2018

Number of organized crime groups assessed by Division Intelligence Steering Committee	20
Number of files assigned by Division Intelligence Steering Committee to Probe Teams ³	10
Number of organized crime groups dismantled, and/or disrupted	6
Number of presentations to Alberta youth by Integrated National Security Enforcement Teams Outreach team	20
Number of candidates ⁴ trained in "Counter Terrorism Information Officer" and "Terrorism Prevention Program" courses conducted by Integrated National Security Enforcement Teams Outreach teams	500

Strategies:

- 3.1 Enhance the "K" Division intelligence program.
- 3.2 Education of the general public and police membership with regard to risks of radicalization.
- 3.3 Collaborate with Alberta law enforcement agencies to mitigate the organized crime groups' threat to public safety.
- 3.4 Integrated National Security Enforcement Teams Outreach will focus on youth and education.

4. **Priority: Road Safety**

Objective: Reduce death and serious injury collisions through strategic enforcement, education and partnerships with other law enforcement services, provincial government agencies, public interest groups and the citizens of Alberta.

Objective Owner: Deputy Criminal Operations Officer, Core Services

Performance Measures:

Target 2017-2018

Rate of traffic fatalities per annum Benchmark: 6.9 fatalities per 100,000 population	8% reduction (cumulative)
Rate of injury collisions per annum Benchmark: 143.0 injury collisions per 100,000 population	8% reduction (cumulative)

³ The Probe Teams are operational units with the mandate of collecting, collating and analyzing information with the purpose of developing actionable intelligence.

⁴ The candidates consist of RCMP Members, municipal police forces, government agencies, fire, EMS, private/corporate security and social workers.

Strategies:

- 4.1 Implementation of the “K” Division Traffic Services Strategic Plan.
 - 4.1.1 Develop, implement and evaluate an “Option Four” educational model capable of addressing traffic issues such as distracted driving, speed through school zones and occupant restraints, through targeted enforcement and optional attendance at education sessions.
 - 4.1.2 Provincial Enforcement Dates will be based on and consistent with the Government of Alberta, Alberta Provincial Traffic Safety Calendar.
 - 4.1.3 National enforcement dates will include “National Safe Driving Week” and “National Impaired Driving Enforcement” as set out by RCMP National Traffic Services.⁵
 - 4.1.4 Drug Recognition Expert program will be reviewed in preparation for future cannabis legislation and specifically to determine capacity and develop strategic plans to meet future demands for Standard Field Sobriety Testing and Drug Recognition Experts.

5. **Priority: Crime Reduction**

Objective: Pursue a whole-system approach to offender management by identifying and addressing crime reduction opportunities in our communities. Build on successes to date and partner up with existing programs to build appropriate structures and processes to reduce crime.

Objective Owner: Deputy Criminal Operations Officer, Core Services

Performance Measures:

Target 2017-2018

% of detachments with employees trained in the new Habitual Offender Management process	100%
% of detachments actively using the Habitual Offender Management Program	80%

Strategies:

- 5.1 Continue to build on our Partnership with Corrections and the Alberta Justice and Solicitor General Priority Prolific Offender Program and develop new relationships with other community service providers to ensure coordinated supervision, enforcement and access to services for habitual offenders.
- 5.2 Develop and implement an annual training course for Crime Reduction Coordinators to standardize the Habitual Offender Management process and development of the Comprehensive Offender Profile Package.
- 5.3 Work with District Management Teams to ensure detachments are working to appropriately identify habitual offenders based on criteria.
- 5.4 Develop a lifestyles interview sheet directed specifically to young offenders.
- 5.5 Working with District Management Teams to conduct a Unit Level Quality Assurance review on the Habitual Offender Management process.

⁵ The intent is to cover off the RCMP National Traffic Services commitments through and to the Canadian Association of Chiefs of Police to Operation Impact, National Impaired Enforcement Day (which is part of National Safe Driving Week).



REQUEST FOR DECISION

SUBJECTS: Rimbey RCMP- Request for Support Staff Funding		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Public Works	WRITTEN BY: Sgt. T Miller, Community Peace Officer	REVIEWED BY: Erik Hansen, Director Public Works, Infrastructure & Rick Emmons, Chief Administrative Officer
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 (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Community Well Being	PRIORITY AREA: 3.2	STRATEGIES: 3.2.1
ATTACHMENT(S): Rimbey RCMP Detachment Increase in Support Staff Consideration		

STAFF RECOMMENDATION: That Council review the information provided and respectfully decline the request for additional support staff funding.

BACKGROUND:

1. Rimbey RCMP did a presentation to Council on July 10, 2018 requesting the County enter into a partnership to provide funding for additional administrative support in their detachment.

Administration reviewed the proposal and are presenting the following for Council's consideration:

- Clearwater County represents a very small portion of Rimbey detachment area.
- There were 21 complaints in Clearwater County in 2017 – no details were provided on regarding types of complaints
- Rimbey RCMP have 1.5 administrative positions for 1 Sgt and 5 Constables, 1 provincial and .5 municipal.
- From the statistics provided, it should be noted that the Town of Rimbey and County of Ponoka generate more calls for service than Lacombe County, Clearwater County and "other" combined.

- Clearwater County does not fund Sundre RCMP detachment administrative support, Sundre RCMP have a larger geographical area of Clearwater County and generate more complaints/calls for service than Rimbey RCMP.
- The submitted report indicates that the Town of Rimbey embraces the strategy of more administrative staff and have ensured the detachment is structured to support this increase in need yet they only provide .5 administrative support.
- This request was presented to the previous Council and was denied.

% OF FILES BY DETACHEMENT – CLEARWATER COUNTY

- Rocky Mountain House 85.1%
- Sundre 10.5%
- **Rimbey 3.5%**
- Breton 0.6%
- Innisfail 0.3%

OCCURANCES/FILES BY REGION

	2017	2018
Ponoka County	213	142
Rimbey	169	123
Other	59	72
Lacombe County	37	32
Clearwater County (no indication of file type noted on report)	21	12

Rimbey RCMP Detachment, Increase in Support Staff Consideration

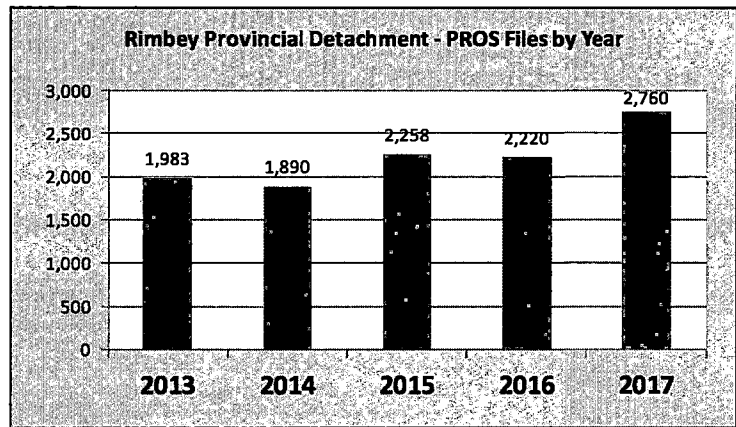
Rimbey RCMP Detachment, Increase in Support Staff Consideration

Establishment

Rimbey Provincial Detachment has a total of 6 Regular Members: one Sergeant, and five Constables. In 2013 an enhanced position was created which expired December 31, 2016. Currently, there is one full time public service support staff position, and one-part time municipal employee position, solely funded by the town of Rimbey.

Population

The population policed by Rimbey Detachment has increased by 11% in the last five years; in the 2016 federal census the population was 7,915 persons.



Generated PROS Files (Count)

Based on PROS data for the past five years, Rimbey Provincial Detachment's number of generated files has increased by 39% since 2013. This includes calls for service from the general public as well as proactive and self-generated files.

Total Criminal Code

- Total Criminal Code more than doubled from 2013 to 2017.
- Persons crimes increased by 15% from 2013 to 2017
- Property Crime almost tripled between 2013 to 2017.

CRIMINAL CODE CATEGORIES	Trend	2013	2014	2015	2016	2017
TOTAL PERSONS	↘	116	90	120	121	133
TOTAL PROPERTY	↗	379	271	592	594	1,056
TOTAL OTHER CRIMINAL CODE	↔	126	124	119	136	104
TOTAL CRIMINAL CODE		621	485	831	851	1,293

Occurrences Generated by zone

The following table shows a break-down of where occurrences were generated in 2018 (January to March) as well as a comparison to previous years (January to March) for how many occurrences were generated in each zone. The zone 'Other' is used for occurrences that were improperly zoned.

Rimbey RCMP Detachment, Increase in Support Staff Consideration

Also, it should be noted that in a given year, approximately 75 occurrences are “zoned” to the town of Rimbey as a default location, as there may not be a specific or associated “occurrence location,” yet resources may be expended in one of the counties rather than the Town of Rimbey.

ZONE	2014	2015	2016	2017	2018
Ponoka County	143	139	177	213	142
Rimbey	151	176	188	169	123
Other	59	15	20	59	72
Lacombe County	14	23	40	37	32
Clear Water County	16	12	14	21	12

Workload Analysis

It is estimated that in 2017, the actual person hours performed by Rimbey detachment officers is approximately 7500 hours. The average (uniformed general duty) regular member in “K” Division is available to respond to calls for service approximately 1600 hours per year. This threshold would be considered the level where the average member at that detachment has zero time for proactive duties. Using this threshold, a unit with 1200 hours per regular member can be said to have approximately 25% of their time to dedicate to proactive policing duties. Rimbey Detachment’s workload per regular member in 2017 was **1,230 hours** per member which is right at the cusp of requiring an additional resource to have sufficient time to respond to calls for service, and complete other duties, such as proactive policing initiatives and community engagement.

Workload Indicators Detachment Comparison Table

The table below compares 2017 workload indicators for Rimbey Provincial Detachment along with several other Provincial Detachments including Provincial Division Averages for populations between 5,000 and 10,000. Comparisons between detachments should be made with caution as each detachment has its unique issues due to location, population, demographics as well as other factors. I am not trying to claim Rimbey Detachment is an overworked and understaffed detachment, however, Rimbey Detachment members and support staff do struggle meeting demands and expectations, and workload and staffing levels do present challenges. The data in this chart was provided by K DIV Operations Strategy Branch and detachments were not handpicked by myself in an effort to justify the need for additional support staff.

Rimbey RCMP Detachment, Increase in Support Staff Consideration

Detachment	Population 2016	2017 TOTAL RM's (all positions)	2017 CC /RM	2017 CC :1000	2017 PPR(RM)	CSI 2016
Fairview	7,971	7	68	60	1,137	81
Killam	8,565	8	108	88	1,218	103
Redcliff	7,662	7	57	44	1,293	44
Rimbey	7,766	6	189	143	1,319	117
Three Hills	8,910	7	85	66	1,277	86
Tofield	7,302	6	99	81	1,223	95
2017 Provincial Divisionsal Average for population between 5000- 10000			104	121	855	n/a

*2016 Alberta CSI Average rate of population between 5,000 - 10,000

Changing policing environment

Policing has changed dramatically over the past decade. The expectations of the Courts, the RCMP, our partners, and our clients have continued to put increased demands on our Detachment. Disclosure requirements, investigational standards and complexity for example, have evolved to the point where we must invest an incredible amount of resources even on the most mundane matters. Our more direct clients require greater access to information for collision processing, civil proceedings, and a multitude of other civil matters. As demands and expectations have increased, the members at our detachments have spent less time in the community and more time in the office. The traditional response to this issue has been to simply request more police officers. While to some degree this will always be necessary in a growing economy and population, this may not be the best, and certainly not the only option.

Administrative Responsibilities

The administrative responsibilities on the police have never been greater. For court proceedings for example, disclosure requirements no longer simply involve submitting reports, notes, statements, release documents, and related court documents. Today, the expectation is that disclosure will include far more information, and it will be prepared and ready for the accused's first appearance. Disclosure packages today, in some instances, must also now include electronic copies of all statements and in some cases, transcriptions, historical technical records, copies of any video (including the cell block and in-car camera video), a cover sheets, and a check sheet to identify what was disclosed and when. And, now that we are in the electronic age, there is a further requirement for disclosure packages to be organized and presented in digital format which is very time consuming. The increasing administrative tasks do not just apply to the area of disclosure. There is also a requirement for more in-depth statistical reporting. Where there might previously have been a few dozen crime codes to classify occurrences, there are now literally hundreds. The classification rules, as a result, have become far more complex and time-consuming and that only adds to the data input and maintenance that our officers are responsible for. Just these two administrative tasks alone might be estimated from experience to consume 25% to 50% of an officer's shift. The list of administrative tasks to be completed today, however, goes far beyond these two responsibilities. Officers are spending considerable time on many other tasks, such as vehicle maintenance (driving vehicles back and forth for oil changes and repairs) and inspections, exhibit management (internal movement and processing of exhibits), document preparation (letters, reports,

Rimbey RCMP Detachment, Increase in Support Staff Consideration

etc.), copying hardcopy and electronic files, coordinating and completing training, reporting to the District and Division (on a variety of administrative matters), preparing criminal bulletins, processing financial documents, and even document processing and storage in electronic format.

In addition to operational and administrative responsibilities, the amount of time that an officer must train today, for example, might be estimated at double what it was only a decade ago. As we seek to be better prepared, either by way of a Court directive or from the perspective of our own self-improvement, there is now mandatory training on everything from our 'Violence in our Workplace' policies to how to ride a snowmobile. While all of this training is indeed valuable, there is becoming a significant cost to this increased level of professionalism.

Our partners, and community are seeking greater police visibility and more community engagement while our officers and support staff just can't keep up with the administrative demands. It has become very difficult to balance operations, and administrative responsibilities in today's policing environment.

The strategy being employed today by our municipal contract partners is to increase the support staff to officer ratios for both their RCMP Officers and their Community Police Officers. Some for example, have one support staff member for every two and half or three officers. They recognize they can significantly reduce the overall costs of policing and increase police effectiveness by hiring higher ratios of support staff rather than more officers. They have identified it does not make good operational or administrative sense to have an RCMP officer photocopying documents, entering data, or drafting letters when this can be done at half the cost by support staff, and in some cases more effectively and efficiently. They also recognize that when officers are freed from these duties there is more opportunity for proactive enforcement initiatives, investigations, targeted patrols, and community engagement. The town of Rimbey has embraced this strategy, and the Detachment is already structured to accommodate additional support staff.

In the foreseeable future, the compliment of regular members in Rimbey Detachment will not be increased and it is not expected that there will be additional funding for public service employees. The reality today is that there are still not enough police officers in our detachment to do all the 'police work' that exists. Increasing our support staff ratios going forward would be an effective means of improving overall service delivery.

I would be pleased to receive additional support staff funding in Rimbey and the town of Rimbey, specifically CEO Lori HILLIS advised she would be very much open to discussing this with County partners. I would like to meet to discuss this request and provide clarification or further explanation.


Sgt. Kurtis Pillipow

NCO i/c Rimbey RCMP



REQUEST FOR DECISION

SUBJECT: Town of Rocky Mountain House Quarterly Lagoon Summary Report, September 2018.		
PRESENTATION DATE: September 25 th , 2018		
DEPARTMENT: Public Works	WRITTEN BY: Devin Drozd, Civil Engineering Intern	REVIEWED BY: Kurt Magnus, Director, Public Works Operations; Rick Emmons, Chief Administrative Officer
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 (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Ensure timely compliance with statutory & regulatory obligations	STRATEGIES: Ensure the County operates effective and efficient water & wastewater systems that meets or exceeds provincial requirements
ATTACHMENT(S): Town of Rocky Mountain House Lagoon Summary Report, September 2018		

STAFF RECOMMENDATION:

That Council receives this item as information.

BACKGROUND:

As Council may recall, in order to accommodate the additional volume of waste from Clearwater County, the County, in the year 2013, approved funding the required upgrades to the Rocky Mountain House Wastewater Treatment Facility. The two main components of the required upgrades included additional aeration and the construction of an automated receiving station.

As part of the Wastewater Lagoon Agreement between the town of Rocky Mountain House and Clearwater County, both parties agreed, as per Section 11 of the agreement, specifically 11.1 that;

The Town will provide to the County a summary report of the Lagoon operations, compliance, usage, and capacity on a quarterly basis in the months of March, June, September, and December.

And, as per 11.3;

The Town will provide to the County any notice of non-compliance issued by Alberta Environment or any other regulatory body, as applicable, within 48 hours of receipt of the notice.

In the September 2018 report, it is stated that the town has not received any notices of non-compliance.

No other data was provided to Clearwater County.

TOWN OF ROCKY MOUNTAIN HOUSE



Lagoon Summary Report

September 2018 Report

The Town respectfully submits this lagoon summary report in accordance to the agreement dated October 15th, 2013.

Section 11 – Reporting

Article 11.1 *The Town will provide to the County a summary report of the Lagoon operations, compliance, usage and capacity on a quarterly basis in the months of March, June, September, and December.*

Operations.

Lagoon operations are normal and the Town continues to introduce air via submersed diffusers throughout the cells from large volume low pressure aeration blowers.

Compliance

The lagoon is operating in compliance with the Alberta Environment Approval. The Town is working with Environment Canada to meet the higher effluent expectations under the Federal Wastewater Systems Effluent Regulation to ensure the Town meets or exceeds the highest environmental practices.

Usage

The volumes in the reporting period are:

Influent flows	Septage Receiving Station
June – 87 681m ³	June – 1570.7 m ³
July – 86 634 m ³	July – 2840.2 m ³
August – 77 499 m ³	August – 2634.3 m ³

Capacity

The lagoon is a continuous discharge system with aerators and diffusers currently providing sufficient oxygen and mixing power to treat the influents from the Town Clearwater County now and the foreseeable future. The Town has submitted the Wastewater Upgrade Options report dated April 23, 2018 to the County.

Article 11.2 *“The Town, on an annual basis, will report to the County on the status of the Lagoon Reserve Fund.”*

The reserve fund for capital improvements is \$600,000 at the end of 2017.

Article 11.3 *“The Town will provide to the County any notice of non-compliance issued by Alberta Environment or any other regulatory body, as applicable, with 48 hours of receipt of the notice.”*

The Town has not received any notices of non-compliance.



REQUEST FOR DECISION

SUBJECT: Waterworks and Sewage Utilities Bylaw 1050/18		
PRESENTATION DATE: September 25 th , 2018		
DEPARTMENT: Public Works	WRITTEN BY: Kate Reglin, Project Technologist; Kurt Magnus, Director, Public Works Operations	REVIEWED BY: Kurt Magnus, Director, Public Works Operations; Rick Emmons, Chief Administrative Officer
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 (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) The Waterworks and Sewage Utilities Bylaw 1050/18		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Ensure timely compliance with statutory and regulatory obligations	STRATEGIES: Ensure that County operates effective and efficient water and wastewater systems that meet or exceed Provincial requirements.
ATTACHMENT(S): The Waterworks and Sewage Utilities Bylaw 1050/18 Historical Wastewater and Water Utility Rates Tables		

STAFF RECOMMENDATION:

That Council recommends administration to;

- 1.) That Council considers providing first, second, permission for third, and third readings on the residential and commercial wastewater and water rates, including rates for bulk, as presented in Schedule "A", for each of Condor, Leslieville and Nordegg from 2019 through to 2021.

BACKGROUND:

As per the *Waterworks and Sewage Utilities Bylaw No. 944/11, Schedule A, Wastewater and Water Rates and Charges*, the rates for the hamlets of Condor, Leslieville and Nordegg, were set until the end of the year 2018.

Previously, past Council requested administration to provide recommendations to implement cost recovery fee schedules in regard to the operations (excluding the capital investment) pertaining to the water and wastewater systems in the hamlets of Nordegg, Leslieville and Condor.

Administration has reviewed the cost recovery basis for charges as it pertains to operations, from 2016 through 2018, and, as a result, would like to present Council with the following information and recommendation(s).

A.) Residential Wastewater Rates

The current fees (yr. 2018) being charged for wastewater are:

Condor - \$ 48.00/month Leslieville - \$48.00/month Nordegg - \$48.00/month

These fees have been adjusted throughout the last 8 years.

Historical Wastewater Operational Costs						
Hamlet	Year	No. of Serviced Lots	Annual Operating Cost	Annual Operating Cost / Household / year	Cost / Month	Set Rate
Condor	2016	47	\$ 63,495.80	\$ 1,350.97	\$ 112.58	\$44.00
Condor	2017	50	\$ 48,966.97	\$ 979.34	\$ 81.61	\$46.00
Condor	2018*	50	\$ 51,120.07	\$ 1,022.40	\$ 85.20	\$48.00
Leslieville	2016	75	\$ 59,300.03	\$ 790.67	\$ 65.89	\$44.00
Leslieville	2017	75	\$ 36,391.59	\$ 485.22	\$ 40.44	\$46.00
Leslieville	2018*	73	\$ 38,323.34	\$ 524.98	\$ 43.75	\$48.00
Nordegg	2016	41	\$ 97,101.43	\$ 2,368.33	\$ 197.36	\$44.00
Nordegg	2017	37	\$ 102,017.43	\$ 2,757.23	\$ 229.77	\$46.00
Nordegg	2018*	37	\$ 107,118.30	\$ 2,895.09	\$ 241.26	\$48.00

*Estimate as of Aug. 31/18

Forecast Wastewater Operational Costs (10% increase each year)						
Hamlet	Year	No. of Serviced Lots	Annual Operating Cost	Annual Operating Cost / Household / year	Cost / Month	Recommended Rate
Condor	2019	50	\$ 54,032.08	\$ 1,080.64	\$ 90.05	\$50.00
Condor	2020	50	\$ 57,235.28	\$ 1,144.71	\$ 95.39	\$55.00
Condor	2021	50	\$ 60,758.81	\$ 1,215.18	\$ 101.26	\$60.00
Leslieville	2019	73	\$ 39,955.67	\$ 547.34	\$ 45.61	\$48.00
Leslieville	2020	73	\$ 41,751.24	\$ 571.93	\$ 47.66	\$48.00

Leslieville	2021	73	\$ 43,726.37	\$ 598.99	\$ 49.92	\$50.00
Nordegg	2019	37	\$ 117,830.13	\$ 3,184.60	\$ 265.38	\$50.00
Nordegg	2020	37	\$ 129,613.14	\$ 3,503.06	\$ 291.92	\$55.00
Nordegg	2021	37	\$ 142,574.46	\$ 3,853.36	\$ 321.11	\$60.00

Administration surveyed some of the neighboring hamlets, villages, and towns regarding their 2018 **residential wastewater rates** in an effort to provide a possible cross elevation.

The following information was obtained:

- Caroline - \$21.20/month/household
- Eckville - \$48.75/month/household
- Rocky Mountain House
 - o Metered \$25.65/bi-monthly/household plus \$0.385 usage/m3.
 - o Unmetered \$37.40/bi-monthly/household
- Town of Sundre - \$20.50/month/house plus \$1.35/m3 usage based on water usage
- Brazeau County
 - o Residential Metered - \$1.00/m3 usage based on 67% of water usage
 - o Residential Unmetered - \$12.00
- Red Deer County
 - o Benalto - \$27.58/month/household plus \$1.15/m3 usage fee based on 90% of water usage
 - o Lousana - \$31.40/month/household
 - o Spruce View Residential - \$27.58/month/household plus \$0.95/m3 usage
 - o Springbrook Residential - \$27.58/month/household plus \$2.25/m3 usage
 - o Gasoline Alley Area Residential - \$27.58/month/household plus \$2.20/m3 usage
- Lacombe County
 - o Sylvan Lake - \$29.47/month/household plus a consumption fee that is calculated monthly
 - o Hamlet of Mirror - \$19.75/month/household plus \$0.63/m3 usage based on water usage
 - o Aspelund Industrial Park - \$23.85/month/household plus \$1.99/m3 usage based on water usage
- City of Lacombe
 - o \$20.00/month/household plus \$2.15 usage based on water usage
 - o \$66.68/month/household if you only receive sanitary services
- Wetaskiwin - \$21.70/month/household
- City of Wetaskiwin - \$51.98/bi-monthly/household

The average rate for **wastewater** of the ten municipalities surveyed was **\$36.52/month/household** not including usage charge where applicable. In 2016, the average

rate for wastewater of the ten municipalities surveyed was \$24.08/month/household not including usage charge where applicable. This is an increase of \$12.44 or 52%.

Once again, to summarize, Clearwater County’s wastewater rates, for residential, are:

Existing

Condor - \$ 48.00/month Leslieville - \$48.00/month Nordegg - \$48.00/month

Cost Recovery for 2017 (Operational)

Condor - \$81.61/month Leslieville - \$40.44/month Nordegg - \$229.77/month

Note: Nordegg wastewater system is designed to accommodate 2500 residents within the hamlet.

B.) Commercial and Institutional Wastewater Rates

The current fees being charged for wastewater are as follows. These fees have been consistent from the last 3 years.

Wastewater Rates per Month for *Small Commercial

Type	2016	2017	2018
Motel/Hotel	\$100.00	\$100.00	\$100.00
School	\$48.80	\$48.80	\$48.80

Wastewater Rates per Month for *Medium Commercial

Type	2016	2017	2018
Motel/Hotel	\$140.00	\$140.00	\$140.00
School	\$110.00	\$110.00	\$110.00

Wastewater Rates per Month for *Large Commercial

Type	2016	2017	2018
Motel/Hotel	\$180.00	\$180.00	\$180.00

Wastewater Rates per Month for Institutional

Type	2016	2017	2018
Churches	\$34.00	\$34.00	\$34.00
Lodges	\$67.00	\$67.00	\$67.00
Fire Halls	Municipal Fire Halls are Exempt		
Recreational*	\$42.00	\$42.00	\$42.00

Administration surveyed some of the neighboring hamlets, villages, and towns regarding their 2018 **commercial/industrial wastewater rates** in an effort to provide a possible cross elevation.

- Red Deer County – Rates are by line size

Line Size	Rate/month
5/8 inch	\$ 46.33
¾ inch	\$ 46.33
1 inch	\$ 82.74
1 ½ inch	\$ 110.13
2 inch	\$ 193.05
3 inch	\$ 248.21
4 inch	\$ 386.10
6 inch	\$ 441.25
8 inch	\$ 661.88

- City of Wetaskiwin - \$96.77/bi-monthly plus 0.6577 usage

- Wetaskiwin County

Type	Rate/month	Description
Institutional 1	\$ 484.24	Schools with 1-150
Institutional 2	\$ 968.47	Schools with 151-300
Institutional 3	\$ 1,452.71	Schools with 301-1000
Institutional 4	\$ 484.24	Hospitals and Lodges
Commercial 1	\$ 75.96	Ex. Hotels, Restaurants, Bars, Laundromats, Carwash
Commercial 2	\$ 21.70	Retail Business with no on-site customer services
Commercial 3 – Tier 1 – 1-25 RV Lots	\$ 10.85	Commercial/Recreational lots with RV parking
Commercial 3 – Tier 2 – 26-100 RV Lots	\$ 16.27	
Commercial 3 – Tier 1 – 100+ RV Lots	\$ 21.70	

As one can see from the above, the commercial and institutional wastewater rates vary considerably from one municipality to another. Hence, so as to continue towards operational cost recovery, administration recommends the following rates;

Wastewater Rates per Month for *Small Commercial

Type	2019	2020	2021
Motel/Hotel	\$105.00	\$108.00	\$110.00
School	\$50.00	\$52.00	\$55.00

Wastewater Rates per Month for *Medium Commercial

Type	2019	2020	2021
Motel/Hotel	\$145.00	\$148.00	\$150.00
School	\$115.00	\$117.00	\$120.00

Wastewater Rates per Month for *Large Commercial

Type	2019	2020	2021
Motel/Hotel	\$185.00	\$187.00	\$190.00

Wastewater Rates per Month for Institutional

Type	2019	2020	2021
Churches	\$39.00	\$41.00	\$44.00
Lodges	\$72.00	\$74.00	\$77.00
Fire Halls	Municipal Fire Halls are Exempt		
Recreational*	\$44.00	\$46.00	\$49.00

C.) Bulk Wastewater (Sanitary Dumping Fee)

Currently Clearwater County is charging \$8.00/m³ for a sanitary dumping charge.

Administration surveyed some of the neighboring hamlets, villages, and towns regarding their 2018 **bulk wastewater rates** in an effort to provide a possible cross elevation.

The following information was obtained:

- Town of Rocky Mountain House - \$8.10/m³
- Village of Caroline - \$21.20/load
- Wetaskiwin County - \$30.00/load
- Brazeau County - \$40.00/load

Historically, the bulk wastewater fee over the last eight years has been \$8.00/m³. As such, a slight increase to **\$9.00/m³**, for the next three years, would be reasonable.

D.) Residential Water Rates

Nordegg is the only Hamlet within Clearwater County that has a water treatment facility. Therefore, Nordegg will be the only one discussed pertaining to water and water distribution. Currently, Nordegg is paying \$55.00 / month / household for its treated water.

Historical Water Operational Costs						
Hamlet	Year	No. of Serviced Lots	Annual Operating Cost	Annual Operating Cost / Household / year	Cost / Month	Set Rate
Nordegg	2016	41	\$ 73,563.73	\$ 1,794.24	\$ 149.52	\$45.00
Nordegg	2017	37	\$ 61,595.11	\$ 1,664.73	\$ 138.73	\$50.00
Nordegg	2018*	37	\$ 67,800.00	\$1,832.43	\$ 152.70	\$55.00

*Estimate as of Aug. 31/18

Once again, Administration surveyed some of the neighboring hamlets, villages, and towns regarding their 2018 **residential water rates** in an effort to provide a possible cross elevation.

The following information was obtained:

- Caroline - \$20.23/month/household plus \$2.02 usage charges after 10m3
- Eckville - \$35.00/bi-monthly/household up to 20m3. \$0.37/m3 usage from 21 to 42 m3. \$0.44/m3 usage over 42 m3
- Rocky Mountain House
 - o Metered \$54.35/bi-monthly/household plus \$0.669m3 usage.
 - o Unmetered \$74.10/bi-monthly/household
- Town of Sundre - \$20.50/month/house plus \$2.25/m3 usage.
- Brazeau County
 - o Residential Metered - \$10/month/household plus 1.50/m3 usage
 - o Residential Unmetered - \$27.00
- Red Deer County
 - o Benalto - \$27.58/month/household plus \$1.11/m3 usage plus \$1.50 water capital surcharge
 - o Spruce View Residential - \$27.58/month/household plus \$1.75/m3 usage plus \$5.00 water capital surcharge
 - o Springbrook Residential - \$27.58/month/household plus \$1.00/m3 usage plus \$6.40 water capital surcharge
- Lacombe County
 - o Lakeview Estates - \$123.19/month/household plus \$1.77/m3 usage
 - o Hamlet of Mirror - \$64.25/month/household plus \$3.38/m3 usage
 - o Aspelund Industrial Park - \$23.85/month/household plus \$1.99/m3 usage based on water usage
- City of Lacombe
 - o \$26.77/month/household plus \$2.47/m3 usage
- Wetaskiwin County
 - o Gwynne - \$90.29/month/household plus \$2.49/m3 after 35m3 usage
 - o Winfield - \$62.08/month/household plus \$2.49/m3 after 35m3 usage
 - o Mulhurst - \$94.70/month/household

- City of Wetaskiwin - \$28.83/bi-monthly/household plus \$2.50/m³ usage (based on 5/8” and 3/4” line)

The average rate for water for the ten municipalities surveyed was **\$ 52.34/month/household** not including consumption charge where applicable. In 2016, the average rate for water of the ten municipalities surveyed was \$35.33/month/household not including consumption charge where applicable. This is an increase of \$17.01 or 48%.

As shown in the table above, to set the fees for cost recovery, in 2017, for water operations, would be \$138.73/month. Therefore, administration recommends the following rate(s);

Forecast Water Operational Costs (10% increase each year)						
Hamlet	Year	No. of Serviced Lots	Annual Operating Cost	Annual Operating Cost / Household / year	Cost / Month	Recommended Rate
Nordegg	2019	37	\$ 74,580.00	\$ 2,015.68	\$ 167.97	\$55.00
Nordegg	2020	37	\$ 82,038.00	\$ 2,217.24	\$ 184.77	\$60.00
Nordegg	2021	37	\$ 90,241.80	\$ 2,438.97	\$ 203.25	\$65.00

E.) Commercial and Institutional Water Rates

Clearwater County’s water rates, for commercial and institutional, are:

Type	2016	2017	2018
Hotel (Small)	\$140.00	\$155.00	\$170.00
Hotel (Medium)	\$190.00	\$205.00	\$220.00
Hotel (Large)	\$240.00	\$255.00	\$270.00

Administration surveyed some of the neighboring hamlets, villages, and towns regarding their 2018 **commercial/industrial water rates** in an effort to provide a possible cross elevation.

- Brazeau County - \$27 - \$128 (discretionary)
- Red Deer County – by line size

Line Size	Rate/month
5/8 and ¾ inch	\$ 44.13
1 inch	\$ 82.74
1 ½ inch	\$ 115.83
2 inch	\$ 275.78
3 inch	\$ 551.57
4 inch	\$ 827.35
6 inch	\$ 1,654.70
8 inch	\$ 2,206.26

- City of Wetaskiwin – Rate is bi-monthly

Line Size	Bi-monthly Rate	Usage Fee
5/8 and ¾ inch and smaller	\$ 28.83	\$ 2.50
¾ inch	\$ 36.65	\$ 2.50
1 inch	\$ 44.14	\$ 2.50
1 ½ inch	\$ 82.44	\$ 2.50
2 inch	\$ 100.49	\$ 2.50
3 inch	\$ 120.81	\$ 2.50
4 inch	\$ 157.95	\$ 2.50
6 inch	\$ 346.88	\$ 2.50

- Wetaskiwin County

Gwynne	Rate/month	Usage Fee	Basic Consumption
Institutional	\$ 1,461.73	\$ 2.49/m3 will be charged after basic consumption	Based on 500 m3 per month
Commercial 1	\$ 178.95	\$ 2.49/m3 will be charged after basic consumption	Based on 80 m3 per month
Commercial 2	\$ 67.34	\$ 2.49/m3 will be charged after basic consumption	Based on 20 m3 per month
Recreational	\$ 292.36	\$ 2.49/m3 will be charged after basic consumption	Based on 50 m3 per month
Church	\$ 11.80	-	-
Winfield			
Institutional	\$ 1,461.73	\$ 2.49/m3 will be charged after basic consumption	Based on 500 m3 per month
Commercial 1	\$ 178.95	\$ 2.49/m3 will be charged after basic consumption	Based on 80 m3 per month
Commercial 2	\$ 62.08	\$ 2.49/m3 will be charged after basic consumption	Based on 20 m3 per month
Recreational	\$ 292.36	\$ 2.49/m3 will be charged after basic consumption	Based on 50 m3 per month
Church	\$ 11.80	-	-
Mulhurst			
Institutional	\$ 1,461.73	-	-
Commercial 1	\$ 178.95	-	-
Commercial 2	\$ 90.29	-	-
Recreational	\$ 292.36	-	-
Church	\$11.80	-	-

Hence, so as to continue towards operational cost recovery, administration recommends the following commercial and institutional rates;

Type	2019	2020	2021
Hotel (Small)	\$170.00	\$180.00	\$180.00
Hotel (Medium)	\$220.00	\$230.00	\$230.00
Hotel (Large)	\$270.00	\$280.00	\$280.00

F.) Bulk Water

Currently Clearwater County is charging \$5.50/m³ for a bulk water charge.

Administration surveyed some of the neighboring hamlets, villages, and towns regarding their 2018 **bulk water rates** in an effort to provide a possible cross elevation.

The following information was obtained:

- Town of Rocky Mountain House - \$4.90/m³ with a \$15.00 minimum monthly fee
- Village of Caroline - \$30.00 flat rate to 10m³. \$5.50/m³ over 10m³.
- Red Deer County - \$7.05/m³
- City of Wetaskiwin - \$6.00/m³
- Wetaskiwin County
 - o Gwynne - \$4.29/m³
 - o Winfield and Mulhurst - \$7.34/m³/1000 gallons
- Brazeau County - \$9.25/m³
- City of Lacombe - \$4.50/m³

Historically, the bulk water fee over the last eight years has been \$5.50/m³. As such, a slight increase to **\$7.00/m³**, for the next three years, would be reasonable.

BYLAW NUMBER 1050/18

Bylaw 1050/18 of Clearwater County is a by-law to support, regulate, control, and improve the water and waste water treatment and distribution systems within Clearwater County.

PURSUANT to the authority conferred upon it by the Municipal Government Act, Chapter M-26.1, R.S.A., 2000 and amendments thereto;

This bylaw may be cited as the *Waterworks and Sewage Utilities ByLaw*.

SECTION 1: DEFINITIONS:

In this ByLaw unless the context specifically indicates otherwise;

"Back-flow prevention device" means a device installed to prevent liquids or solids from mixing with drinking water, whereby one or both of them becomes or may become contaminated or polluted.

"Building Drain" means that part of the lowest horizontal piping which receives the discharge from soil waste or other drainage pipes within a building and conducts it to the building sewer beginning one (1) metre outside the building wall.

"Bulk Water" means any unit of water in large quantities not normally distributed and supplied by the water distribution lines.

"Bulk Sewage" means any large quantity unit of sewage apart from what is normally introduced into the sanitary sewer line.

"Consumer" means and includes "subscriber" and denotes a user of the utility.

"Administrator" means the County Administrator as appointed by Council.

"Council" means the Council of Clearwater County

"Cross-Connection" means (1) a physical connection through which a supply of potable water could be contaminated or polluted, and (2) a connection between a supervised potable water supply and an unsupervised supply of unknown potability.

"Easement" means that area so registered on any title issued by an Alberta Land Titles Office providing a right acquired by one person from another, permitting use of the other's land for a purpose such as a right-of-way across it.

"Garbage Disposal Unit" means any device, equipment or machinery designed, used or intended to be used for the purpose of grinding or otherwise treating garbage to enable the same to be introduced into a public sewer.

"Grease" means material recovered as grease using the method set out in "Standard Methods" of the American Public Health Association.

"Health Officer" means the Medical Officer of Health of the Rocky Regional Health Unit.

"Interceptor" means a receptacle that is installed to prevent oil, grease, sand or other materials from passing into the sewer utility system.

"Lagoon" means a digestion area in which sewage is received and retained after passing through the gathering conduits of the sewer utility system.

"Lift Station" means a metal or concrete structure constructed either below or above ground level, including but not limited to pumps, vents, and electrical panels used to pump sewage from there the sewage enters the structure to some other location.

"Manhole" means a subsurface concrete or metal structure with removable hatch, used for inspection or cleaning of a sewer or storm sewer.

"Owner" means the registered owner of a property, or the renter of the purchaser thereof who is entitled to occupy and enjoy the property.

"Person" means any individual, firm, company, association, society, corporation or group.

"pH" means the logarithm of the reciprocal of the weight hydrogen ion in grams per litre of solution and denotes alkalinity or acidity.

"Public Property" means and includes in this context a highway or any other public property in which a utility is installed.

"Revoke" means "rescind", "cancel" and otherwise to annul.

"Sanitary Sewer" means a pipe which carries sewage and into which storm, surface, and ground waters are not intentionally admitted.

"Sewage" means a combination of the water carried wastes from residences, business buildings, institutions, industrial and recreational establishments.

"Sewer" shall include "Sewerage" and means one or more pipes designed and used for carrying sewage or liquid waste from one or more plumbing systems.

"Sewer Service Line" means a pipe connecting the sanitary sewer to residences, commercial buildings, industrial and recreational establishments, and institutions; which is designed and used to convey sewage.

"Storm Sewer or Storm Drain" means a sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.

"Swimming Pool" means a pool constructed for swimming.

"System" means and includes all pipes, drains, machinery, ponds, yards, shops, plants, offices, equipment and whatever relative to the utility.

"Utility" means and includes the waterworks system or sewage system to which this by-law pertains.

"Utility Officer" means a person employed or appointed by Council to supervise and administer the operation and maintenance of the utility systems; in possession of a valid Province of Alberta Operator's Certificate.

"Water" means the water distributed and supplied by the utility system and includes potable water.

"Water Course" means a channel in which a flow of water occurs, either continuously, or intermittently.

“Water Distribution Main” means all pipes designed to convey water, located within public property or easement, and includes the main pipe and connections leading from the main pipe to the curb stop.

“Water Service Line” means a pipe connecting the curb stop to residences, commercial buildings, industrial and recreational establishments, and institutions which is designed and used to convey water.

“Waterworks” means one or more pipes designed and used for the conveyance of water and includes but is not limited to; pumps, valves, hydrants, water reservoir and pump house and electrical panels.

SECTION 2: WATER & SEWER OPERATION AND ADMINISTRATION – GENERAL PROVISIONS

- 2.1 The owner of every house, building, or any other structure used by human occupancy, employment, recreation or other purpose, situated within the County in which there is now or hereafter located a sanitary or combined sewer or water distribution system or main of the County is hereby required, at his expense, to install suitable toilet and water facilities therein and to directly connect such facilities within the said utility system in accordance with Provincial regulations provided, within Sixty (60) days of being notified to do so by the Administrator, or his delegate.
- 2.2 The owner of any building on land abutting upon any street or public place wherein there is a sewer main shall discontinue the use of any water closets or privies, septic tanks, cesspools and similar private sewage disposal facilities and shall cause them to be removed, filled up, and rendered safe.
- 2.3 The County shall maintain the utility system within all public property and within all utility easement at the expense of the County. All costs for maintenance, pipe replacement or clean-out on private property will be the responsibility of the owner of said private property.
- 2.4 No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb any part of the utility system.
- 2.5 All works relative to construction, excavation, connection of any utility system within a highway, public lands, or easement shall be performed by the County or its contractors.
- 2.6 Any person desiring to connect his/her property with any utility system shall sign and file with the County a written application on the form provided for a permit to make such a connection.
- 2.7 Any sanitary sewer line or water line extension which has been approved by the County may be subject to a hook-up charge to defray any common costs of the utility system.
- 2.8 Hook-up charges under 2.7 shall be determined by the County at the time of the application extension.
- 2.9 Except as otherwise provided and relative to any utility system, no construction, excavations or connections will be performed in or on a

highway or public lands between the First (1st) day of November of any year and the Fifteenth (15th) day of April of the following year.

- 2.10 Furnished with convincing evidence or urgent necessity, the Administrator is hereby authorized to vary Section 2.9 hereof and permit construction, excavation or connection within the public domain or easement providing the applicant undertakes, in writing, to pay all costs of construction, excavation or connection and the costs of reclaiming the site so disturbed.
- 2.11 The Administrator may, and is hereby authorized to require the applicant to post letter of credit, in sufficient amount to satisfy estimated costs of construction, excavations and connections.
- 2.12 The administrator is hereby authorized to act for and do anything on behalf of the Council conducive to the efficient regulation, control and improvement of the utility system including:
- i) Assigning funds for repairs to the utility;
 - ii) Completing agreements relative to the exceptional concessions provided herein;
 - iii) Delegating the authority herein stipulated to other County employees, Utility Officer, or to the persons the Administrator deems suitable for carrying out the intentions of this bylaw.
- 2.13 The Administrator may achieve the intentions of this section of the bylaw by stipulating in the form provided, verbally, or in any manner he deems expedient, and, in any case, the manner of stipulation adopted by him/her shall have the same force and effect as otherwise provided in this bylaw.
- 2.14 The powers herein conferred shall not extend to or include the setting of rates in Schedules "A" or the assignment of construction of new utility systems or major additions to existing utility systems, fixing or assigning the capital funds of the utility or the appointment of officials or employees for the management of the utility systems.
- 2.15 Council may, by resolution, appoint officials and employees for the purpose of carrying out the provisions of this bylaw and remunerate the said officials and employees.
- 2.16 The Administrator and other duly authorized employees, or those suitable persons delegated under Section 2.12 (i) bearing proper credentials and identification, shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling, testing and recording in accordance with the provisions and intentions of this bylaw.
- 2.17 Any owner, proprietor or occupier of a premise, structure or property failing or refusing to permit or preventing the entry for purposes stipulated in Section 2.16 is guilty of an offence against this bylaw.
- 2.18 Where any inspection cited in Section 2.16 discloses any failure, omission or neglect contrary to this by-law, the authorized person making such inspection shall, in writing, notify the said owner, proprietor or occupier to rectify the failure, omission or neglect within a period which is, in the opinion of the authorized person, reasonable under the circumstances.

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- 2.19 Any person who fails to comply with a notice within the time limit specified therein, under the provisions of Section 2.18 is guilty of an offence against this bylaw.
- 2.20 The Administrator or his delegate may revoke any permit or concession prescribed in this bylaw should it be determined, at any time, that an owner, consumer, subscriber, applicant or whatever is not complying with the spirit and intent of the bylaw or is doing an act which, in the opinion of the Administrator or his delegate, is likely to damage or impair the utility system or its functions.
- 2.21 In relation to rates, charges and rents the Administrator is hereby authorized to assign and fix classifications to which rates, charges, tolls, fares and rents shall apply.
- 2.22 No unauthorized person shall trespass upon or in any facility of any utility system.
- 2.23 The County will provide water and sewer service only to the owner and the amounts owing on any utility billing shall be amounts owing by the owner and/or occupant.
- 2.24 Accounts shall be deemed to be sufficiently forwarded if they are mailed by ordinary mail to the owner or occupier at the last known mailing address.
- 2.25 The County is not responsible for lost or misdirected mail.
- 2.26 The County is not responsible for late payments due to bank errors.
- 2.27 **Liability for Damages**
- i) The County is not liable for damages:
- a) caused by the break, plugging or stoppage of any water or sewer main or attachment;
- b) caused by the interference with the supply of any water or sewer service necessary in connection with the repair or proper maintenance of the water or sewer service; or
- c) generally for any accident due to the operation of any water or sewer service.

unless that action has been shown to be directly due to the negligence of the County or its employees

SECTION 3: WATER SERVICE

- 3.1 No cross connections within the water distribution mains or water service lines will be allowed.
- 3.2 No person being an owner, occupier, tenant or inmate of any house, building or other premises which are supplied with water from the water system shall vend, sell or dispose of water therefrom, or give away, or permit the same to be taken or carried away, or use, or supply it to the use or benefit of others, or to any other use and benefit, or shall increase the supply of water beyond that fixed by the rating of the premises.
- 3.3 No person, consumer, owner, proprietor or occupier shall squander or uselessly expend water supplied by or through the utility system.

- 3.4 Any person desiring to purchase bulk water shall sign and file with the County a written application on the form provided, and undertake to pay any charges or fees assigned from Schedule "A".
- 3.5 Bulk water sales shall only occur under the supervision of County employees, at a place and time so assigned.
- 3.6 The sale of bulk water privileges may be revoked at any time after forty-eight (48) hours notice to the applicant.
- 3.7 Except as provided, no persons other than authorized employees of the County shall open or close or operate or interfere with any valve, hydrant or fire plug, or draw water therefrom.
- 3.8 The Chief of the County Fire Department, his/her assistants and officers, and members of that Department, are authorized to use the hydrants or fire plugs for the purpose of extinguishing fires, or for making trial testing of those hose pipe, or for fire protection, but all such uses shall be under the direction and supervision of the said Chief or his/her duly authorized assistants, and in no event shall any inexperienced or incompetent persons be permitted to manipulate or control in any way any hydrant or plug.
- 3.9 No persons shall interfere with, damage or make inaccessible any curb stop due to the construction of sidewalks, pathways, driveways, etc. If it is required to make any repairs or changes due to inaccessibility to or damage to curb stops, the owners of the property being serviced by said curb stop shall, in addition to the penalties by the bylaw, be required to assume all costs involved in said repair of changes.
- 3.10 The County may shut off the water supplied to the land or premises of any consumer who may be guilty of a breach of or non-compliance with any of the provisions of this ByLaw or Board of Health regulation, and may refuse to turn on the water until satisfied and assured that the consumer intends to comply or has complied with this By-Law or Health regulations.

SECTION 4: WATER METERS

- 4.1 Where water supplied to consumers is measured by water meters, all water meters shall be supplied by the County; all meters shall remain the property of the County. Should meter, while on the premises of the consumer, be damaged or destroyed, the cost of repairing or replacing the meter shall be paid for by the said consumer.
- 4.2 Every owner or occupier of property shall provide adequate protection for the meter against frost, heat or other internal or external damage.
- 4.3 Where water meters are damaged by hot water or frost, the owner or occupier, as the case may be, shall pay to the County on demand for the repairs made by the County.
- 4.4 Where water is measured by a water meter, there shall not be any fixture or appurtenance to remove water from the water line between the curb stop and the water meter.
- 4.5 **New Water Meters:**

Residential dwelling units being connected to a Clearwater County water system after the passage of this ByLaw may have a remote readout water meter at a location determined by the County.

The meters will be supplied to residents at a cost listed within Schedule "A" of this By-Law and remain the sole property of Clearwater County.

Remote readout water meters may be installed at the discretion of the County in an existing residential dwelling unit with an existing meter at the request of the owner or occupant, made to Clearwater County, or the discretion of Clearwater County's Utility Officer.

4.6 Reading of Meters:

- i) Every owner and occupier of premises connected to the water system shall provide free and convenient access to his premises at all reasonable times for the purpose of reading meters.
- ii) At the discretion of the County, reading of the meters will be performed monthly by the occupant.
- iii) In the event that the County is unable to obtain access to the premises, it may estimate the water consumption. If no reading is obtained at the end of the next billing period, the owner or occupier will be required to make suitable arrangements for regular readings. If the owner or occupier fails to comply with the request of the County, the water service may be discontinued without further notice.

4.7 Inspecting, Repairing and Placing of Meters:

- i) Every owner or occupier of premises connected to the water system shall provide free and convenient access to his premises at all reasonable times for the purpose of inspecting, repairing or placing meters upon any service pipe or connection within or without any house or building, such access being provided on receipt of reasonable notice of intent by the Administrator or any other authorized person of Clearwater County.

4.8 Examination of Meter for Fraudulent Use

- i) The Administrator and persons duly authorized by him/her may enter the premises of any water user at a reasonable time to examine the pipes, meters and fixtures to ascertain the quantity of water used and the manner of its use as being in compliance with the terms of this Bylaw.

4.9 Interference with Meters and Stop Cocks

- i) No person shall, in any way, interfere with any stop cock, pipe or other water works appliance outside of his own premises, nor shall he/she in any way interfere with any meter whether inside or outside of his premises. No person, except a person authorized by the Administrator, shall tap or make any connections whatsoever with any public or private water pipes or mains, either in the streets or in the lanes.

- ii) The Administrator may have the water service shut off from the premises of any owner or occupier infringing any of the rules and regulations or amendments thereto made by the County, and in cases where the water has been shut off for allowing waste or leaks or defects in pipes or stop cocks, and shall refuse to turn it on again until satisfactory evidence has been provided to the County that the necessary repairs have been properly made and upon payment of the sums chargeable for turning the water off and on.

4.10 Boilers

In all cases where boilers are supplied with water from the water works system, the owner of the boilers must see that a safety valve, vacuum valve or other proper device from is applied to prevent danger from collapse or explosion when the water is shut off from the street.

SECTION 5: BACKFLOW PREVENTION

5.1 System Contamination

- i) No person shall connect anything to the water system which may cause the service to become contaminated or polluted.
- ii) No bypass piping or other device capable of reducing the effectiveness of a backflow prevention device shall be installed in a water supply system.

5.2 Back-Flow Prevention

- i) All customers shall be required to provide backflow prevention devices in accordance with the National Plumbing Code of Canada, 2005, The Public Health Act of Alberta, and the Plumbing and Drainage Regulations and CAN/CSA – B64.10.01 – Manual for the Selection and Installation of Backflow Prevention Devices as may be amended from time to time as per current legislation.
- ii) Failure to provide backflow prevention devices as set out in Section 5.2 (i) may result in the discontinuation of water service. Failure to provide backflow prevention devices will mean the owner will be solely responsible for all damages.

5.3 Inspection and Testing of Backflow Prevention Devices

- i) All backflow prevention devices shall be inspected and tested at the expense of the customer upon installation, and at thereafter as determined by Clearwater County
- ii) If a device is tested as defective it shall be replaced
- iii) Failure to have testing done, failure to replace a device, or if a device is tested as defective, may result in the discontinuation of water service
- iv) All repairs or replacements of backflow prevention devices shall be at the customer's expense

SECTION 6: SEWER SERVICE

- 6.1 Sewer service cannot be disconnected unless excavated and physically blocked.
- 6.2 If the sewer connection is disconnected, the property owner or his agent shall effectively block up the connection at a suitable location within his property so as to prevent sewage backing up into the soil, or soil being washed into the system.
- 6.3 In the event that a building is removed or demolished from the property, the service shall be considered to be disconnected.
- 6.4 Storm drains and weeping tile shall not be connected to the utility system.
- 6.5 No industry, factory, institution or business, or the owner, employees or officers thereof shall connect to, or introduce into the utility system any garbage disposal unit, or the grindings thereof shall connect to, or introduce into the utility system any garbage disposal unit, or the grindings thereof.
- 6.6 The Administrator is hereby authorized and may vary the provisions hereof upon receiving an application in the form provided.
- 6.7 In any such case, the Administrator may, in addition to the foregoing, require that the applicant enter into an agreement with Clearwater County, stipulating any particular which, in the opinion of the Administrator is good, sufficient and expedient from the efficient operation of the utility system.
- 6.8 When a permit is issued providing the owner a garbage disposal unit or swimming pool connected to the utility system, there shall be assessed an amount increased by 25 percent of the charges otherwise payable under the provisions of Schedule "A".
- 6.9 No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof on-off, subsurface drainage, cooling water or unpolluted industrial water into the sewage utility system.
- 6.10 The Administrator is authorized and may vary the provision hereof provided, on application, it is shown that such discharge is necessary due to exceptional conditions preventing compliance with this section.
- 6.11 No person shall dispose of any bulk sewage, treated or otherwise; directly into any sewer manhole, lift station, or lagoon.
- 6.12 Furnished with evidence of urgent necessity the Administrator upon application may authorize a person to use the sewage system and to undertake in writing to pay any charges or fees as assigned under Schedule "A".
- 6.13 Any use of the sewage system will be as directed by an authorized employee of the County and in keeping with general intent and provisions of this bylaw.
- 6.14 The use of the sewage system and the application therefore may be revoked at any time after notice to the applicant.

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- 6.15 No person shall discharge the contents of any privy vault, manure pit or cesspool, directly or indirectly, into any sewer or house drain connected therewith.
- 6.16 No person shall cut, break, pierce, or tap onto sewer or appurtenances thereof, or introduce any pipe, tube, trough, or conduit into any sewer, except duly authorized employees of the County.
- 6.17 No person shall interfere with the free discharge of any sewer, or part thereof, or do any act or thing which may impede or obstruct the flow or clog up any sewer or appurtenances thereof.
- 6.18 Should any person claim that the sewer line is plugged, and it is found to be blocked between the property line and the residence, the said person will be responsible for all costs relating to the inspection and repair. The County will then be authorized to open the sewer service line by any method necessary.
- 6.19 Should any person claim that the sewer line is plugged, and it is found to be blocked between the sanitary sewer line and the property line, the County will be responsible for all costs unless the blockage is due to negligence of the customer. The County will then be authorized to open the sewer service line by any method necessary.
- 6.20 No person shall release or discharge, any substance which, in the opinion of the County, is or may become harmful to any recipient water course or sewer system or part thereof, or may interfere with the proper operation of the sewer system, may impair or interfere with any treatment process, or may become a hazard to persons, property or animals.
- 6.21 Where deemed necessary and expedient by the County, interceptors for grease, oil and sand shall be installed by an owner on his property, at his expense and before introduction to the sewage utility system.
- 6.22 Any interceptor shall be maintained by the owner thereof.
- 6.23 Where deemed necessary and expedient by the County, the owner of any property served by a sewer carrying industrial wastes shall install a suitable manhole for observation, sampling and measuring operations of the municipality.
- 6.24 The installation of sewer connections to comply with all requirements of the Alberta Safety Codes Act and regulations there under or any substitute legislation.
- 6.25 Grease, oil and sand interceptors shall be installed on private property for all garages, gasoline service stations and vehicle and equipment washing establishments. Interceptors will be required for other types of business when, in the opinion of the Administrator or a delegated employee of the County, they are necessary for the proper handling of liquid waste containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of the type and capacity approved by the Administrator and shall be located so as to be readily and easily accessible for cleaning and inspection. Where installed, all grease, oil and sand interceptors

shall be maintained by the occupant at this expense in continuously efficient operation at all times.

6.26 Maintenance

- i) The County shall be responsible for the day to day maintenance of the sanitary sewer main and the connections from the main to the property line provided that the cost of clearing any line plugging of the service connection howsoever caused shall be at the expense of the owner, proprietor or occupier.
- ii) In case of any blockage, either wholly or in part of said sewerage system caused by reason of failure, omission or neglect to comply strictly with the foregoing provision, the owner, proprietor or occupier concerned therein shall, in addition to any penalty for infraction of the provisions hereof, be liable to the County for all costs of clearing such blockage and for any other amount for which the County may be held legally liable because of such blockage.

SECTION 7: RATES

- 7.1 The Council shall, from time to time, establish, amend, or set schedules of rates respecting fees, charges, tolls, fares, or rents payable by consumers for the purpose of the general maintenance, management, conduct and operation of the utility.
- 7.2 The particulars set out in Schedule "A"- Water Rates and Charges shall be deemed sufficient and obligatory for the purpose of establishing rates and charges in respect of the use of the water utility.
- 7.3 The particulars set out in Schedule "A" – Sewer Rates and Charges shall be deemed sufficient and obligatory for the purpose of establishing rates and charges in respect of the use of the sewer utility.

SECTION 8: PROCEDURES & PENALTIES

- 8.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to a fine of Five Hundred Dollars (\$500.00).
- 8.2 The payment of the rates, charges, tolls, fares or rents stipulated in Schedule "A" hereto, or any requirements for the efficient operation of the utility may be enforced by all or any of the following methods, namely;
 - i) by action in any court of competent jurisdiction,
 - ii) by discontinuing the utility service to the consumer thereof;
 - iii) by distress or sale of goods or chattels of the person owing the utility rates, charges, tolls, fares, or wherever those goods and chattels may be found in the County.
- 8.3 In the event that utility rates, charges, tolls, fares, or rents remain uncollected and unpaid, the County shall:
 - i) make a return showing the amount of utility rates, charges, tolls, fares or rents so in arrear, together with all costs and charges in connection therewith; and

- ii) by notifying the owner and, if any, the purchaser of the building, lot or part of lot that is included in the return; and
- iii) upon having made the notification required herein shall, on the 30th day of December of that year, present that return to the Municipal Secretary of the County.

8.4 Subject to Section 7.3, the County may collect the unpaid utility rates, charges, tolls, fares or rents together with all costs and charges in connection therewith, that remain unpaid by charging the amount owing against the lands owned by the consumer owing the utility rates, charges, tolls, fares or rents within the municipal boundaries of the County on the same manner and subject to the same provisions as taxes due and owing in respect of that land.

SECTION 9: DATE OF EFFECT

9.1 This bylaw shall come into effect the date of third and final reading.

9.2 This bylaw shall rescind bylaw 602/82 and bylaw 651/99 and bylaw 944/11 and all amending bylaws thereto.

READ: A First time this ___ day of _____, A.D., 20__.

READ: A Second time this ___ day of _____, A.D., 20__.

READ: A Third time and finally passed this ___ day of _____, A.D., 20__.

REEVE

CHIEF ADMINISTRATIVE OFFICER

**SCHEDULE "A"
WASTEWATER AND
WATER RATES AND CHARGES**

PURSUANT TO SECTION 7.2 & 7.3 OF THE WATERWORKS AND SEWAGE UTILITIES BYLAW NO. 1050/18.

The Council of Clearwater County has wastewater and water rates, fees, charges, tolls, fares, or rents in Clearwater County, in respect of the general maintenance, management, conduct and/or financial support of the wastewater and water portion of the County Utility System to read as follows:

Wastewater Rates per Month for *Residential

<u>Hamlet</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Condor	\$50.00	\$55.00	\$60.00
Leslieville	\$48.00	\$48.00	\$50.00
Nordegg	\$50.00	\$55.00	\$60.00

Wastewater Rates per Month for *Small Commercial

<u>Type</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Motel / Hotel	\$105.00	\$108.00	\$110.00
Schools	\$50.00	\$52.00	\$55.00

Wastewater Rates per Month for *Medium Commercial

<u>Type</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Motel / Hotel	\$145.00	\$148.00	\$150.00
Schools	\$115.00	\$117.00	\$120.00

Wastewater Rates per Month for *Large Commercial

<u>Type</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Motel / Hotel	\$185.00	\$187.00	\$190.00

Wastewater Rates per Month for Institutional

<u>Type</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Churches	\$39.00	\$41.00	\$44.00
Lodges	\$72.00	\$74.00	\$77.00
Fire Halls	municipal fire halls are exempt		
*Recreational	\$44.00	\$46.00	\$49.00

Wastewater Rates for Bulk

<u>2019</u>	<u>2020</u>	<u>2021</u>
\$ 9.00/m ³	\$ 9.00/m ³	\$9.00/m ³

If a facility has a water meter installed, the wastewater flat fee will not apply. The wastewater fee for a facility that has a water meter shall be \$0.60/m³ for every cubic meter of water usage. This rate shall remain until January 1, 2022.

Water Rates per Month for Nordegg

<u>Type</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
*Residential	\$55.00	\$60.00	\$65.00
Hotel (Small)	\$170.00	\$180.00	\$180.00
Hotel (Medium)	\$220.00	\$230.00	\$230.00
Hotel (Large)	\$270.00	\$280.00	\$280.00

Water Rates for Bulk

<u>2019</u>	<u>2020</u>	<u>2021</u>
\$ 7.00/m ³	\$ 7.00/m ³	\$ 7.00/m ³

If a facility has a water meter installed, the water flat fee will not apply. The water fee for a facility that has a water meter shall be \$0.75/m³ for every cubic meter of water usage. This rate shall remain until January 1, 2022.

Definitions

- ***Residential** – (includes but not limited to) single family dwellings and legions.
- ***Small Commercial** – (includes but not limited to) retail business with no on-site customer consumption.
- ***Medium Commercial** – (includes but not limited to) small to medium sized hotels, restaurants, bars, Laundromats and any other commercial entities that the Utility Officer deems to have a similar usage on the utility system.
- ***Large Commercial** – (includes but not limited to) large sized hotels, restaurants, bars, Laundromats and any other commercial entities that the Utility Officer deems to have a similar usage on the utility system.
- ***Recreational** – (includes but not limited to) community centres, agricultural society buildings, community organizations)

If a use is not included in the definitions, the Utility Officer or their designate may define which category the property will be charged under.

Historical Wastewater Rates

Wastewater Rates per Month for *Residential

Hamlet	2011	2012	2013	2014	2015	2016	2017	2018
Condor	\$16.40	\$22.80	\$29.20	\$35.60	\$42.00	\$44.00	\$46.00	\$48.00
Leslieville	\$14.40	\$21.30	\$28.20	\$35.10	\$42.00	\$44.00	\$46.00	\$48.00
Nordegg	\$20.40	\$25.80	\$31.20	\$36.60	\$42.00	\$44.00	\$46.00	\$48.00

Wastewater Rates per Month for *Small Commercial

Type	2011	2012	2013	2014	2015	2016	2017	2018
Motel/Hotel	\$49.79	\$59.28	\$70.56	\$84.00	\$100.00	\$100.00	\$100.00	\$100.00
School	\$32.80	\$36.30	\$39.90	\$43.30	\$48.80	\$48.80	\$48.80	\$48.80

Wastewater Rates per Month for *Medium Commercial

Type	2011	2012	2013	2014	2015	2016	2017	2018
Motel/Hotel	\$100.00	\$110.00	\$120.00	\$130.00	\$140.00	\$140.00	\$140.00	\$140.00
School	\$86.40	\$92.00	\$98.00	\$104.00	\$110.00	\$110.00	\$110.00	\$110.00

Wastewater Rates per Month for *Large Commercial

Type	2011	2012	2013	2014	2015	2016	2017	2018
Motel/Hotel	\$140.00	\$150.00	\$160.00	\$170.00	\$180.00	\$180.00	\$180.00	\$180.00

Wastewater Rates per Month for Institutional

Type	2011	2012	2013	2014	2015	2016	2017	2018
Churches	\$14.40	\$19.00	\$24.00	\$29.00	\$34.00	\$34.00	\$34.00	\$34.00
Lodges	\$43.20	\$49.00	\$55.00	\$61.00	\$67.00	\$67.00	\$67.00	\$67.00
Fire Halls	Municipal Fire Halls are Exempt							
Recreational*	\$14.40	\$21.30	\$28.20	\$35.10	\$42.00	\$42.00	\$42.00	\$42.00

Wastewater Rates for Bulk

\$8.00/m³

Historical Water Rates**Water Rates per Month for Nordegg**

Type	2011	2012	2013	2014	2015	2016	2017	2018
Residential	\$26.60	\$28.20	\$29.80	\$29.80	\$29.80	\$45.00	\$50.00	\$55.00
Hotel (Small)	\$62.24	\$74.10	\$88.20	\$105.00	\$125.00	\$140.00	\$155.00	\$170.00
Hotel (Medium)	\$125.00	\$137.50	\$150.00	\$162.50	\$175.00	\$190.00	\$205.00	\$220.00
Hotel (Large)	\$175.00	\$187.50	\$200.00	\$212.50	\$225.00	\$240.00	\$255.00	\$270.00

Water Rates for Bulk

\$5.50/m³



REQUEST FOR DECISION

SUBJECT: Recovery of Taxes		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Corporate Services	WRITTEN BY: Murray Hagan, Director, Corporate Services	REVIEWED BY: Rick Emmons, CAO
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 checked="" type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite) MGA Section 419		
STRATEGIC PLAN THEME: N/A	PRIORITY AREA: N/A	STRATEGIES: N/A
ATTACHMENT(S): None		
STAFF RECOMMENDATIONS:		
<p>That Council:</p> <ol style="list-style-type: none"> 1. Sets a reserve bid of \$350,000 2. Sets the following terms and conditions that apply to the sale of the property: <ul style="list-style-type: none"> • Cash or certified cheque • Deposit of 10% of bid at time of sale • Balance of payment to be paid within 90 days 		

BACKGROUND:

The following property currently remains outstanding on Clearwater County's tax arrears list for more than three years:

- NE-14-38-5-W5 Lot 1 Block 1 Plan 0821633

All attempts to collect the outstanding taxes have been made and the property has become eligible for public auction which has been scheduled for November 2, 2018.

Section 419 of the MGA requires that Council set a reserve bid for the property that is as close as possible to market value. To facilitate the determination of this value, Administration engaged Mackie Valuations Inc. to provide an appraisal. Their report indicated a market value for the subject property of \$350,000 as at August 25, 2018.



REQUEST FOR DECISION

SUBJECT: DRAFT 2019-2022 Strategic Plan		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Council	WRITTEN BY: Christine Heggart / Manager, Intergovernmental & Legislative Services	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 (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <i>Public Participation Policy</i>		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA:	STRATEGIES:
ATTACHMENT(S): DRAFT 2019 – 2022 Strategic Plan DRAFT Public Participation Plan		

STAFF RECOMMENDATION:

1. That Council reviews, amends and approves the draft 2019-2022 Strategic Plan in principle, and directs Administration to advertise for public input according to the Public Participation Plan.

BACKGROUND:

Historically, County Councils have adopted a [Strategic Plan](#) to set out the vision for the community’s future and prioritize the path to that future. Plans have evolved from single-year to a four-year Plan, to assist in transitioning the priorities document from one Council term to the next.

During Council’s strategic planning workshops in November 2017 and July 2018 with consultants from 13 Ways, Council identified a number of goals and strategies to improve Clearwater County’s economic development and prosperity. From these discussions, Council set some key priorities that were seen as both timely and important for the success of the community, most importantly being economic development and growth.

Attached for Council’s review and amendments is a draft 2019-2022 Strategic Plan based on Council’s workshop discussions. As per Council’s *Public Participation Policy*, Administration has also prepared a draft engagement plan for Council’s review and approval as well.

Administration recommends making a digital copy of the Strategic Plan available for viewing on the County website in October – asking for public feedback by October 31. Thereafter, Council

can review public input, make any necessary adjustments to the Plan and adopt the Plan before the New Year. Other associated plans (i.e. communications strategy and economic development plan) will follow, to assist with achieving Council's vision.

At the strategic planning workshops, Council also indicated the desire to have a communications tool to provide the community an update on Council's priorities and the governance tasks associated with moving forward Council's vision. For Council's information a "180 Day Priority Activity Tracker" will begin to appear in the County Highlights newsletter every six months, starting in October as well as be posted on Council's [Strategic Plan](#) page on the County's website. The "first 180 days" will include a high-level overview of Council's initial activities in its first 6 months as a new Council, followed by the "next 180 days" as a means to track what's next in the cue of priorities, where priorities are in the process and when goals are achieved. At Council's direction and as resources allow, priorities shift accordingly.



STRATEGIC PLAN 2019 TO 2022

FIRSTLY THANK YOU

This strategic plan was created by Clearwater County Council, in consultation with administration and 13 Ways Inc. © 2018 13 Ways.



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LETTER FROM

THE GENERAL COUNCIL EXECUTIVES

The purpose of this plan is to ensure that Council and administration are working in a common direction. However, this plan also ensures that Council is accountable to the public and demonstrates our commitment to action and attainable results. It will also help Council and administration determine how to best allocate our resources to projects and initiatives that are most important and timely for our community.

As always, we invite your feedback and suggestions as you review this proposed strategic plan.

Sincerely,
Clearwater County Council

Throughout early 2018, Clearwater County Council and senior administration met to identify a strategic direction and common vision for our community. At these meetings, we determined that it was most important for Council to pursue an economic development agenda over the next four years, and beyond. We combined the perspectives and concerns that we heard from our community during the most recent election with the knowledge and experience of our senior administrators to identify some strategies to grow Clearwater County's economy. These goals and strategies are the basis of this strategic plan.

This strategic plan began with community engagement, both before and since the most recent election. We brought what we heard from you to our senior administrators to search for innovative and forward-thinking solutions to ensure a sustainable future for our community. Together, we created this plan. Once finalized and approved, this plan will pass to administration for implementation and action.



TOP ROW: RICK EMMONS (CAO), TIM HOVEN, DARYL LOUGHEED, JOHN VANDERMEER, JIM DUNCAN
BOTTOM ROW: CAMMIE LAIRD, MICHELLE SWANSON, THERESA LAING

INTRODUCTION AND

EXECUTIVE SUMMARY

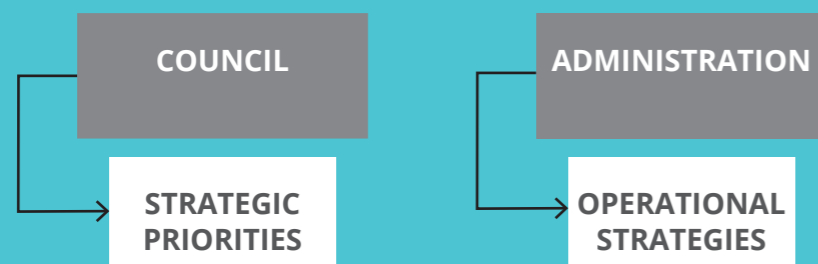
BACKGROUND

A strategic plan is essential to ensure over the next four years Council, administration, and the public are aligned in a vision for the community. This document comprises the strategic priorities of Clearwater County Council and provides residents, businesses, administration, other orders of government, and other stakeholders with a clear direction for the future.

Council, together with senior administration have identified a plan to grow Clearwater County's population through strategic development and innovative investment. County administration will execute the priorities outlined in this plan through operational strategies

GOVERNANCE VS. MANAGEMENT PLANS

The governance role of the Council is to provide strategic direction for the County. This high-level plan helps the administration build its own operational plans. Examples of administration plans that will be aligned to this plan may include a Business Plan, Operational Plan, or Capital Plan, among others.

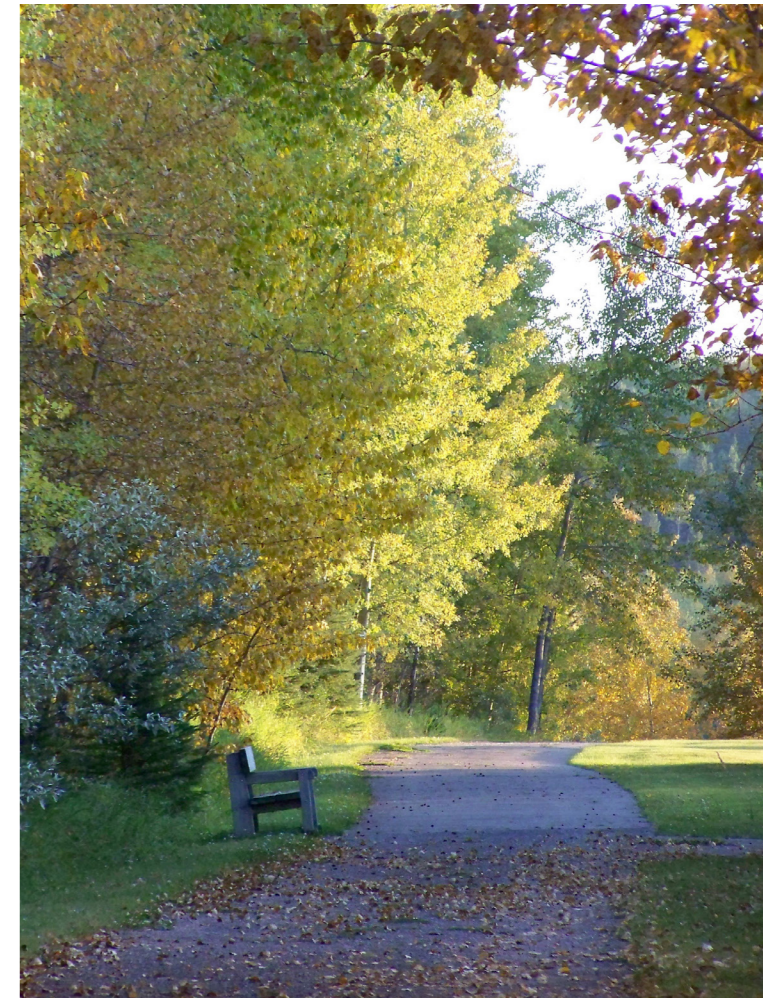


STAKEHOLDERS

Council identified their overarching philosophy includes the importance of communications, transparency and keeping the public informed and educated about Council's future directions.

Below is a list of the many stakeholders Council takes into consideration in its strategic plans.

- Residents/Businesses
- Administration/Staff
- Local Media
- Provincial and Federal Leaders, Agencies and Departments
- Various Municipal Leaders, Elected Officials & Municipalities
- First Nations communities
- Natural Resources Sector/Organizations
- Economic Development Organizations
- Educational Institutions and School Boards
- Health Care Providers and Institutions
- Real Estate Agents and Developers
- Visitors/Tourism Organizations
- Potential Investors/new businesses (outside region)



Supplementary to this strategic plan, Council will develop a communications strategy to outline its communications priorities and strategies, in an effort to better communicate with the aforementioned stakeholders.

VISION AND MISSION



... A VISION STATEMENT COMMUNICATES COUNCIL'S DESIRED FUTURE STATE FOR CLEARWATER COUNTY, 15 TO 30 YEARS FROM NOW.

... THE MISSION STATEMENT DESCRIBES THE PRESENT-DAY ACTIONS THAT COUNCIL WILL TAKE TO ACHIEVE THAT LONG-TERM VISION.


WE ARE HERE BECAUSE OF OUR COMMUNITY and we can do more

Together, the vision and mission provide direction and purpose for Council as an organization and clear guidance to administration as they create and implement their operational plans to aligned with the vision and mission.

A community vision indicates what a successful community in future looks like to the current Council and provides a long-term strategic direction for the community. A vision should be simple, clear and should identify what makes Clearwater County a unique and desirable to community to join. Council, through some facilitated work derived the following vision statement:

VISION STATEMENT 
Community, prosperity and natural beauty - connected.

A mission statement declares the core purpose of the Council and administration and describes how Council will achieve its vision for the community. A mission has a present-day focus and describes how the organization will bring benefit to its community.

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



FOCUSING ON IMPROVEMENT TO BUILD A PROSPEROUS COMMUNITY

Community Building Pillars are used and referenced throughout this plan. Clearwater County created this strategic plan around five pillars: Economic Prosperity, Governance

Leadership, Fiscal Responsibility, Environmental Stewardship and Social Conscience. An overview of each pillar follows on the next page.



ECONOMIC PROSPERITY

This pillar includes actions by Council to grow the population of the County by attracting investment and business opportunities to the region. Such actions may include industry-targeted investment (i.e. agri-business), innovative infrastructure, business incentives, human capital development or marketing strategies.



GOVERNANCE LEADERSHIP

This pillar includes actions by Council to ensure that Council remains transparent and accountable to the general public. Such actions might include election policies, engagement with other orders of government, communication and engagement strategies with the public, and bylaw and policy reviews.



FISCAL RESPONSIBILITIES

This pillar includes actions by Council that reduce the fiscal burden of future Councils, as well as the community, for generations to come. Such actions might include reserve management policies, budget reviews, long-term investment strategies, and strategies that grow the tax base.



ENVIRONMENTAL STEWARDSHIP

This pillar includes actions by Council to responsibly maintain the physical spaces in and surrounding County limits, as well as on or below ground. Such actions might include proactive infrastructure replacement, hamlet development strategies, environmental conservation strategies, trail maintenance or sustainable development planning.



SOCIAL CONSCIENCE

This pillar includes actions by Council to ensure the health and well-being of the community and its residents. Such actions might include housing strategies, cultural events, recreational activities or community heritage policies.



BUILDING STRONGER COMMUNITY

WHY?

“Building economic development enablers that position us for a more prosperous future”

From the Community Building Pillars, Council determined that Economic Prosperity was the most important and timely objective for Clearwater County to pursue and would like to become known as the Economic Development Council through repeated success.

An economic development mandate for Council's term was formulated. Together with Administration, Council identified

goals and strategies aimed at growing Clearwater County's population through innovative investments and private investment attraction. Council identified economic prosperity as the primary objective for Clearwater County over the next four years. The following pages contain Council's Priority Initiatives.

FOCUSING ON ECONOMIC DEVELOPMENT



BROADBAND ACCESS

- Business Plan
- Demonstration
- Network Extension
- Backbone and Distribution System



INDUSTRIAL/ COMMERCIAL LANDS

- Marketing & Attraction Strategy
- North Development Area
- Caroline Development



NORDEGG DEVELOPMENT

- Infrastructure Development
- House Lottery
- Trails



INTERMUNICIPAL COLLABORATION

- Regional Services
- Village of Caroline
- Town of Rocky Mountain House
- Other municipalities / First Nations



INNOVATIVE HOUSING

- Long-term Seniors' Care
- Hamlet Growth






ADVOCACY




- Broadband Funding
- Crime Reduction Strategies
- Hospital Modernization
- Howse Pass

Note: These priorities are not Council's only goals for the community. They are deemed to be the areas of highest priority today that will best position Clearwater County for the future.

STRATEGIC DIRECTION

THEME	BROADBAND ACCESS 	INDUSTRIAL/COMMERCIAL LANDS 	NORDEGG DEVELOPMENT 
	"We will have Alberta's fastest rural Internet that enables both people and enterprise."	"We will pursue and develop Industrial/ Commercial Land that enables new enterprise investment."	"We will develop Nordegg into Alberta's next mountain resort community."
ACTION	<ol style="list-style-type: none"> 1. Infrastructure Masterplan 2. Demonstration Project 3. Construct Backbone 4. Continue Network Expansion 	<ol style="list-style-type: none"> 1. Joint Development Area IDP/ ASP/ SA (North) 2. Caroline Industrial/ Commercial Development Phases/ SA (South) 3. Marketing Strategies 4. Align Policies/ Bylaws 	<ol style="list-style-type: none"> 1. Marketing Strategy 2. Trail Development 3. Service Commercial Core 4. Fibre Infrastructure 5. House Lottery
COMMITMENT	Development of municipally-owned open access broadband network.	Continued development of County-owned industrial and commercially-zoned lands.	Fulfill vision of Nordegg Development Plan.
OUTCOME	Best rural Internet system in Alberta, with majority of County population connected to internet via fibre or fibre-connected towers	More industrial and commercial land availability, to conserve agricultural land and minimize development conflicts.	Alberta's newest and fastest growing mountain resort community.

STRATEGIC DIRECTION

INTERMUNICIPAL COLLABORATION 	INNOVATIVE HOUSING 	ADVOCACY 
"We will pursue deeper and more meaningful collaboration to achieve efficiency and economic development."	"We will be development ready, in order to attract new population growth."	"We will advocate for keeping our community safe, healthy, connected, along with encouraging tourism."
<ol style="list-style-type: none"> 1. Build Municipal Relationships 2. Refine and Grow Regional Services 3. Explore New Opportunities <ul style="list-style-type: none"> - Broadband - Economic Development - Asset Management 	<ol style="list-style-type: none"> 1. Land Gaps Analysis 2. ASP's for Hamlets 3. Align Tax Structure/ Policies & Bylaws 4. Efficient Development Process 	<ol style="list-style-type: none"> 1. Advocacy Plan (Broadband & Crime Reduction) 2. Committee Participation <ul style="list-style-type: none"> - Hospital - Physician Recruitment 3. Rural Municipalities of Alberta (RMA) and Participation at Federation of Canadian Municipalities (FMC) 4. Howse Pass
Review of tri-municipality Stronger Together agreement.	Best practices research to inspire innovative housing solutions for new and existing demographics (i.e. agrihoods, tiny houses)	Advocacy strategies aligned to enhance social and community development.
Stronger regional community through governance efficiencies.	Clearwater County's population resurges due to increased housing options/ availability.	Healthy community.

CONCLUSION

This strategic plan provides a direction and purpose for Clearwater County, over the next four years and beyond. This plan was developed by Council members, in consultation with senior County administration, and 13 Ways Inc. to continue to build a strong and healthy community, and to position Clearwater County for success.

It is important to note that the political and economic reality of the region is always changing, and some of these changes are beyond the control of this Council. Likewise, as administration works to implement Council's strategic direction, the priorities outlined in this document will change as well. As with any plan, it is essential that Council and administration review and update this document at regular intervals to ensure that the plan reflects the current needs, priorities, and environment of Clearwater County.

COUNTY COUNCIL

YOUR MEMBERS OF COUNTY COUNCIL ARE:

Division 1

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Division 3

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Division 4

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CREATION CREDITS

Professional consultation for this strategic plan was provided by:
External Advisors, 13 Ways Inc.

WE BUILD

OPPORTUNITIES

Council aims to build a strong community where opportunity for growth and sustainability are paved for generations to come.



FURTHER INFORMATION

IF YOU HAVE ANY COMMENTS ABOUT THIS DOCUMENT OR WOULD LIKE TO LEARN MORE ABOUT THE STRATEGIC PLANNING PROCESS AND YOUR ROLE IN HELPING TO REALIZE THE GOALS, PLEASE CONTACT THE COUNTY OFFICE AT **403-845-4444**.



<p>Project Name/Description:</p> <ul style="list-style-type: none"> 2019-2022 Strategic Plan; Council's key priorities for the success of the community.
<p>Project Background:</p> <ul style="list-style-type: none"> Historically, Councils adopted a Strategic Plan to set out the vision for the community's future and prioritize the path to that future. Plans have evolved from single-year to a four-year Plan, to assist in transitioning the priorities document from one Council term to the next.
<p>Municipal Stakeholders and Impact:</p> <ul style="list-style-type: none"> Identify demographics of municipal stakeholders who are involved in or impacted by a decision or action and are invited to participate. <ul style="list-style-type: none"> Residents, Industry & Businesses - high impact – inform and consult Neighbouring Municipalities (Town of Rocky Mountain House, Village of Caroline and Summer Village of Burnstick Lake) – high impact - inform and consult Provincial and federal government & neighbouring First Nations – low impact - inform
<p>Engagement purpose/objectives:</p> <ul style="list-style-type: none"> Have promises been made to stakeholders about their involvement? Yes, no, not sure. If yes, identify. <ul style="list-style-type: none"> Yes, through <i>Public Participation Policy</i> (adopted May 22, 2018). Public Participation Opportunities section, item 1(a)ii. Identify objectives of engagement program. <ul style="list-style-type: none"> Inform stakeholders of Council's Draft 2019-2022 Strategic Plan, as well as Mission, Vision and Strategic Directions. Consult with the public requesting written feedback online.
<p>Scope of Public Participation:</p> <ul style="list-style-type: none"> Clarify the scale and level of engagement anticipated (i.e. inform, consult, involve, collaborate or empower) at the various stages of the consultation process. <p>1) Inform and Consult</p> <ol style="list-style-type: none"> For all stakeholder groups - provide a digital copy of Draft 2019-2022 Strategic Plan via the County website. <ol style="list-style-type: none"> Advertise the opportunity to review/comment via County's traditional communications mediums: website, social media, newsletter and newspaper. Develop online feedback forms. Other? Additionally, for municipal neighbours stakeholder group – send a copy of Draft 2019-2022 Strategic Plan through CAOs for their respective Council's information and opportunity to comment.
<p>Timeframe/Budget:</p> <ul style="list-style-type: none"> Describe the overall timeframe and milestones. <ul style="list-style-type: none"> 1 month for public engagement advertised in local papers, included in legislative services budget – no additional budget required. <ul style="list-style-type: none"> Online feedback forms – October 2018. Council review feedback/draft revisions – November 2018 Council review/approve final 2019-2022 Strategic Plan – December 2018.
<p>Evaluation: Measurements of success:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Compliance with policy principles <input type="checkbox"/> Completed within approved budget and timeframe <input type="checkbox"/> Results used by decision-makers and stakeholders understand how input used <input type="checkbox"/> Level of stakeholder satisfaction with process and outcomes



REQUEST FOR DECISION

SUBJECT: Intermunicipal Development Plan (IDP)s Exemption Resolutions		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Council	WRITTEN BY: Christine Heggart / Manager, Intergovernmental & Legislative Services	REVIEWED BY: Keith McCrae/ Director, Planning & Development 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 (cite) <input type="checkbox"/> County Bylaw or Policy (cite) Municipal Government Act s. 708.28(4)(b) & July 25, 2018 Ministerial Order #MSL:047/18		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: 2.6 Timely compliance with legislation	STRATEGIES: 2.6.1 Monitor federal/provincial legislation.
ATTACHMENT(S): Minister of Municipal Affairs Letter with Ministerial Order No: MSL:047/18 Letter from Deputy Minister Pickering – August 21		

STAFF RECOMMENDATION:

1. That Council agrees to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, as both Clearwater County and Yellowhead County have a common boundary composed entirely of provincial crown land.
2. That Council agrees to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, as both Clearwater County and MD of Bighorn have a common boundary composed almost entirely of provincial crown land.
3. That Council agrees to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, as both Clearwater County and ID 9 have a common boundary composed entirely of federal crown land.
4. That Council agrees to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, as both Clearwater County and ID 12 have a common boundary composed entirely of federal crown land.
5. That Council agrees to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, as both Clearwater County and Brazeau County have a common boundary composed entirely of federal crown land.
6. That Council agrees to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, as both Clearwater County and Summer Village of Burnstick Lake have a common boundary composed entirely of provincial crown land.

BACKGROUND:

At their July 24, 2018 meeting, Council directed Administration to engage with neighbouring municipalities of Yellowhead County, MD of Bighorn, Brazeau County, ID No.12 and ID No.9 to seek ministerial order for exemption from creation and adoption of Intermunicipal Collaboration Framework (ICF) agreements and associated Intermunicipal Development Plans (IDP), required to be completed by April 1, 2020. Council also directed to seek exemption from creating an IDP with Summer Village of Burnstick Lake.

Subsequently on July 25, 2018, the Minister sent the attached letter to municipalities, with a Ministerial Order allowing for: exemptions from Section 631 of the Municipal Government Act (MGA) requiring IDPs, for municipalities whose boundaries are composed entirely of crown land; and, for extensions to the deadline for ICF/IDPs between municipal districts (counties) until April 1, 2021. In order for an exemption or extension to take force, all parties to the frameworks must agree by resolution to apply the exemption or extension and submit resolution to Minister within 90 days of passing the resolution.

Prior to receipt of the Ministerial Order No: MSL:047/18, Yellowhead County submitted a letter requesting Ministerial exemption from both IDP/ICF creation with Clearwater, for which the ICF portion of the exemption request was denied (attached letter from Deputy Minister Brad Pickering dated August 21).

Administration has since re-confirmed with the aforementioned municipalities' CAOs the intent to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, due the respective common boundaries being composed entirely of either federal or provincial crown land (or almost entirely in the case of the MD of Bighorn).

As for the small non-crown land boundary with the MD of Bighorn, Administrations agreed that the municipalities should still request the IDP exemption, as the deeded land portion along our boundaries is very small, with no significant growth potential. Any services that would be required for the very remote location would likely come from either Mountain View County or the Town of Sundre.

Staff requests Council formally agree to apply the exemptions as noted in the above resolutions and will coordinate the submission of the resolutions to the Minister, on behalf of the County. At this time administration recommends holding off applying the option to extend the rural ICF/IDP extensions and will provide Council an updated recommendation closer to 2020.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*



AR93928

July 25, 2018

Reeve John Vandermeer
Clearwater County
PO Box 550
Rocky Mountain House AB T4T 1A4

Dear Reeve Vandermeer,

As you are aware, recent changes to the *Municipal Government Act* will require all municipalities to create intermunicipal collaboration frameworks (ICF) and intermunicipal development plans (IDP) with their neighbours. This work reflects our mutual priority of ensuring all Albertans benefit from the efficient delivery of local services and effective co-ordination of development, and I am pleased to see the progress already made.

The two-year period set out in legislation to accomplish this task is challenging, but I am confident the existing legacy of intermunicipal co-operation has placed us in a position to be successful. I am nevertheless aware of some specific challenges that can be addressed at this time, and gratefully acknowledge the practical solutions that have been proposed during discussions with the municipal associations, the administrative associations, and municipalities.

As a result of these discussions, I have signed Ministerial Order No. MSL:047/18 (attached), which makes the following changes:

- Exempts parties from the requirement to create an IDP where the entire area along one or both sides of the common boundary between the parties is composed entirely of federal or provincial Crown land. This change recognizes the limited value in the creation of an IDP where development is restricted.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipal districts, special areas, improvement districts, or rural specialized municipalities. This change will allow rural municipalities to focus their efforts on working with their urban neighbours during the initial two-year period.

.../2

Reeve John Vandermeer

- 2 -

- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between municipalities that are members of the same growth management board (GMB). This change will allow GMB member municipalities to harmonize their ICFs and IDPs with their growth and service plan, and provide an opportunity to address through an ICF or IDP any matters not addressed in a growth or servicing plan.
- Extends the timeline by one year (to April 1, 2021) for all ICFs and IDPs between a municipality that is a member of a GMB, and a municipality that is not a member of the GMB, but is located within the boundaries of the member municipality. This change will allow GMB member municipalities to create their ICFs and IDPs within the context of their growth and servicing plan.

In each case, all parties to a framework or plan must agree to apply the exemption or extension by council resolution, and the resolution must be filed with the Minister within 90 days of the date the resolution is passed.

In the event other circumstances arise that are beyond your control, I will consider specific requests for an exemption or time extension. However, based on the importance of this work to all Albertans, I encourage you to make every effort to work with your neighbours and to meet the legislated timelines.

I trust these changes will provide some practical efficiencies as we work toward improved intermunicipal solutions.

Sincerely,



Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment: Ministerial Order No. MSL:047/18

cc: Rick Emmons, Chief Administrative Officer, Clearwater County



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

MINISTERIAL ORDER NO. MSL:047/18

I, Shaye Anderson, Minister of Municipal Affairs, pursuant to Sections 605 and 631 of the *Municipal Government Act (MGA)*, make the following order:

- 1) Two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are exempt from the requirements of Section 631 of the *MGA* on the condition that all parties to the framework agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 2) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are municipal districts or specialized municipalities referred to in Section 77 of the *MGA* (excluding the Municipality of Jasper), improvement districts referred to in Section 581 of the *MGA*, or special areas as defined in Section 1 of the *Special Areas Act*, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.
- 3) That the time for an intermunicipal collaboration framework to be created pursuant to Section 708.28(1) of the *MGA* or an intermunicipal development plan to be adopted pursuant to Section 631(3) of the *MGA* is April 1, 2021, where the framework or plan is between municipalities that are members of the same growth management board established pursuant to Section 708.02 of the *MGA* before April 1, 2018, and on the condition that all parties to the framework agree to apply the extension by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

.../2

Deputy Minister
18th Floor, Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
Fax 780-422-9561

August 21, 2018

His Worship Gerald Soroka
Mayor, Yellowhead County
2716 - 1 Avenue
Edson AB T7E 1N9

Dear Mayor Soroka,

Thank you for your letter of July 31, 2018, to the Honourable Shaye Anderson, requesting an exemption for your Intermunicipal Collaboration Frameworks (ICFs) and your Intermunicipal Development Plans (IDPs).

On July 19, 2018, Ministerial Order No. MSL:047/18 was approved, which provides an exemption from the requirement to create an IDP where the entire area along the common boundary is composed of federal or provincial crown land. The exemption recognizes the limited value in the creation of an IDP, which can be demanding in terms of time and resource requirements, where development is restricted.

The exemption applies, based on the condition that all parties to the IDP agree to apply the exemption by resolution, and file copies of the resolutions with the department within 90 days of the date each resolution is passed. Given your common boundaries and your agreement in principle, all that remains is for each municipality to submit a resolution to this effect.

Although the Ministerial Order provides an exemption from an IDP, it does not provide an exemption for an ICF. The ICF requirements exemplify our strengthened focus on regional collaboration as set out in the recent *Municipal Government Act (MGA)* changes. The ICF is reasonably straight-forward in terms of implementation; the process requires a joint discussion about existing services delivered on an intermunicipal basis, and about opportunities to further leverage these or other services through co-operation. Since the time commitment is minimal and provides opportunity to improve both service delivery and local relationships, we are not prepared to provide an exemption from the legislated ICF requirements.



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The Ministerial Order also provides a one-year extension for ICFs between municipal districts and improvement districts. The extension applies on the condition that all parties agree by resolution, and file copies of the resolutions with the department within 90 days of the date each resolution is passed.

If you require additional advice in completing your ICF, please contact Michael Scheidl, Manager, Intermunicipal Relations, at 780-415-1197, or by email at Michael.Scheidl@gov.ab.ca.

Sincerely,

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

Brad Pickering
Deputy Minister

cc: Honourable Shaye Anderson, Minister of Municipal Affairs
Honourable Oneil Carlier, Minister of Agriculture and Forestry
Eric Rosendahl, MLA, West Yellowhead
Michael Scheidl, Manager, Intermunicipal Relations, Municipal Affairs



REQUEST FOR DECISION

SUBJECT: Policy Review - "Vehicle and Equipment Use by Staff"		
PRESENTATION DATE: September 25 th , 2018		
DEPARTMENT: Municipal	WRITTEN BY: Rick Emmons / CAO	REVIEWED BY: Tracy-Lynn Haight / EA
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 (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Vehicle and Equipment Policy		
STRATEGIC PLAN THEME #2: Well Governed and Leading Organization	PRIORITY AREA: Workforce Objective – 2.4 Invest in, and support, a skilled, motivated and performing workforce.	STRATEGIES: 2.4.2 Through the leadership of Council and management, drive accountability of strategic and operational commitments. 2.4.3 Be an "employer of choice" and generate a culture of learning and development that attracts and retains quality employees and delivers recognition programs to support innovation and motivate high performance.
ATTACHMENT(S): DRAFT <i>Municipal Vehicles and Equipment Policy</i>		
STAFF RECOMMENDATION: That Council reviews and adopts the <i>Municipal Vehicles and Equipment Policy</i> .		

BACKGROUND:

Council reviewed the "Vehicle and Equipment Use by Staff Policy" to ensure it meets Council's purposes and objectives during its September 11th, 2018 meeting and requested Administration amend and bring it back to today's meeting. Attached is the draft amended policy as per Council's recommendations based on the previous discussions.



CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT

EFFECTIVE DATE: REVISED DATE:	March 8, 2011 November 12, 2014 January 1, 2019
SECTION:	Administration
POLICY STATEMENT:	<p>Clearwater County owns and operates vehicles and equipment to provide quality municipal services to County residents.</p> <p>The County is committed to ensuring vehicles and equipment are operated by County employees in a safe, responsible manner and in compliance with federal, provincial and municipal traffic safety regulations, Occupation Health and Safety regulations, and safe work-place practices.</p> <p>The County is also committed to ensuring that vehicle and equipment usage is done in the most cost-efficient way. Based on mileage driven, it may be more cost effective to provide vehicles for employees to carry out their job-related duties than it is to reimburse for personal vehicle use.</p> <p>The County recognizes that employees may be called to work at unusual hours, and that it may be more cost effective and provide for much quicker response times for County residents for staff to travel directly to a job site from home, rather than travelling to the County office first.</p> <p>This policy explains how Clearwater County provides vehicles and/or equipment for employee use, outlines expectations for vehicle/equipment use and provides direction for safe and responsible operations.</p>
DEFINITIONS:	<ul style="list-style-type: none"> a) Equipment – any licensed or unlicensed motorized or non-motorized machinery, tool(s), and/or trailer(s) owned, rented or leased by the County. b) Vehicle – any licensed motor vehicle that is used to carry people or goods from one place to another, owned, rented or leased by the County. c) On-Call Employee – an employee that has been assigned the duties of responding (either physical or verbal) to after-hours emergency situations.



CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT

VEHICLE AND EQUIPMENT OPERATION	<ol style="list-style-type: none">1. Employees must provide a Standard Driver Abstract, as per Clearwater County's <i>Employment Policy and Procedures Manual</i>.2. Only County employees are authorized to operate vehicles and/or equipment.3. Employees operating a vehicle must hold a valid driver's license appropriate for the operation of that vehicle.4. Employees are responsible for ensuring the vehicle and/or equipment is operated in compliance with federal, provincial and municipal highway and traffic safety regulations; and in compliance with Occupational Health and Safety regulations and the County's safe work-place practices.5. Employees are responsible for payment of speeding, seatbelt, and/or parking fines that are incurred while operating a vehicle/equipment.6. Employees may drive/operate vehicles and equipment outside of County boundaries for conducting County business (i.e. attending intergovernmental meetings, professional development/training activities, conferences/seminars, highway service contracts, mutual aid emergency services).7. Employees are responsible for:<ul style="list-style-type: none">- knowing the mechanical condition of the vehicle/equipment they are operating;- completing pre and post trip inspections;- cooperating with the Fleet Supervisor or designate in scheduling maintenance;- and reporting concerns and problems immediately to the Fleet Supervisor or designate.8. Employees are responsible for the cleanliness of the vehicle/equipment they are operating to ensure that a professional image is always displayed.9. All incidents involving vehicles and/or equipment must be reported as per the County's <i>Incident Reporting Policy</i>.
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CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT

VEHICLE AND EQUIPMENT USAGE

1. Clearwater County may provide a vehicle for employee's use, if it is deemed more efficient for the employee to travel directly to or from a job site.
2. Clearwater County may provide a vehicle for employee use to perform job related duties within Clearwater County-on an "as required" basis.
3. In those instances where a vehicle is not provided, the County will pay an employee mileage for approved travel as per the County's *Travel and Subsistence for Staff and Council Policy*.
4. Employees employed as a Clearwater County:
 - Community Peace Officer,
 - Coordinator,
 - Department Director,
 - Regional Waste Authority Manager,
 - Agriculture Programs & Vegetation Supervisors,
 - Public Works Supervisor
 - Public Works Foreman
 - Regional Fire Chief, Deputy Chief, Assistant Chief and Battalion Chiefmay be permitted to take a vehicle home, provided the employee resides within Clearwater County, Village of Caroline, Town of Rocky Mountain House, or on property within one mile (1.6 km) of Clearwater County's boundary. If the employee resides further than one mile (1.6 km) from the County boundary, the employee must leave the vehicle in a closed and secure Clearwater County facility.
5. Employees taking vacation or extended leave are responsible for securing the vehicle/equipment in a closed and secure Clearwater County facility and, returning keys to the Fleet Supervisor or designate.
6. The Chief Administrative Officer or Department Director may temporarily authorize an employee to take a vehicle home provided the employee is on-call; or, it can be proven that taking the vehicle home is cost effective for County operations during that time period.
7. Employees are permitted limited personal use of a vehicle (e.g. stopping at a grocery store on the way home). Personal use must not require extra travel or cause any disruption to County operations
8. Personal usage (as defined by the Canada Revenue Agency) of vehicles is a taxable benefit. Employees



CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT

	<p>are responsible for reporting the mileage of personal use to Clearwater County Payroll Department.</p> <p>9. Employees are permitted to rent equipment for personal use, as per the equipment and rates listed on the <i>Clearwater County Agricultural Services Rental Equipment Price List</i>.</p> <p>10. Employees are permitted to participate in municipal services and/or programs for contracted equipment services, as per the applicable rate and/or fee schedule.</p>
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DRAFT



REQUEST FOR DECISION

SUBJECT: Agenda & Priorities Committee – Additional Meeting		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Corporate Services	WRITTEN BY: Murray Hagan, Director, Corporate Services	REVIEWED BY: Rick Emmons, CAO
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 (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Bylaw 1022/17 – Council Committees		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: Strategic Management	STRATEGIES: Fiscal management and reserve management strategy
ATTACHMENT(S): None		

STAFF RECOMMENDATION:

That Council calls an additional Agenda & Priorities Committee meeting for October 4, 2018 to continue discussions regarding the ten year capital plan.

BACKGROUND:

The Agenda & Priorities Committee met September 17, 2018. One of the key agenda items was the ten year capital plan for the County.

Constructive discussion took place, but an additional meeting is required to further refine the plan and provide Administration with direction to begin drafting operating and capital budgets.



REQUEST FOR DECISION

SUBJECT: Clearwater Community Policing Advisory Committee (CCPAC)		
PRESENTATION DATE: September 25 th , 2018		
DEPARTMENT: Municipal	WRITTEN BY: Rick Emmons / CAO	REVIEWED BY: Tracy-Lynn Haight / EA Murray Hagan / Director, Corporate Services
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 checked="" type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME #2: Well Governed and Leading Organization	PRIORITY AREA: Workforce Objective – 2.1 Build community trust through socially responsible governance for long term sustainability.	STRATEGIES: 2.1.1 Proactive policy development and evaluation of municipal programs and services.
ATTACHMENT(S): CCPAC ToR		
STAFF RECOMMENDATION: That Council directs Administration to draft a letter to the Town of Rocky Mountain House requesting clarification of roles and intent of its new policing committee and the impact to CCPAC		

BACKGROUND:

The Town of Rocky Mountain House has recently struck a new policing committee with the RCMP. As the Police Act states in section:

“22(1) The Government of Alberta may enter into an agreement with the council of a municipality referred to in section 4(2) for the provision of policing services specifically for the municipality by the provincial police service subject to the sharing of costs as determined by the Minister.

(2) Notwithstanding subsection (1), where the Minister considers it necessary, the Minister may authorize a municipality that has a population that is greater than 5000 to enter into an agreement with the Government of Alberta for the provision of policing services specifically, for the municipality by the provincial police service

subject to the sharing of costs as determined by the Minister.

(3) Subject to the prior approval of the Minister, the council of a municipality may enter into an agreement with

(a) the Government of Canada for the employment of the Royal Canadian Mounted Police, or

(b) the council of another municipality,

for the provision of policing services to the municipality.

Policing committees

23(1) In this section, “officer in charge” means the officer in charge of the unit of the police service that is providing policing services to a municipality under section 22.

(2) A council that has entered into an agreement under section 22 may establish a policing committee.

(3) A council that establishes a policing committee shall, subject to the regulations,

(a) prescribe the rules governing the operation of the policing committee, and

(b) appoint the members of the policing committee.

(4) A policing committee shall consist of not fewer than 3 nor more than 12 members.

(5) If

(a) 4 or fewer members are appointed under subsection (3), one of them may be a member of the council or an employee of the municipality, or

(b) 5 or more members are appointed under subsection (3), 2 of them may be members of the council or employees of the municipality.

(6) The council may provide for the payment of reasonable remuneration or of a gratuity or allowance to members of the policing committee.

(7) The term of office of a person appointed to a policing committee is

(a) 3 years, or

(b) a term of less than 3 years, but not less than 2 years, as may be fixed by bylaw.

(8) Notwithstanding subsection (7), a majority of the members appointed to a newly established policing committee shall be appointed for 3 years, and the remaining members shall be appointed for 2 years.

(9) The members of a policing committee shall, at the first meeting of the policing committee in each year, elect from among their members a chair and one or more vice-chairs.

(10) A member who is a member of the council or an employee of

the municipality is not eligible to be elected as chair or vice-chair of the committee.

(11) A member of a policing committee is eligible for reappointment if the reappointment does not result in more than 10 consecutive years of service by that member.

(12) If a person who is a member of a council is a member of the policing committee, that person's appointment to the policing committee terminates on that person's ceasing to be a member of the council.

(13) The appointment of a member to the policing committee may not be revoked by the council except for cause.

(14) A policing committee shall, with respect to the municipality for which it is established,

(a) oversee the administration of the agreement made under section 22,

(b) assist in selecting the officer in charge,

(c) represent the interests of the council to the officer in charge,

(d) in consultation with the officer in charge, develop a yearly plan of priorities and strategies for municipal policing,

(e) issue instructions to the officer in charge respecting the implementation and operation of the yearly plan,

(f) represent the interests and concerns of the public to the officer in charge,

(g) assist the officer in charge in resolving complaints, and

(h) appoint a Public Complaint Director.

(15) All persons appointed to a policing committee shall take the oath set out in Schedule 2."

Section 24 then goes on to speak of a regional police service.

"Regional police services

24(1) Subject to the prior approval of the Minister, the councils of 2 or more municipalities may enter into an agreement to be policed by one regional police service.

(2) The Government of Alberta may be a party to an agreement referred to in subsection (1) if the region to be policed under the agreement includes an area not contained within the limits of a municipality that is subject to the agreement.

(3) If the council of a municipality has entered into an agreement under this section, it shall not withdraw from the agreement without the prior approval of the Minister."

As identified within CCPAC's terms of reference:

Purpose

The committee will work in partnership with local law enforcement and has direct contact with the commander of the Rocky Mountain House RCMP detachment. The committee will create an annual strategic process that is open, transparent and meaningful to the community with regard to local law enforcement.

Role

CCPAC is the liaison between local law enforcement and the community.

The new policing committee between the Town of Rocky Mountain House and the RCMP is an option for the town. Referring back to section 22 (1) of the Police Act "*The Government of Alberta may enter into an agreement with the council of a municipality*"

Upon review of CCPAC's role and purpose as described, the town's recent committee could:

- 1) Provide another venue to increase the dialogue between the RCMP and the town, allowing greater dialogue to CCPAC, or
- 2) Create a redundancy for the town, therefore not finding value in maintaining a presence with CCPAC.

CCPAC is a community committee that consists of the three municipalities, First Nations, RCMP member, and a Rural Crime representative; that provides an opportunity to have a voice in regard to the serious issues in regard to law enforcement / crime reduction concerns and (historically), this included Town of Rocky as well.

Does Clearwater County Council wish to have a letter drafted to the Town of Rocky Council requesting their intent regarding the new policing committee and CCPAC?

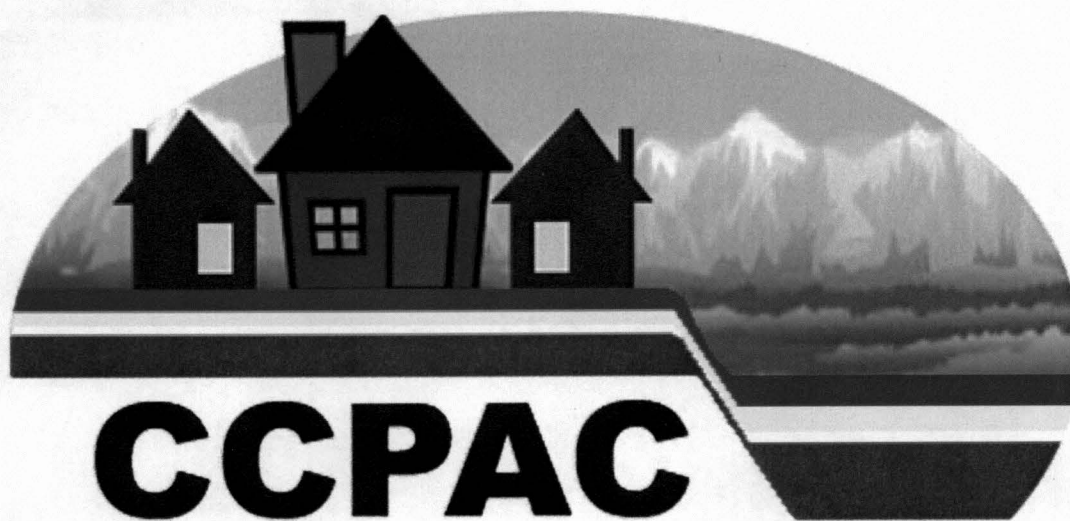


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- 6) Past Agendas / Minutes

Community Advisory Committee

Terms of Reference

for the

Clearwater Community Policing Advisory Committee (CCPAC)

Background

CCPAC is based in the town of Rocky Mountain House. The town is located in Clearwater County in west-central Alberta at the confluence of the Clearwater and North Saskatchewan Rivers. The town population is approximately 7,500 and the regional population is about 20,000 people. The town has a land area of 12.44 km² (4.8 sq mi) and a population density of 552.6 /km² (1,431.2/sq mi). Key industries include oil & gas, tourism, agriculture and forestry.

Purpose

The committee will work in partnership with local law enforcement and has direct contact with the commander of the Rocky Mountain House RCMP detachment. The committee will create an annual strategic process that is open, transparent and meaningful to the community with regard to local law enforcement.

Role

CCPAC is the liaison between local law enforcement and the community.

Duties

- Meet monthly
- Provide public crime prevention education and resources
- Be a point of contact via electronic medium for the public to voice concerns about societal security and crime prevention issues.
- Ensure issues are brought to local law enforcement.
- Carry out regular audits of the strategic process.
- Ensure feedback is given to the community via local media outlets.

Membership

- Executive members will be elected for a term of 2 years.
- Representative members of CCPAC will commit to involvement for at least one year.

Voting members of the CCPAC will consist of the following members:

- 1 Chairperson;
- 1 Vice-Chairperson;
- 1 Secretary/Treasurer;
- 1 Clearwater County representative;
- 1 Town of Rocky Mountain House representative;
- 1 Village of Caroline representative;
- 1 Friendship Centre representative (Sunchild, O'Chiese and Bighorn Reserves);
- 1 RCMP representative (urban enforcement);
- 1 Clearwater County Peace Officer representative (rural enforcement);
- 1 Rural Crime Watch representative;

- 1 Agriculture Society representative;
- 1 Public member at large;
- 1 Youth member; 1 alternate

The CCPAC will elect the following positions:

Chairperson

The Chairperson shall be elected at the December meeting on a semi annually basis commencing after the December 2010 election.

The role of the Chair is to:

- Preside at all meetings of the CCPAC.
- Provide at all reasonable times to the members, all information that they may require regarding the affairs of the CCPAC.
- Liaison with the Rocky Mountain House RCMP Staff Sgt.
- Act as the media liaison when required.

Vice-Chair

The Vice-Chair shall be elected at the December meeting on a semi annually basis commencing after the December 2010 election.

The role of the Vice-Chair is to:

- Preside over Committee meetings in the absence of the Chair.

Secretary

The Secretary shall be elected at the December meeting on a semi-annual basis commencing after the December 2010 election.

The role of the Secretary is to:

- In liaison with the Chair, prepare agendas for meetings and keep minutes;
- Prepare reports, correspondence and documents as requested by the Committee.

Treasurer

The Treasurer shall be elected at the December meeting on a semi-annual basis commencing after the December 2010 election.

The role of the Treasurer is to:

- Ensure that appropriate financial systems and controls are in place.
- Ensure that record keeping and accounts meet the conditions of funders or statutory bodies.
- Ensure use of funds complies with conditions set by funding bodies.
- Ensure effective monitoring and reporting.
- Present regular reports on the organization's financial position.
- Prepare accounts for audit and liaising with the auditor as required.
- Present accounts at the AGM.
- Advise on the organization's reserves and investment policy.

Membership Criteria

Selection criteria will include but is not limited to:

- Willingness and ability to commit to the necessary time-line estimated at approximately 2 years.
- Commitment and interest in the community with a balanced neighbourhood and regional perspective.
- Skills and experience related to previous work with community based and/or planning projects.
- A reasonable assurance by the team that the selected member does not have a conflict of interest related to the committee.

Meetings

- Meetings will be held on the second Wednesday of the month at 6:00pm with the location to be determined at the previous meeting.
- Minutes of each CCPAC meeting will be circulated to members within 2 weeks following the meeting. The minutes will remain in draft form and circulated as such until they are approved by the CCPAC.

Decision Making within CCPAC

- Decisions will be made by vote.

Quorum

- For all purposes, a quorum of the CCPAC shall be 7 members.

Communication

- The Chairperson and Detachment Commander will act as the sole spokespeople for CCPAC.



Information Item

SUBJECT: Microsite for Business Development Tool Kit Update		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Planning and Development	WRITTEN BY: Jerry Pratt	REVIEWED BY: Rick Emmons
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 (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: 1. Managing our Growth	PRIORITY AREA: 1.3 Generate an innovative local economy that stimulates opportunities for investment, business and training	STRATEGIES: 1.3.1 1.3.3 1.3.5
ATTACHMENT(S):		

STAFF RECOMMENDATION:
That Council accepts as information.

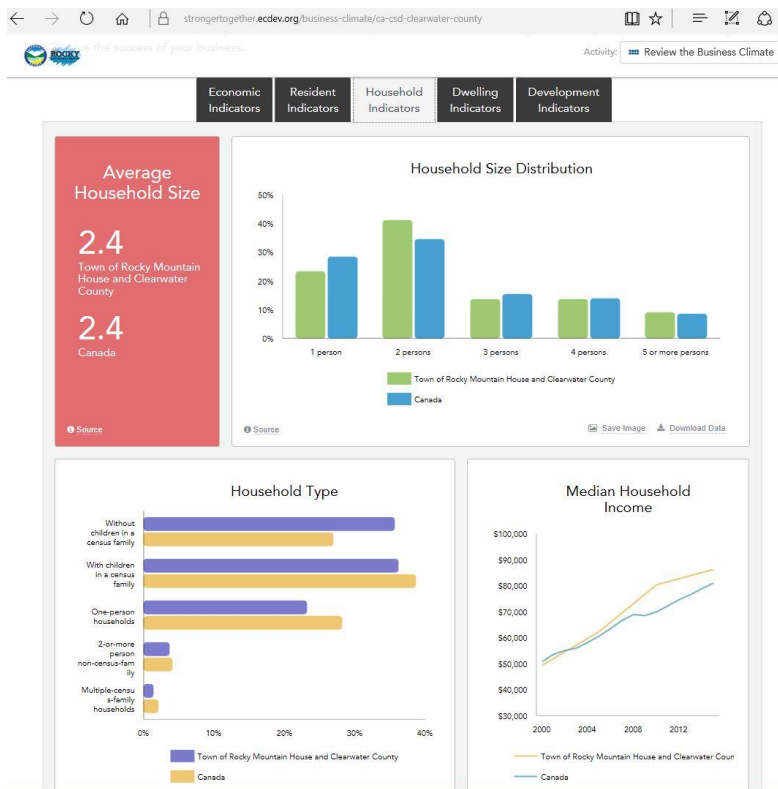
BACKGROUND:

The Economic Development departments for the Town of Rocky Mountain House and Clearwater County have jointly launched an online Business Development Tool Kit to help existing and potential businesses, and site selectors, easily access information about the local economy, demographics and business environment.

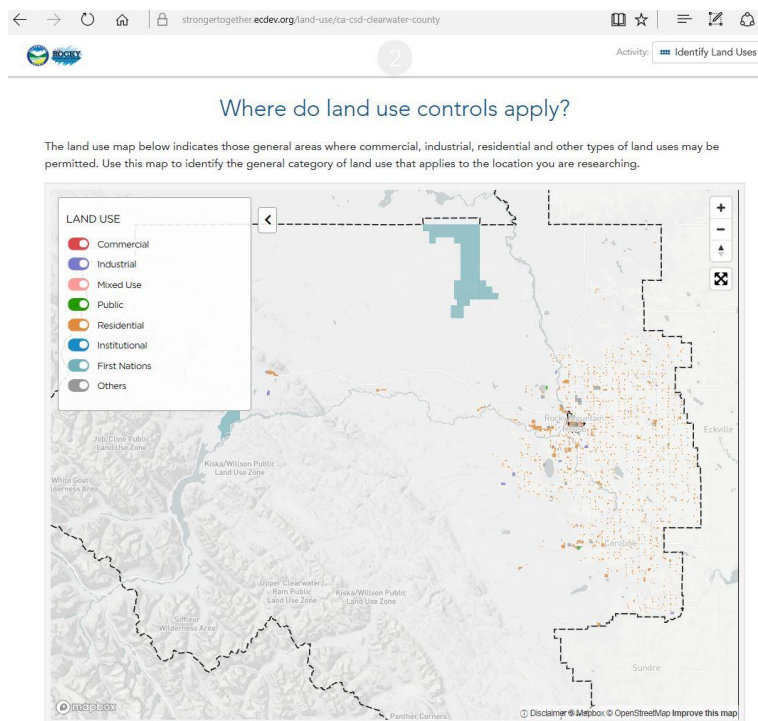
The Business Development Tool Kit also includes zoning information, quick links to taxation levels, and development projects. The information is regularly updated using data from the Government of Alberta and Statistics Canada.

The Business Development Tool Kit was developed for Clearwater County and Rocky Mountain House through a partnership with CAEP and LocalIntel.

Links to the Business Development Tool Kit can be found on each Municipality's website under the Economic Development section or at <https://strongertogether.ecdev.org>



Charts and information from the Business Climate section of the Business Development Tool Kit.



A map page that allows businesses to see current zoning designations and select the types of zoning they would like to see.

Recommendations:
That Council accepts the report as information.



Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Jim Duncan
Date:	August 1, 2018
Signature (Councillor / Board Member):	<i>Jim Duncan</i>

PAYMENT PERIOD

<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March	<input type="checkbox"/> April
<input type="checkbox"/> May	<input type="checkbox"/> June	<input checked="" type="checkbox"/> July	<input type="checkbox"/> August
<input type="checkbox"/> September	<input type="checkbox"/> October	<input type="checkbox"/> November	<input type="checkbox"/> December

Council Supervision Rate	\$1,003.00 / Monthly
Reeve Supervision Rate	\$2,014.00 / Monthly
Deputy Reeve Supervision Rate	\$1,250.00 / Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
July 3	Joint meeting with Town	X					40
July 5	Headwaters Alliance in Drayton	X	X	X			262
July 10	Regular Council				X		X
July 11	ASB Board	X	X				40
July 17	Council Strategic Planning	X					40
July 18	NSWA Board	X	X	X			450
July 24	Regular Council				X		40
July 27	Sasquatch / Masters Games	X					40
<i>July 31</i>	<i>Pow Wow Committee Closure —</i>						<i>40</i>

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Remuneration Calculation (for office use only)							
<i>7</i>	Meetings @ 161.00 =	<i>1127.00</i>		<i>952</i>	Kms @ \$0.55 =	<i>523.60</i>	
<i>5</i>	Meetings @ 127.00 =	<i>635.00</i>		<i>0</i>	Lunch @ 16.00 =	<i>0</i>	
<i>2</i>	Meetings @ 288.00 =	<i>576.00</i>					
	Supervision =	<i>1250.00</i>					
TOTAL =		<i>3588.00</i>			TOTAL =	<i>523.60</i>	

PAID Sept. 12, 2018



DELEGATION

SUBJECT: Keyera Energy Ltd. – Vanessa Cartwright, Community Relations		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Haight / Executive Assistant	REVIEWED BY: 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 (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Managing Growth: Well Governed & Leading Organization	PRIORITY AREA: Local Economy, Natural Environment, Engagement	STRATEGIES: 1.4.4, 1.4.7, 2.3.2, 2.3.3
STAFF RECOMMENDATION:		
That Council receives Keyera Energy Ltd Delegation's presentation for information.		

BACKGROUND:

Keyera representative, Vanessa Cartwright, Community Relations, will provide Council with an update on business development plans and highlight activities specific to Clearwater County.

The following is an excerpt from Keyera Energy Ltd's website:

'Keyera operates one of the largest independent midstream energy companies in Canada. We provide essential services to oil and gas producers in the Western Canada Sedimentary Basin, including NGL gathering and processing, fractionation, storage, transportation, logistics and marketing services. We also provide diluent logistics services for oil sands customers.'



DELEGATION

SUBJECT: Rocky Mountain House Search & Rescue		
PRESENTATION DATE: September 25, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Haight / Executive Assistant	REVIEWED BY: 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 (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Community Well-Being	PRIORITY AREA: Create a safer community through building a sense of belonging and community pride	STRATEGIES: Evaluate and plan the current public safety and emergency services needs within the broader Rocky/Caroline/Clearwater Community
STAFF RECOMMENDATION: That Council receives Rocky Mountain House Search & Rescue Delegation’s presentation for information.		

BACKGROUND:

Rocky Mountain House Search & Rescue (SAR) representatives, Doug Ritchie, Vice President, and Kevin Gagne, Director, will provide Council with a financial update on the organization’s 2017 – 2018 operating expenses and how Clearwater County’s grant funds were used during that time.

The following is an excerpt from SAR’s website:

‘Rocky Search and Rescue, as with most other Search and Rescue Groups, utilizes a variety of resources and skills to accomplish our goals. Whether on a Search Mission, Volunteering at a Community Function or Teaching a group of school children about outdoor survival, our members are recognized as highly skilled, highly trained individuals with the resources available to successfully complete their tasks.’



Rocky Volunteer Search and Rescue Society
Box 1888
Rocky Mountain House, Alberta, T4T 1B4



2017-2018 fiscal year operating expenses.

For the last two years the County has been granting us \$25,000.00 to put towards our operating expenses.

The following are total expenses for the 2017-2018 fiscal year. (April 1- Mar31)

- Communications Radio Licensing and Association dues: \$1,620.00
- Cell phone and Satellite cell phone charges: \$2,675.00
- Mission fuel charges: \$5,582.00
- Vehicle repairs and maintenance: \$6,735.00
- Rescue Ropes: \$1,170.00
- Swiftwater and Technical rescue gear: \$7,708.00
- Training (Wilderness first Aid, Swiftwater, ATV/UTV) \$11,000.00

Total of Base Expenses \$36,490.00

Additional operating and Capital purchases

- Replace 20 yr old snowmobile and rescue toboggan: \$13,500.00
- Radio Replacement \$2,000.00
- Supplemental training courses (Advanced rope rescue and Avalanche rescue Tech.) \$10,000.00
- Helicopter Sling Rescue System \$186,000.00

Total Additional Expenses \$211,500.00

Total Year Expenditures \$247,990.00