

CLEARWATER COUNTY COUNCIL AGENDA
January 13, 2015
9:00 A.M.
Council Chambers
4340 – 47 Avenue, Rocky Mountain House AB

10:30 A.M. CRFRS Service Level Review – C.S. Laird, Fire Chief

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. December 09, 2014 Regular Meeting Minutes
2. December 09, 2014 Public Hearing Minutes

D. PUBLIC WORKS

1. 2015 Winter Gravel Program

E. AG SERVICES & LANDCARE

1. Call For Nominees: Alberta Water Council Lake Management Project Team

F. PLANNING

1. Biodiversity Draft Policy Consultation
2. Subdivision/Development/Environmental Appeal Board Alternate Member At Large

G. MUNICIPAL

1. 2015 Operating & Capital Budgets

H. COMMUNITY & PROTECTIVE SERVICES

1. 10:30 A.M. Clearwater Regional Fire Rescue Service – Service Level Review
2. Red Deer County Request For Support re Alberta Community Partnership Grant Application
3. Industry Canada Announcement Regarding Changes to Utilization of 3500 MHz Spectrum
4. Additional Name Insured – Caroline & District Athletic & Ag Society

I. IN CAMERA*

1. Legal
2. Land
3. Land – Verbal Report

* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act, Sections 21 (1)(ii); 24 (1)(a)(c); 25 (1)(c)iii; and 27 (1)(a)

J. INFORMATION

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

K. ADJOURNMENT



Agenda Item

Project: 2015 Winter Gravel Program	
Presentation Date: January 13, 2015	
Department: Public Works	Author: Kurt Magnus/Marshall Morton
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council reviews and approves the 2015 Winter Gravel Program as submitted.	
Attachments List:	

Background:

The budgeted amount for the 2015 Winter Gravel Program is \$1,160,400.00. The proposed 2015 program has been developed in accordance with this budget.

This year's proposed program will re-gravel approximately 405 km (252 miles) of road, and use approximately 79,000 tonnes of ¾" aggregate from inventory.

The intended start date of the 2015 Winter Gravel Program is Monday, January 19th, pending Council's approval, and suitable weather conditions.

Administration will present the proposed 2015 Winter Gravel Program Map for Councils review at the meeting.



Agenda Item

Project: Call for Nominees: Alberta Water Council Lake Management Project Team	
Presentation Date: January 13, 2015	
Department: Ag Services & Landcare	Author: Tracy Haight/Matt Martinson
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council submits interested Councillors as nominees to represent the AAMDC on the Alberta Water Council Lake Management Project Team.	
Attachments List: 1. Letter from AAMDC 2. Lake Management Project Team Terms of Reference	

Background:

The Alberta Association of Municipal Districts and Counties (AAMDC) is calling on their rural municipal members to submit nominees to act as their representative on the Alberta Water Council (AWC) Lake Management Project Team.

The attached letter from Tasha Blumenthal, AAMDC Policy Analyst, notes the objectives of the project; information required from interested individuals; deadline for nominee submission (January 13, 2015); and web page links to access detailed information on the AWC and the Lake Management Project.

Also attached is the Terms of Reference for the project which outlines key tasks and timelines and notes “the purpose of this initiative is to provide recommendations for improved lake management in Alberta to support achievement of *Water for Life* goals”.

If Council approves the recommendation, Staff will be pleased to assist interested councillors with their submission.

December 22, 2014

Dear Mayors, Reeves and CAOs,

The AAMDC represents rural municipal interests as an active member on the [Alberta Water Council](#) (AWC). To provide recommendations for improved lake management in Alberta to support achievement of *Water for Life* goals, the AWC is establishing a [Lake Management Project Team](#) and the AAMDC is calling on members to submit nominees that have technical expertise and an interest in representing the association on this project team.

The objectives of the project team include:

- Documenting and assessing the current state of lake management planning and governance (e.g., roles and responsibilities) in Alberta,
- Identifying gaps, redundancies and opportunities for improvements in lake management, and
- Developing recommendations toward effective lake management in Alberta, including roles and responsibilities.

The project is scheduled to begin in January 2015 with an estimated two-year commitment. Project team meetings will be scheduled between Calgary and Edmonton. If your municipality would like to present an individual for consideration, please submit the following information by **January 13, 2015** to me via email at tasha@aamdc.com:

1. Name and contact information for individual
2. Statement of interest which includes:
 - a. A description of what the individual could contribute to the project team, and
 - b. Any related organizations or agencies (besides AAMDC) the individual is a member of.

Once all nominees are collected, the AAMDC Board of Directors will select a representative and advise the Alberta Water Council and all nominees. I will serve as the alternate for this project team and will represent the AAMDC until a project team member is selected.

The Terms of Reference for the AWC Lake Management Project Team is attached for further information.

This information will be distributed in a member bulletin in the December 31 issue of Contact but because of the tight timelines and the holidays, we are sharing it directly with you via email.

Please feel free to contact me with any questions.

Regards,

Tasha Blumenthal

Policy Analyst
Advocacy Division
AAMDC - Alberta Association of Municipal Districts and Counties
2510 Sparrow Drive, Nisku, AB T9E 8N5
P: 780.955.4094
tasha@aamdc.com | <http://aamdc.com>



Lake Management Project Team

Terms of Reference

Approved by the Alberta Water Council on: October 30, 2014.

CONTEXT:

- The lake management initiative originated from a Statement of Opportunity (SOO) brought forward to the Council by the Alberta Lake Management Society. The Council identified this initiative as a potential project at the October 2013 board meeting and established a working group to further define the scope of a potential project.
- Alberta's lakes exhibit natural variability in trophic status with some being nutrient rich and others nutrient poor and less productive. Lakes in the central region, where anthropogenic pressures are arguably higher and projected to increase, are generally naturally eutrophic and further nutrient inputs could exacerbate existing problems. Human influence on watershed land use and lake ecosystems in the last 100 years has altered the nature of some Albertan lakes, and is evident in scientific data and repeated anecdotally from those living near these lakes. Influences include control of water levels, diversion of water, changing the land cover and use in the lake's drainage basin, overfishing, urbanizing the lakeshore and climate change. Our finite lake resource is under pressure.
- As growth continues the public expectation of adequate protection of those attributes associated with the Canadian lake experience (good water quality, good sport fishing, safe contact recreation, pleasing aesthetic values, and healthy aquatic ecosystems) will also continue.
- There are two major challenges to effective lake management in Alberta: a) ensuring sufficient information on the ecological characteristics of any given lake to effectively inform management, and b) defining management roles and responsibilities. There is an opportunity for a proactive, coordinated approach to lake monitoring, evaluation, reporting and management. This comes with the understanding that a watershed approach to the development of lake management plans is an effective, supported and current approach in Alberta.
- The Council uses a multi-stakeholder consensus based process to provide recommendations to advance the three goals of the *Water for Life* Strategy. This project aligns with advancing the three goals by incorporating the Council's multi-stakeholder approach in the development of effective cross-sector solutions.
- The Project Team will operate in a manner that is consistent with the rules, policies and procedures adopted by the Alberta Water Council, including the use of consensus to make decisions in a multi-stakeholder process.

STRATEGIC INTENT (GOAL):

The purpose of this initiative is to provide recommendations for improved lake management in Alberta to support achievement of *Water for Life* goals.

OBJECTIVES:

- Document and assess the current state of lake management planning and governance (e.g., roles and responsibilities) in Alberta.
- Identify gaps, redundancies and opportunities for improvements in lake management.
- Develop recommendations toward effective lake management in Alberta, including roles and responsibilities.

KEY TASKS:

- Develop a work plan of main steps and expected products or outcomes for each task.
- Develop a list of what lake management includes.
- Summarize the current state of lake management in Alberta, including: a) examples of management planning/plans; b) monitoring/research, evaluation and reporting; c) implementation of lake and watershed management plans and practices; and, d) education and awareness initiatives.
 - Engage key groups as needed.
 - Consider current and evolving policy and legislation.
 - Engage experts as needed (e.g., to address concerns regarding legal aspects of lake management).
- Identify the current roles and responsibilities of the main players in lake management activities or components.
- Consider current lake management approaches and practices from other jurisdictions (e.g., presentations from informed experts).
- Identify gaps and redundancies in the existing lake management system, and highlight opportunities for improving lake management in Alberta.
- Based on the information and evaluation above, develop a draft approach for lake management.
 - Some factors to consider in lake management include: the aquatic ecosystem; major land use types; activities in the watershed; potential influences (including cumulative impacts) on the health of lakes; the hydrology of the area surrounding the lake; lake water quality and quantity, including trends; uses of lakes and reservoirs; lake-specific objectives or desired outcomes; economic and governance requirements; alignment of lake and associated watershed planning with overlapping plans (e.g., Land Use Framework plans and municipal development plans); and the role of existing legislation, policy, guidelines (e.g., *Water Act*, *Environmental Protection and Enhancement Act*, *Alberta Land Stewardship Act*, *Agricultural Operation Practices Act*, *Municipal Government Act* and GoA policy on “Consultation with First Nations on Land and Natural Resource Management”).

- Organize a facilitated workshop with key stakeholder representatives involved in lake management.
 - The workshop will be used as a forum to solicit feedback on the draft approach for lake management, to inform the team’s development of final recommendations.
- Provide updates to the Alberta Water Council as needed.
- Provide recommendations to Council.

TIMELINES and DELIVERABLES:

- Present initial findings on the current state of lake management in Alberta.....June 2015
- Hold a facilitated workshop bringing together stakeholders involved in lake management (consider opportunities to combine with related events).....Fall 2015
- Draft final report recommendations.....March 2016
- Final report recommendations.....June 2016

SUGGESTED MEMBERSHIP:

Industry:

- Irrigation
- Cropping
- Livestock
- Forestry
- Oil and Gas
- Tourism and Recreation

Non-Governmental Organizations:

- Environmental NGO
- Fish Habitat Conservation
- Lake Environment Conservation
- Watershed Planning and Advisory Councils

Government:

- Small Urban
- Rural
- First Nations
- Metis Settlements

Government of Alberta and Provincial Authorities:

- Aboriginal Relations
- Agriculture and Rural Development
- Alberta Innovates – Energy and Environment Solutions
- Environment and Sustainable Resource Development
- Municipal Affairs
- Alberta Health
- Culture and Tourism

BUDGET:

The Working Group estimates a total budget of \$96,000 to complete the project, broken down as follows:

Core Funding Costs (covered by Alberta Water Council):

Project Team Support	\$ 70,000
Hosting	\$ 5,000
Communications Support	\$ 6,000

Project Funding Costs (covered by stakeholders):

A facilitated workshop bringing together lake management stakeholders	\$ 15,000
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The following description will be used for the defining of 'ecosystem services' as 'the benefits people receive from nature, such as oxygen to breathe, clean water to drink, fertile soil for food production, physical materials for shelter and recreational opportunities.'

One of Alberta Environment and Sustainable Resource Development's (AESRD's) mandate is to ensure the sustainability of air, land, water, and biodiversity in the province. This policy is intended to provide the primary direction for conservation and management of Alberta's native biodiversity in addition to the biodiversity management frameworks developed to support implementation of regional plans under the Land-use Framework.

A draft Alberta's Biodiversity Policy (attached) has been developed considering input previously received from stakeholders as part of other initiatives including Alberta's Land-use Framework and subsequent regional planning initiatives. The Policy intent as noted in the draft document is that: *"The Conservation, stewardship and sustainable use of Alberta's native biodiversity is a foundation for our continued prosperity and high quality of life."*

The draft policy is intended to outline strategic outcomes required to achieve the intent identified and strategic directions that address challenges to biodiversity. These include:

- Integrated planning and decision making,
- Conservation and stewardship,
- Information management, inventory, monitoring and research and,
- Education and awareness.

Alberta's Biodiversity Policy will be integrated with the Land-use Framework and regional plans through Biodiversity Management Frameworks (BMF) developed to reflect regional objectives.

The Government of Alberta is seeking feedback on Alberta's draft Biodiversity Policy via the completion of a brief survey (attached). Completed surveys can be returned via email to:

ESRD.Alberta.biodiversity.policy@gov.ab.ca by **January 26 2015.**

The anticipated outcomes AESRD hopes to achieve through this process are:

- #1 - The diversity of Alberta's ecosystems, species and genetics will be conserved.
- #2 - Albertans and Alberta's Aboriginal peoples value the province's biodiversity and will contribute to its conservation and sustainable use.
- #3 - Alberta's biological resources will be used in a sustainable manner that reflects underlying ecological processes as well as population and ecosystem renewal capacities.

The principles AESRD has identified are:

- #1 – Awareness, Understanding and Appreciation,
- #2 – Stewardship Ethic,
- #3 – Cooperation and Collaboration.
- #4 – Incorporation of Dynamic Knowledge,
- #5 – Limits to Capacity,
- #6 – Resiliency (the ability to recover quickly from setbacks),
- #7 - Risk Management, and
- #8 - Inter-generational Equity.

The Strategic Directions the province has requested comments on are:

- Integrated Planning and Decision-Making
- Conservation and Stewardship
- Information Management

Administratively, the concerns identified with the draft Provincial Biodiversity Policy is it lacks specific criteria to analyze. Without identifiable perimeters/actions, it is difficult to assess outcomes or impacts to our region. Would this policy involve increased consultation? Would this policy require monetary compensation, thereby adding another fiscal weight to Alberta taxpayers? Would this policy simply add bureaucracy to existing policies? These questions cannot be answered at this time given the information provided.

December 17, 2014

Government of Alberta Seeking Input on Alberta's Draft Biodiversity Policy

Alberta Environment and Sustainable Resource Development (ESRD) works to ensure the sustainability of air, land, water, and biodiversity in the province. Overarching provincial strategies exist for the management of air and land, and ESRD is working towards a province-wide policy for Alberta's biodiversity. This policy is intended to provide overarching direction for conservation and management of Alberta's native biodiversity in addition to the biodiversity management frameworks developed to support implementation of regional plans under the Land-use Framework.

A draft Alberta's Biodiversity Policy (attached) has been developed considering input previously received from stakeholders as part of other initiatives including Alberta's Land-use Framework and subsequent regional planning initiatives. The Policy intent as noted in the draft document is that:

The Conservation, stewardship and sustainable use of Alberta's native biodiversity is a foundation for our continued prosperity and high quality of life.

The draft policy outlines strategic outcomes required to achieve the intent identified and strategic directions that address challenges to biodiversity. These include:

- Integrated planning and decision making,
- Conservation and stewardship,
- Information management, inventory, monitoring and research and,
- Education and awareness.

Alberta's Biodiversity Policy will be integrated with the Land-use Framework and regional plans through Biodiversity Management Frameworks (BMF) developed to reflect regional objectives. Indicators and thresholds will be identified to monitor and assess appropriate management responses as part of the BMF.

The Government of Alberta is seeking feedback on Alberta's draft Biodiversity Policy via the completion of a brief survey (attached). Completed surveys can be returned via email to: ESRD.Alberta.biodiversity.policy@gov.ab.ca by **January 26 2015**.

Enquiries may be directed to:

Tasha Blumenthal
Policy Analyst
780.955.4094

Kim Heyman
Director of Advocacy & Communications
780.955.4079

Gathering Feedback on Alberta's Biodiversity Policy Draft

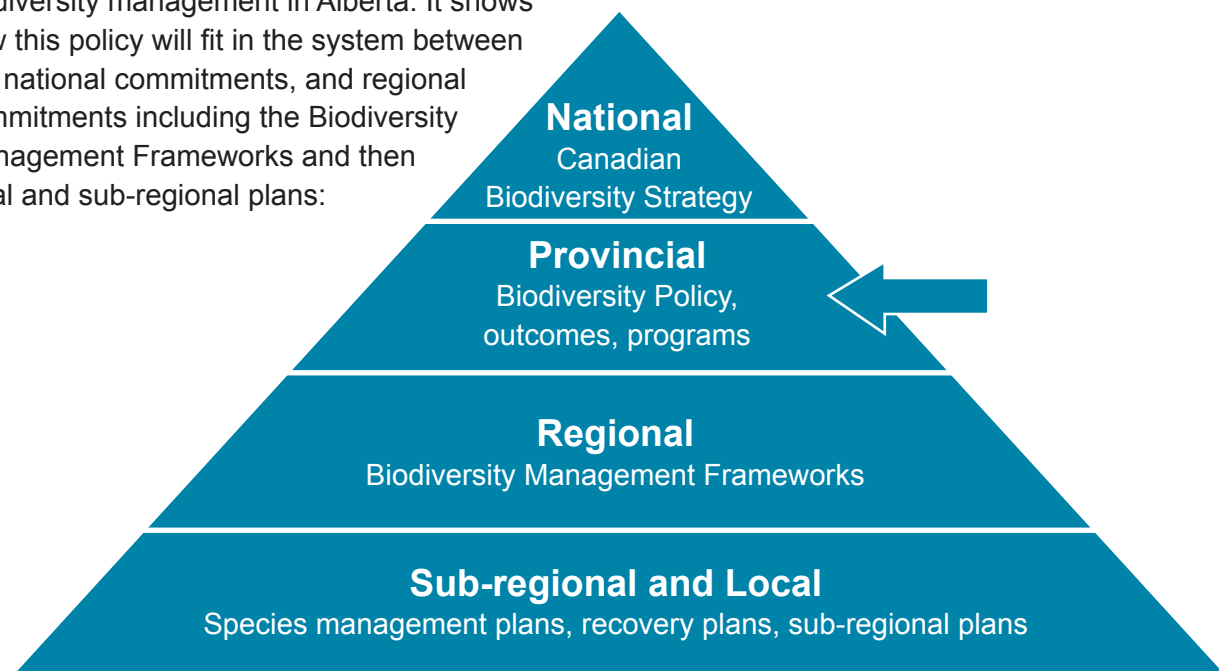
Alberta Environment and Sustainable Resource Development (ESRD) has been working to develop a provincial-scale policy for Alberta's biodiversity. This overarching policy includes the intent and outcomes the province intends to achieve for biodiversity, along with eight principles and four strategic directions needed to reach these outcomes.

ESRD would like to understand the perspective of your organization and obtain any additional thoughts regarding the intent, outcomes, principles and strategic directions for this draft policy. Your input will be considered as the biodiversity policy is finalized.

Name of Organization Responding

When completed, please submit this form to ESRD.Alberta.biodiversity.policy@gov.ab.ca. The deadline for responses is January 26, 2015. If you have any questions and/or concerns, please contact Gillian Kerr at 780-437-8526 or by email at ESRD.Alberta.biodiversity.policy@gov.ab.ca.

The provincial-scale Alberta's Biodiversity Policy will work within a larger system of biodiversity management (see diagram below). This diagram illustrates the relationship between components of biodiversity management in Alberta. It shows how this policy will fit in the system between our national commitments, and regional commitments including the Biodiversity Management Frameworks and then local and sub-regional plans:



Alberta's Biodiversity Policy

Please indicate how strongly you agree or disagree with the following statements by selecting ONE of the boxes to the right of the statements on the **DRAFT DEFINITIONS AND INTENT** statements for **Alberta's Biodiversity Policy**:

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
You support the development of an Alberta Biodiversity Policy.					
The following definition was your understanding of 'biodiversity' before you read this draft policy: <ul style="list-style-type: none"> The draft policy defines biodiversity as 'the assortment of life on Earth – the variety of genetic material in all living things, the variety of species on Earth and the different kinds of living communities and the environments in which they occur'. 					
The following description was your understanding of 'ecosystem services' before you read this draft policy: <ul style="list-style-type: none"> The draft policy describes 'ecosystem services' as 'the benefits people receive from nature, such as oxygen to breathe, clean water to drink, fertile soil for food production, physical materials for shelter and recreational opportunities.' 					
You support the ' Intent ' for this draft policy: <ul style="list-style-type: none"> The conservation, stewardship, and sustainable use of Alberta's native biodiversity is a foundation for our continued prosperity and high quality of life. 					

Please select ONE of the following boxes that best describes how strongly you agree or disagree with the following **DRAFT OUTCOMES** for **Alberta's Biodiveristy Policy**:

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Outcome #1 The diversity of Alberta's ecosystems, species and genetics will be conserved.					
Outcome #2 Albertans and Alberta's Aboriginal peoples value the province's biodiversity and will contribute to its conservation and sustainable use.					
Outcome #3 Alberta's biological resources will be used in a sustainable manner that reflects underlying ecological processes as well as population and ecosystem renewal capacities.					

Please select ONE of the following boxes that best describes how strongly you agree or disagree with the following **DRAFT PRINCIPLES for Alberta's Biodiversity Policy**:

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
<p>Principle #1 – Awareness, Understanding and Appreciation: Biodiversity literacy and commitment to conservation will involve awareness, understanding, and appreciation by all Albertans and Alberta's Aboriginal peoples, of the ecological, economic, social and intrinsic values provided by biodiversity.</p>					
<p>Principle #2 – Stewardship Ethic: Conservation actions are guided by an ethic of respect for, and responsibility to, biodiversity and ecosystem health. Stewardship responsibility is shared amongst governments, industry, organizations and citizens.</p>					
<p>Principle #3 – Cooperation and Collaboration: Conservation of biodiversity and sustainable use of biological resources involves cooperation, integrated decision-making and collaborative action.</p>					
<p>Principle #4 – Incorporation of Dynamic Knowledge: Biodiversity conservation and sustainable use involves use of the best available knowledge drawn from research, inventory, monitoring and practical experience, including local community and Aboriginal knowledge.</p>					
<p>Principle #5 – Limits to Capacity: Conservation of biodiversity and sustainable use of biological resources involves a knowledge of, and respect for, limits to the direct use of biological populations, communities and ecosystems within their capacity to self-replenish.</p>					
<p>Principle #6 – Resiliency: It is important to retain the range of habitats, species and genetic resources in healthy numbers and amounts to maximize the probability of ecosystem function sustainability and recovery from natural disturbances and adaptation to human caused stressors including climate change. Conditions to create resilience must be integrated into the management of land-use and biodiversity.</p>					
<p>Principle #7 - Risk Management: Conservation of biodiversity and sustainable use of biological resources involves an assessment of risks and proactive measures to avoid potentially irreversible changes, especially where cause and effect relationships are not fully known, including impacts from changes to natural disturbance regimes.</p>					
<p>Principle #8 - Inter-generational Equity: Decisions affecting conservation of biodiversity and sustainable use of biological resources involve consideration of implications to both current and future generations of Albertans.</p>					

Alberta's Biodiversity Policy

Please select ONE of the following boxes that best describes how strongly you agree or disagree with the **DRAFT STRATEGIC DIRECTIONS** that will guide actions to achieve the **Intent and Outcomes of Alberta's Biodiversity Policy**.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
<p>Integrated Planning and Decision-Making: Integrate biodiversity values, knowledge, and a conservation mindset within relevant policies, strategies, governance structures, planning/decision-making processes, and organizational culture.</p>					
<p>Conservation and Stewardship: Provide support mechanisms, develop program initiatives/enhancements, and assess incentives that enable Albertans to conserve and enhance biodiversity and use biological resources in a sustainable manner.</p>					
<p>Information Management, Inventory, Monitoring and Research: Improve our knowledge of Alberta's biodiversity, as well as the availability and use of information on the province's biodiversity.</p>					
<p>Education and Awareness: Develop environmental education programs and initiatives for Albertans to gain an understanding of biodiversity including its value, the need to conserve it, and how to use it in a sustainable manner.</p>					

Please use this space to expand upon any of your answers to the questions above, and/or to provide comments or questions on the draft Alberta's Biodiversity Policy.

Thank you for taking the time to provide this valuable feedback.

Information you provide to Alberta Environment and Sustainable Resource Development (ESRD) is collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and is managed in accordance with Part 2 of the *FOIP Act*. The purpose of this survey is to gather stakeholder perspectives and opinions which will be used by ESRD to assist in developing Alberta's Biodiversity Policy. Any contact information or personal information you provide returning this survey may be used by ESRD to update internal stakeholder contact lists. These stakeholder lists could be used or disclosed as part of future ESRD initiatives or as required to do so by law. Should you wish to have your personal information removed or corrected or if you have concerns pertaining to Alberta's Biodiversity Policy, please contact us at 780-437-8526.

Alberta's
Biodiversity
Policy
DRAFT

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Executive Summary

Biodiversity, or 'biological diversity', is defined as the assortment of life on Earth – the variety of genetic material in all living things, the variety of species on Earth and the different kinds of living communities and the environments in which they occur¹. Biodiversity exists throughout Alberta, both on land and in water, and includes all organisms and their genetic variability, from microscopic bacteria to very complex ecosystems like the boreal forest. Native biodiversity refers specifically to species and ecosystems native or naturally occurring in the various natural regions of Alberta.

All biodiversity has intrinsic value, or value for its own sake, supporting food webs and life within ecosystems. Biodiversity is also foundational for the supply of ecosystem services – the benefits people receive from nature, such as oxygen to breathe, clean water to drink, fertile soil for food production, physical materials for shelter and landscapes for recreational opportunities. Biodiversity and the ecosystem services it underpins are critical to the physical, economic, social and cultural well-being of current and future generations of Albertans.

As Alberta's population and economy continue to grow, pressure on ecosystems is increasing and the effective management of biodiversity is becoming more difficult. There are a number of major challenges that make conserving and maintaining native biodiversity difficult as they can lead to a loss of biodiversity, impairment of critical ecosystems and ecosystem services, and the genetic evolutionary potential of species to adapt. The challenges include:

- habitat degradation, fragmentation and loss;
- invasive alien species;
- unsustainable use or overharvest of species and unique populations (e.g. fish, wildlife and native vegetation);
- climate change;
- pollution;
- genetic materials used for reclamation, reforestation, or fish and wildlife stocking purposes that may not be location appropriate from a biodiversity perspective; and
- the cumulative effects of all these challenges together.

Alberta's Biodiversity Policy outlines the province's commitment to the conservation of biodiversity and the sustainable use of biological resources for the continuing benefit of society, both today and in the future. The Land-Use Framework acknowledges changes on Alberta's landscape and aims to respond to these challenges by setting out an approach to support the management of land use influences and cumulative effects on biodiversity.

The intent of the policy is to conserve, steward and ensure sustainable use of Alberta's biodiversity to support our continued prosperity and high quality of life. To meet this intent, and within the context of our current knowledge, the policy commits Alberta to maintain native biodiversity at levels that sustain

¹ Land-use Framework. 2008. Government of Alberta.

long-term ecosystem function and ecosystem services with consideration of how that compares to recent ranges of variability for ecologically relevant time frames, such as multiple decades, and spatial scales such as Natural Regions and Sub-regions of Alberta, major provincial river basins and watersheds. Additionally, it is important to raise the awareness and understanding among Albertans that native biodiversity is important for intrinsic value and our survival, and that it is complex, dynamic, multi-layered and adapted to natural disturbance regimes.

It is recognized there are areas where elements of native biodiversity and ecosystem function have been significantly reduced or degraded by human activity. The goal of this policy is to reclaim or restore these areas to more ecologically sound conditions, respectful of the different approaches on working landscapes, as well as public and private lands. Maintaining healthy habitats and species populations ensures Alberta will continue to have choices about what it wants to achieve from environmental, economic and social perspectives, as well as the ongoing delivery of healthy species and ecosystems and the ecosystem services that Albertans depend on for a high quality of life, now and in the future.

The provincial-scale Alberta’s Biodiversity Policy will fit within a larger system of biodiversity management. Figure 1 illustrates the relationship between components of biodiversity management in Alberta. It shows how this policy will fit in the system between our national commitments, and regional commitments including the Biodiversity Management Frameworks and then local and sub-regional plans:

To support the achievement of the policy intent, the policy is based on three outcomes, eight policy principles and includes four strategic directions which are outlined in Figure 2.

Figure 2: System of Biodiversity Management

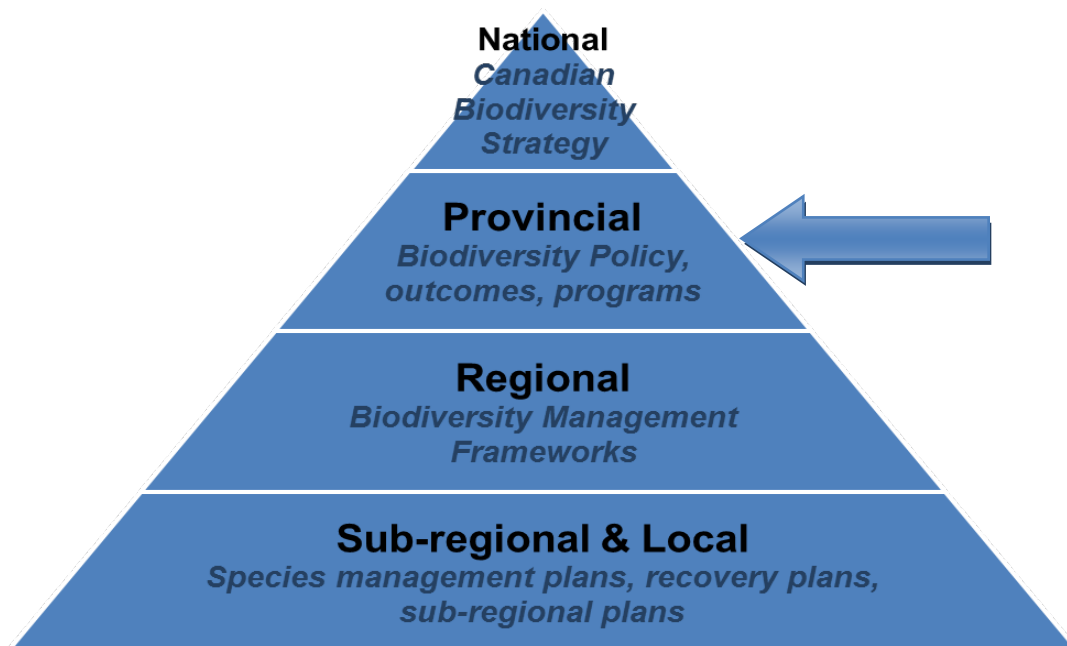
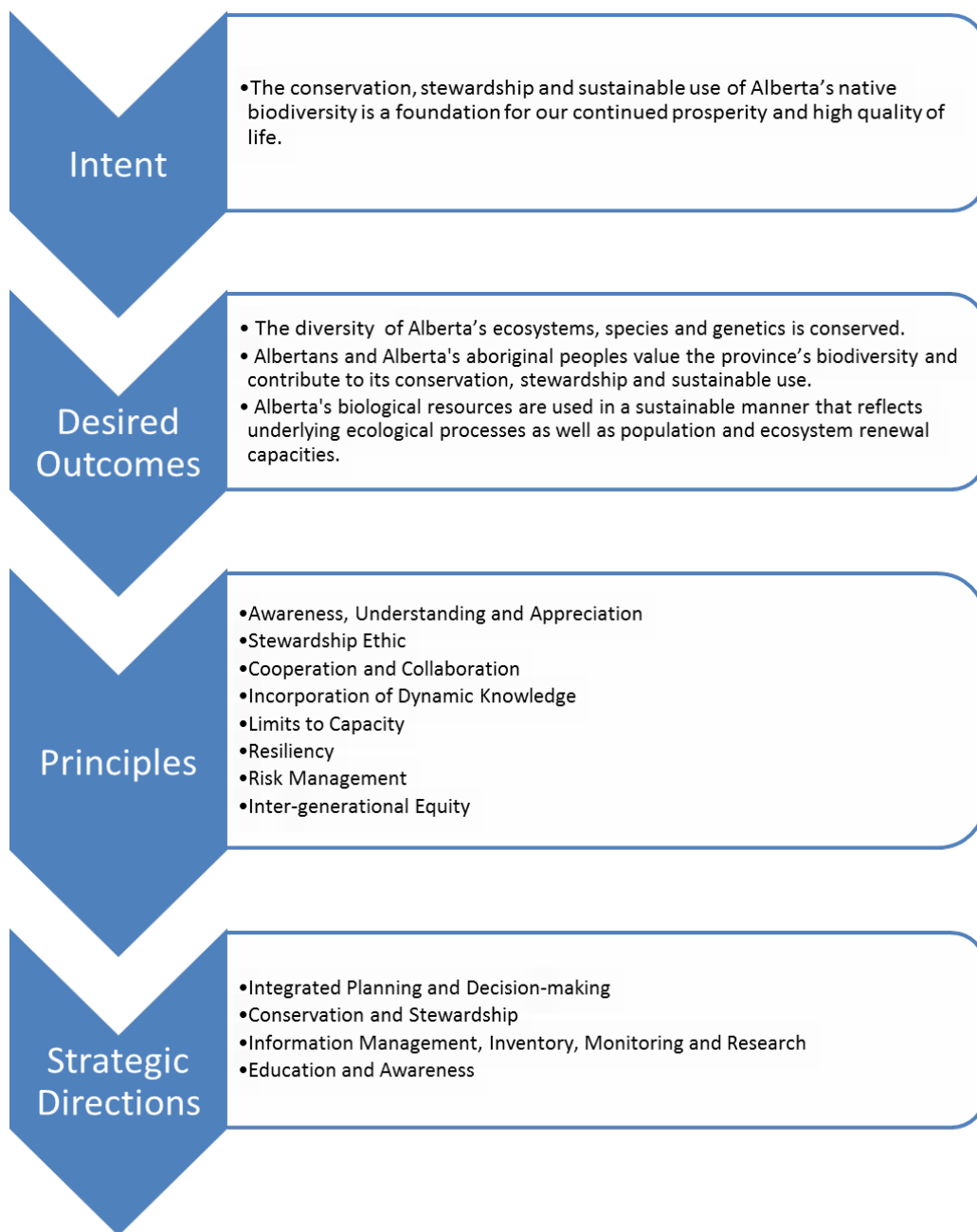


Figure 2: Alberta’s Biodiversity Policy



1.0 Context and Background

1.1 Policy Context

The Government of Alberta is committed to the sustainable use of its natural resources, cumulative effects management, and management and conservation of all Alberta's native biodiversity.

Alberta is a signatory to the Canadian Biodiversity Strategy (1995), a commitment made by Canada under the 1992 United Nations Convention on Biological Diversity. Alberta, along with other Canadian jurisdictions, agreed to use the Canadian Biodiversity Strategy and the Biodiversity Outcomes Framework for Canada (2006) as guides for actions to conserve biodiversity and to ensure the use of biological resources is done in a sustainable manner.

Alberta's Biodiversity Policy supports Alberta's Land-use Framework (LUF), which sets out a new approach to managing our province's land and natural resources to achieve our long-term social, economic and environmental goals. The Biodiversity Policy outlines the Government of Alberta's commitment to biodiversity by setting the policy direction for the conservation and management of Alberta's native biodiversity, and providing direction for Biodiversity Management Frameworks. The policy also provides context and high-level guidance for other activities that could affect biodiversity, such as species management, forest management, and energy and mineral sector planning and development.

1.2 Background

1.2.1 What are Biodiversity and Native Biodiversity?

Biodiversity, or 'biological diversity', is defined as the assortment of life on Earth – the variety of genetic material in all living things, the variety of species on Earth and the different kinds of living communities and the environments in which they occur². Biodiversity exists throughout Alberta, both on land and in water, and includes all organisms and their genetic variability, from microscopic bacteria to very complex ecosystems like the boreal forest.

Native biodiversity refers specifically to species and ecosystems native or naturally occurring in the various natural regions of Alberta. These species and ecosystems have adapted over time to the environmental conditions and natural ecological processes, including disturbances such as fire, found where they occur.

The three levels of biodiversity that the Alberta government is committed to managing and conserving are:

² Land-use Framework. 2008. Government of Alberta.

- Ecosystems, which are dynamic complexes of plants, animals and microorganism communities and their non-living environment that interact as functional units;
- Species diversity, which is the variety of living organisms naturally found within Alberta, such as different mammals, birds, insects, plants and microorganisms; and
- Genetic diversity within and between populations of all species, which leads to differences in attributes, such as colour or size of individuals and enables them to adapt over time to live in different habitats and co-exist with other species.

1.2.2 Why is Biodiversity Important?

1.2.2.1 Biodiversity is Foundational for Ecosystem Services

Biodiversity and ecosystem services together comprise the functions, benefits and services from our interdependent terrestrial and aquatic ecosystems that contribute to Alberta's quality of life. Biodiversity is foundational for the supply of ecosystem services – the direct and indirect benefits Albertans receive from nature, such as oxygen to breathe, clean water to drink, fertile soil for food production, physical materials for shelter and landscapes for recreational opportunities. Biodiversity and the ecosystem services it underpins are critical to the physical, economic, social and cultural well-being of current and future generations of Albertans. Changes in native biodiversity can affect the types, location and flow of ecosystem services. Ecosystems with native biodiversity produce different ecosystem services than a similar landscape that is altered by human use. This distinction is important when considering how biodiversity contributes to the resilience³ of ecosystems, and the unknown future value of native biodiversity for societal needs.

1.2.2.2 Economic Value of Biodiversity

While biodiversity is vital to our health and well-being, it is also economically important. The economic value derived from healthy biodiversity for forestry, tourism, fishing and hunting opportunities alone can exceed \$11 billion annually. The revenue generated by Alberta's forest industry in 2012 was more than \$5.3 billion, and provided about 12,600 jobs⁴. In 2011, total expenditures in the tourism sector were about \$5.67 billion⁵. There is about \$1.0 billion in annual expenditures related to hunting and fishing in Alberta⁶. Healthy native grasslands also provide an economic benefit through the sustainable use of grasslands; for example in the production of beef, as well as providing habitat for species that contribute to hunting, fishing and tourism opportunities.

Albertans also value many aspects of biodiversity that are not captured in current measurements of the economy. Some species may have an undefined future value to Albertans, such as a source of new

³ Resilience – defined as the capacity of ecosystems to absorb disturbances without undergoing fundamental change. Can forest management based on natural disturbances maintain ecological resilience? 2006. Drever, C.R.; Peterson, G.; Messier, C.; Bergeron, Y.; Flannigan, M.D. Canadian Journal of Forest Research 36: 2285 - 2299.

⁴ Forestry Economic Impact Report 2012, published May 2013

⁵ 2012 Alberta Official Statistics, Alberta Office of Statistics and Information

⁶ National Sportfishing Survey 2010, and Hunting for Tomorrow Survey 2008.

medicines or domesticated species. Humans value individual species depending on our interests, needs and experiences. There is also the value of non-market benefits that include aboriginal traditional use, cultural needs, recreational opportunities (e.g., bird watching, berry picking,) and other services such as water filtration and climate regulation. All these benefits depend on healthy native biodiversity and functioning ecosystems. There are opportunities for the inclusion of ecosystem services from biodiversity in policy and planning, including economic evaluations, as these services are critical to the health and well-being of current and future generations of Albertans.

1.2.2.3 Importance of Biodiversity to Aboriginal People

Aboriginal peoples have an historical relationship with Alberta's biodiversity; aspects of this relationship are protected by Treaty rights. Aboriginal people have a holistic systems approach towards biodiversity conservation in their cultural and spiritual practices, hunting and fishing, and harvesting of plant materials.

1.2.2.4 Intrinsic Value

Biodiversity, whether it is a diversity of species, ecosystems or genetics, deserves to be appreciated and conserved for its own sake and for the sake of future generations of Albertans. While all biodiversity has value as primary producers, prey, predators or decomposers that make up and maintain ecosystems and their functions, intrinsic value refers to a value of biodiversity that is unrelated to human needs and what it can be converted into.

1.3 Biodiversity Management Considerations

Maintaining healthy habitats and species populations ensures Alberta will continue to have choices about what it wants to achieve from environmental, economic, and social perspectives now and in the future. Albertans do not want species to decline and become designated as an endangered or threatened species, or as a species of special concern. Species declines reduce ecosystem resiliency, and it is more difficult to recover a species than it is to maintain one.

1.3.1 Managing Impacts of Development to Biodiversity

Terrestrial or aquatic biodiversity can be disturbed by human activity and development. In some circumstances, disturbed sites are able to recover completely on their own; other sites need to be actively reclaimed or restored. Managing the impacts of development and other activities on working landscapes, along with conserving and managing biodiversity will ensure the continued delivery of healthy species and ecosystems, as well as the ecosystem services that Albertans depend upon for a high quality of life. Healthy ecosystems with a range of biodiversity increases resilience and also helps Alberta maintain a variety of management and land use options.

1.3.2 Conservation of Biodiversity

Conservation of biodiversity is defined as the maintenance of Alberta’s native resources in a manner that sustains ecosystems, species and genetic diversity, as well as the evolutionary and other processes that shaped them. In many areas, the sustainable use of biological resources may be permitted. In others, some aspects of human use may be excluded as part of a conservation management approach for a species or overall landscape or watershed.

There are a wide suite of tools, on a range of scales, which could help with the conservation of biodiversity. These tools could be applied to the full range of landscapes in Alberta – from working landscapes with agricultural, commercial harvesting and resource extraction uses, to protected areas the use of which have been shown to retain biodiversity in local studies⁷. Conservation and maintenance of healthy habitats and native species increases the sustainability and resiliency of the ecosystem to challenges such as invasive species and climate change. It is recognized that certain ecosystems have evolved under natural disturbances such as fire and grazing, and excluding these mechanisms may have other unintended and potentially undesirable consequences.

1.3.3 Challenges to the Conservation of Biodiversity

Human activities and consumption of resources are the primary factors driving change in our environment. These changes alter the abundance of native biodiversity. Where activities negatively affect ecosystem function and the supply of ecosystem services is reduced, our economy and quality of life may be adversely affected. Major challenges to conserving and maintaining biodiversity and the ecosystem services they provide are:

- **Habitat degradation, fragmentation and loss** due to an increasing human footprint on the landscape as the result of increasing demand for goods and services associated with a growing provincial population and strong economy,. Additionally, the suppression of natural processes such as fire can also lead to habitat degradation and loss.
- **Invasive alien species** are plants, animals, and micro-organisms, whose introduction (either accidental or deliberate) threatens the native species, environment, the economy and/or society, including human health.
- **Unsustainable use or overharvest of species** (e.g. fish, wildlife and native vegetation) when they are removed faster than these same resources can be replaced by reproduction and growth.
- **Climate change** could result in ecological changes, for example the locations of transition zones and community types may shift; and the frequency and severity of droughts, wildfires, pests and disease outbreaks, and flooding may change.
- **Pollution**, including contamination of air, water, soils and food chains, as well as noise and light pollution.

⁷ Coetzee BWT, Gaston KJ, Chown SL (2014) Local Scale Comparisons of Biodiversity as a Test for Global Protected Area Ecological Performance: A Meta-Analysis. PLoS ONE 9(8): e105824. doi:10.1371/journal.pone.0105824

- **Genetic materials used for reclamation, reforestation, or fish and wildlife stocking purposes that may not be location appropriate from a biodiversity perspective** leading to lowered levels of population and landscape level genetic diversity and fitness, as well as displacement and dilution of local genetic resources.
- **Cumulative effects** of the above stressors which come together in time and space and can have both additive and unpredictable compounding effects on biodiversity.

1.3.4 Building on Alberta's Existing Biodiversity Efforts

Alberta is well positioned to address the challenges to managing and conserving biodiversity. Some key opportunities are:

- **Albertans care** and have demonstrated their commitment to the conservation of Alberta's wild species and natural spaces in surveys, consultations, activities and through volunteerism. There are numerous partnerships; community-based initiatives; and municipal, industry and non-governmental organization led initiatives that contribute towards the conservation of biodiversity and sustainable use of biological resources.
- **Related policy and program initiatives** that can support the implementation of this biodiversity policy include the Land-use Framework, Water for Life Strategy, Wetland Policy, Climate Change Strategy, Provincial Energy Strategy, Plan for Parks, Alberta Forest Genetics Resource Management and Conservation Standards, Alberta Fish Stocking Policy, Prescribed Fire Program, Caribou Policy, Strategy for the Management of Species at Risk, and the Alberta Fisheries Conservation and Management Strategy.
- **Alberta's working landscapes** are the broad spectrum of multiple-use lands supporting various activities (e.g., forestry, agriculture, traditional uses, oil and gas, recreation). Carefully managed, these landscapes will continue to contribute to the conservation of Alberta's natural capital, including its biodiversity.
- **Alberta's parks and protected areas** system has evolved since 1932 to now encompass over 2.7 million hectares. There are eight classifications of sites in Alberta's parks system that have a range of objectives including conservation and recreation. All classes except Provincial Recreation Areas have a primary objective focused on the in-place conservation of biodiversity. The goal of Alberta's system of protected areas is to achieve representation of the entire range of Alberta's natural diversity.
- **Alberta's entrepreneurship and intellectual capital** help take on the challenges affecting biodiversity, as well as by applying problem-solving expertise and innovation capacity to these challenges.
- **Traditional ecological knowledge of Alberta's Aboriginal Peoples** can be included through the efforts of First Nations and Métis to gather important information related to traditional use.

1.3.5 Alberta's Land-use Framework

In the context of biodiversity, the Land-use Framework acknowledges changes on the landscape and sets out an approach to support the management of land use influences and cumulative effects on biodiversity. The Land-use Framework outlines three outcomes and principles related to biodiversity:

- Albertans accept the responsibility to steward our land, air, water and biodiversity so that they pass on to the next generation in as good or better condition than we received them.
- The life-supporting capacity of air, water, land and biodiversity are maintained or enhanced, and the natural resources that form part of the environment are sustained.
- Greenhouse gas emissions and air pollution are reduced, waste is minimized, and the biodiversity and abundance of native species and their natural habitats are maintained.

1.3.6 Cumulative Effects Approach

The Land-use Framework requires the implementation of a cumulative effects management approach, in which the past, present and reasonably foreseeable future cumulative effects of development on the environment will be considered in land-use planning decisions. This requires:

- Setting economic, environmental and social outcomes in land-use planning;
- Involving and engaging Albertans about policy development and planning initiatives that may affect their use or enjoyment of public resources;
- Effective regulatory processes; and
- Comprehensive monitoring to ensure the Government of Alberta approved outcomes are being achieved.

1.3.7 Managing for the Future

While the focus of biodiversity management is from today into the future, a cumulative effects approach in the management of biodiversity requires an understanding of the likely condition of biodiversity in Alberta's past to help consider the extent of changes to date when providing information for decision-making today and in the future. Historical knowledge, modelling of past and future conditions and data from biodiversity monitoring programs can support decision-making, and choices about desired future conditions.

1.3.8 Monitoring, Assessing and Adaptive Management

Biodiversity is dynamic by nature and this complexity needs to be considered in a conscious manner that reflects the policy objectives of the Government of Alberta. Credible monitoring information and data is critical to assessing and adaptively managing decision-making on land-use changes in order to reach Alberta's desired biodiversity outcomes.

2.0 Alberta's Biodiversity Policy

2.1 Policy Intent

The conservation, stewardship and sustainable use of Alberta's native biodiversity is a foundation for our continued prosperity and high quality of life.

2.1.1 Alberta's Biodiversity Policy Outcomes

The policy defines three strategic outcomes. These outcomes are complementary and interdependent elements required to achieve the Intent of the policy. Further work will be undertaken to detail and clarify these outcomes and what needs to be done to achieve them. The outcomes are:

1. The diversity of Alberta's ecosystems, species and genetics will be conserved.

Native biodiversity is complex, dynamic, multi-layered and adapted to natural disturbance regimes. Within the context of our knowledge, Alberta maintains biodiversity at levels that sustain long-term ecosystem function and ecosystem services with consideration of how that compares to recent ranges of variability for ecologically relevant time frames (e.g., multiple decades) and spatial scales (e.g. Natural Regions and Sub-regions of Alberta, major provincial river basins and watersheds). Where elements of biodiversity and ecosystem function are known to have been significantly reduced or degraded by human activities to a level that prevents achievement of Alberta's desired outcomes, or to the point of being at risk of permanent loss, those elements are returned to more ecologically sound conditions.

2. Albertans and Alberta's aboriginal peoples value the province's biodiversity and will contribute to its conservation, stewardship and sustainable use.

Albertans and Alberta's aboriginal peoples see themselves as custodians and stewards of the province's biodiversity. They embrace an ethic and commitment to environmental stewardship that ensures the province's biodiversity is conserved and used in a sustainable manner. Biodiversity is understood to have intrinsic value, and to underpin ecosystem services which contribute to the broader good of society.

Aboriginal peoples can provide unique knowledge about biodiversity and ecosystems through the inclusion of traditional ecological knowledge in land use planning and biodiversity conservation.

3. Alberta's biological resources will be used in a sustainable manner that reflects underlying ecological processes as well as population and ecosystem renewal capacities.

Alberta's use of biological resources (i.e. genes, species, habitats and associated ecosystems) does not threaten their sustainability over the long term. Alberta ensures that basic ecosystem processes are maintained. This includes natural disturbances processes (e.g., fire), which will require management according to provincial objectives when there is risk to life, property and some resources.

2.1.2 Policy Principles

The following eight principles articulate fundamental values and approaches to achieving Alberta's intent for conservation of biodiversity and sustainable use of biological resources. They provide guidance for decision-making and the implementation of the policy.

- **Awareness, Understanding and Appreciation:** Biodiversity literacy and commitment to conservation will involve awareness, understanding and appreciation by all Albertans and Alberta's aboriginal peoples, of the ecological, economic, social and intrinsic values provided by biodiversity.
- **Stewardship Ethic:** Conservation actions are guided by an ethic of respect for, and responsibility to, biodiversity and ecosystem health. Stewardship responsibility is shared amongst governments, industry, organizations and citizens.
- **Cooperation and Collaboration:** Conservation of biodiversity and sustainable use of biological resources involves cooperation, integrated decision-making and collaborative action.
- **Incorporation of Dynamic Knowledge:** Biodiversity conservation and sustainable use involves use of the best available knowledge drawn from research, inventory, monitoring and practical experience, including local community and Aboriginal knowledge.
- **Limits to Capacity:** Conservation of biodiversity and sustainable use of biological resources involves a knowledge of, and respect for, limits to the direct use of biological populations, communities and ecosystems within their capacity to self-replenish.
- **Resiliency:** It is important to retain the range of habitats, species and genetic resources in healthy numbers and amounts to maximize the probability of ecosystem function sustainability and recovery from natural disturbances and adaptation to human caused stressors including climate change. Conditions to create resilience must be integrated into the management of land-use and biodiversity.
- **Risk Management:** Conservation of biodiversity and sustainable use of biological resources involves an assessment of risks and proactive measures to avoid potentially irreversible changes, especially where cause and effect relationships are not fully known, including impacts from changes to natural disturbance regimes.
- **Inter-generational Equity:** Decisions affecting conservation of biodiversity and sustainable use of biological resources involve consideration of implications to both current and future generations of Albertans.

2.1.3 Strategic Directions

The following four strategic areas provide a focus for achieving the intent and desired outcomes, as well as a framework for more specific actions.

- **Integrated Planning and Decision-making:** Integrate biodiversity values, knowledge and a conservation mindset within relevant policies, strategies, governance structures, planning/decision-making processes and organizational culture.
- **Conservation and Stewardship:** Provide support mechanisms, develop program initiatives/enhancements and assess incentives that enable Albertans to conserve and enhance biodiversity and use biological resources in a sustainable manner.
- **Information Management, Inventory, Monitoring and Research:** Improve our knowledge of Alberta's biodiversity, as well as the availability and use of information on the province's biodiversity.
- **Education and Awareness:** Develop environmental education programs and initiatives for Albertans to gain an understanding of biodiversity including its value, the need to conserve it and use it in a sustainable manner.

3.0 Taking Action

As Alberta's population and economy continue to grow, pressure on ecosystems is increasing and the effective management of biodiversity is becoming more challenging. To achieve the policy outcomes, a number of key actions are underway or will be considered within the four defined strategic directions to address the challenges to biodiversity within the guidance of the principles:

- **Integrated Planning and Decision-making:** to help inform decision-making biodiversity needs to be more fully included in cumulative effects based work. Steps towards this will be through the development of regional Biodiversity Management Frameworks under the Land-use Framework regional plans, as well as through an ecosystem services approach that can provide additional context for decision-making. Biodiversity needs will also continue to be incorporated in many other aspects of decision making and policy planning within the government that include Forest Management Planning, Forest Planning Standard, various environmental frameworks under the regional plans, and continued development of Standards and Guidelines for Industry.
- **Conservation and Stewardship:** to help achieve the biodiversity outcomes throughout Alberta will require the use of existing and new tools and techniques. For example, Alberta develops and implements species management plans and where necessary, species at risk recovery plans. Other actions might include management of human disturbance footprints; incentives to promote conservation; setting aside lands focused on conservation; management of protected areas; wildfire management planning; offsets to help mitigate unavoidable impacts to biodiversity; work on controlling alien invasive species; and continuing improvement of management practices. The *Alberta Land Stewardship Act* has enabled a number of tools to support and encourage stewardship, for example the transfer of development credits and the use of land trusts and conservation easements. Governments, industry, organizations and

citizens must share the stewardship responsibility and use of these tools and techniques for conservation to reach the desired outcomes.

- **Information Management, Inventory, Monitoring and Research:** information must be collected, stored and be available when needed for decision-making and determining if outcomes are being achieved. The Alberta Environmental Monitoring, Evaluation and Reporting Agency has been set up to guide and coordinate information collection, evaluation and reporting. Information will also come from Alberta government departments, from the academic community and other research.
- **Education and Awareness:** many Albertans are very interested in nature and want to have information and understand how the Alberta government is managing these natural resources. Alberta has included biodiversity throughout the school curricula at both a broad level and in more focused aspects. Many educational initiatives and programs have been developed, or will be developed in the future, by both the government and other organizations. A few examples of the Government of Alberta's initiatives include displays and programs at the Royal Alberta Museum and Bow Habitat Station highlighting Alberta's biodiversity, as well as school programs and teaching resources developed by Environment and Sustainable Resource Development.

The intent, outcomes, principles and strategic directions of Alberta's Biodiversity Policy outline the province's commitment to the conservation of biodiversity and the sustainable use of biological resources for the continuing benefit of society, both today and in the future.

3.1 Biodiversity Management Frameworks

An important area of integration for Alberta's Biodiversity Policy is with the Land-use Framework and Regional Plans. In the context of regional plans, Biodiversity Management Frameworks (BMF) are an approach for managing cumulative effects of development and for achieving biodiversity outcomes and objectives. Alberta's Biodiversity Policy provides the context under which biodiversity management frameworks fit.

3.1.1 Indicators and Thresholds

Biodiversity Management Frameworks will include objectives for biodiversity in a region. They will identify key indicators of biodiversity, focusing on indicators that represent the broad range of biodiversity in the region including key species, important habitats and landscapes important to sustaining long-term ecosystem health.

Thresholds provide a way to give further meaning and definition to the qualitative statements of objectives included in a management framework. Establishing threshold values allows monitoring information to be used to assess the condition of indicators and indicate the need for a management response. The term threshold is defined in the *Alberta Land Stewardship Act* as "a limit, target, trigger, range, measure, index, or unit of measurement." This provides flexibility to define thresholds specific to indicators in a management framework.

3.1.2 Monitoring

Monitoring involves collecting information on the status of the biodiversity indicators included in a management framework and their stressors (e.g., the population abundance of a species and the amount of human disturbance footprint). The Alberta Environmental Monitoring, Evaluation and Reporting Agency will coordinate most of this monitoring work. This monitoring will be linked to other existing or new biodiversity monitoring initiatives led by government or partners of government. Monitoring and reporting on the performance of key indicators in relation to threshold values will inform planning and decision-making, and help determine if biodiversity objectives are being achieved. By focusing on management actions for key selected indicators, it is expected that other biodiversity indicators will also benefit. Long-term monitoring will be essential to make sure this assumption is valid.

3.1.3 Proactive Management Actions and Management Responses

Biodiversity management frameworks will build upon the foundation of current management practices that support biodiversity in Alberta. Existing conservation areas and new conservation areas established under regional plans contribute to achieving biodiversity objectives. Managing public lands outside of conservation areas using various management approaches and tools also contribute towards achieving those objectives. This includes forest management planning, species at risk planning, regulatory requirements in approvals and dispositions, hunting and fishing regulations, and land management plans at a sub-regional and local level. Stewardship and conservation efforts on private land can also make important contributions however actions by landowners are voluntary in nature. Their efforts can be supported by development and use of tools such as conservation easements and other mechanisms.

When a biodiversity management framework is developed for a region, proactive management actions will be included to further support achievement of biodiversity. Further, under a management framework if monitoring shows that threshold, such as a trigger, is exceeded, a management response will be taken. A management response is a set of steps that will be taken (all or in part). Part of a management response is determining the need to adjust existing approaches and tools or to add new ones.

4.0 Glossary

Biodiversity: the assortment of life on Earth – the variety of genetic material in all living things, the variety of species on Earth and the different kinds of living communities and the environments in which they occur

Conservation (of biodiversity): the maintenance of Alberta’s native resources in a manner that sustains ecosystems, species and genetic diversity, as well as the evolutionary and other processes that shaped them. In many areas, the sustainable use of biological resources may be permitted.

Cumulative effects: the combined effects on the environment arising from the combined impacts of all past, present and reasonably foreseeable future human activities

Ecosystem: a dynamic complex of plants, animals and microorganism communities and the non-living environment that interacts as a functional unit

Ecosystem services: outputs (goods and services) derived from ecosystems that benefit people. These include:

- Provisioning services (e.g., food, fiber and fresh water);
- Regulating services (e.g., water purification, pollination and climate regulation);
- Cultural services (e.g., spiritual values, recreation and aesthetic values); and
- Supporting services (e.g., oxygen production and soil formation)

Habitat: the natural home of a living organism

Intrinsic value: a value of biodiversity (species, genetic and ecosystem) that is unrelated to human needs and what the biodiversity can be converted into

Invasive alien species: those harmful alien species whose introduction or spread threatens the environment, the economy and/or society (including human health). ‘Alien species’ are plants, animals and micro-organisms that have been accidentally or deliberately introduced into habitats outside their normal range.

Native biodiversity: species and ecosystems native or naturally occurring in the various natural regions of Alberta

Resilience: the capacity of ecosystems to absorb disturbances without undergoing fundamental change.

Working landscapes: the broad spectrum of multiple-use lands supporting various activities (e.g., forestry, agriculture, traditional uses, oil and gas, recreation)



Agenda Item

Project: Subdivision Development Appeal Board Alternate Member At Large	
Presentation Date: January 13, 2015	
Department: Planning & Development	Author: Tracy Haight/Rick Emmons
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area #2: Land & Economic Development	Goal #4: Ensure land use and land stewardship practices of agricultural and acreage owners continue enhance environmental sustainability within Clearwater County.
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u> MGA pt 17 </u> <input type="checkbox"/> County Bylaw or Policy (cite) <u> </u>	
Recommendation: For Council to appoint an "Alternate Member at Large" to the Subdivision Development and Appeal Board	
Attachments List: e-mail from Bob Bryant	

Background:

Bob Bryant indicated, as per the attached e-mail, his interest as an Alternate Member at Large on the Subdivision Development Appeal Board.

Currently the Board has three members at large and no alternate members. By adding an Alternate Member at Large, Administration would have more opportunities to ensure quorum thereby greatly reducing the scheduling issues historically encountered.

From: Bob Bryant

Sent: Thursday, December 18, 2014 4:38 PM

To: Tracy Haight

Subject:SDAB Alternate Position.

Hi Tracy Lynn. Just a quick note to indicate my interest in the alternate position on the subdivision appeal board. I believe my experience and knowledge of the system should be an asset in hearing and understanding appeals. I have a continuing interest in helping the county to function as best as it can so that it remains on the list of best in the province for the people who live here.

Thanks

Bob



Agenda Item

Project: 2015 Capital and Operating Budgets	
Presentation Date: January 13, 2015	
Department: Corporate Services	Author: Rudy Huisman
Budget Implication: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance	Goal: To support and enhance Council's long and short term planning
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>MGA Sections 242(1) and 245</u> <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation:	
<ol style="list-style-type: none"> 1. That Council approves the allocation of \$2,000,000 to the Tax Rate Stabilization Reserve from 2014 operations; 2. That Council approves the renaming of the High Speed Internet Tower Reserve to simply the High Speed Internet Reserve; 3. That Council approves the allocation of \$2,000,000 to the High Speed Internet Reserve from 2014 Operations; 4. That Council approves the following tax rate increases in order to balance the 2015 Capital and Operating Budgets; <ol style="list-style-type: none"> a. Residential 2% b. Non Residential 8% c. Farmland 4% 5. That Council adopts the proposed budget as presented by staff and attached to this agenda item in accordance with sections 242(1) and 245 of the Municipal Government Act. 	
Attachments List:	
<ol style="list-style-type: none"> 1. 2015 Proposed Operating Budget with preliminary amounts for 2016 and 2017 2. 2015 Proposed Capital Budget with preliminary amounts for 2016 and 2017 3. 2015 Capital and Operating Budget Summary 	

Background:

Sections 242 (1) and 245 indicate that each council must adopt an operating budget and a capital budget for each calendar year.

Tax Rate Stabilization Reserve – Additional Risks:

The Tax Rate Stabilization Reserve is intended to provide a buffer so that when significant, unexpected expenditures arise or when there is an unexpected loss of revenue, there is a fund to draw from to help adjust to the changed circumstances without an immediate and substantial tax rate increase. The balance in the tax rate stabilization reserve should be determined by evaluating the risk of significant occurrences that might give rise to the need for such a fund. In Clearwater County there are risks both on the revenue and expenditure sides.

County revenue is highly dependant on the success of the oil and gas industry. In the event of a serious economic downturn which could very well be precipitated by the drop in oil prices being experienced now, County revenues would decline.

The Province of Alberta has a history of downloading to Alberta municipalities. Most recently, the Province has stopped funding the maintenance and reconstruction of bridges and resource roads which has generated pressure on Clearwater's financial planning. A general downloading of road work could result in a major change in the County's operating and capital cost structures.

The balance of the reserve at December 31, 2013 was \$5,640,930.73. Based on the risks described above staff recommends a long range target of \$10,000,000. In the short term, staff recommends a contribution of \$2,000,000.

High Speed Internet – Council Direction:

At the Agenda and Priorities sessions of Council during 2014, the importance of broader and more reliable access to high speed internet has been emphasized. If the County is to attract commercial and industrial development and the workforce to support this economy, high speed internet is seen as a key component for success. There is a \$100,000 provision in the proposed budget to study the infrastructure necessary to provide this service but the eventual costs will be much higher. Staff therefore recommends a contribution in the short term of \$2,000,000 with similar contributions in future years as plans mature.

There is an existing reserve called the High Speed Internet Tower Reserve with a small balance. Staff recommends that the purpose of this reserve be expanded to include all high speed internet infrastructure not just towers.

Preliminary Results of Operations for 2014:

The 2014 forecast indicates that as much as \$6 million in unrestricted funds could be available to be designated for future purposes subject to any changes that may result from the year-end audit.

Staff recommends that the proposed allocations of \$2,000,000 to the tax rate stabilization reserve and \$2,000,000 to the High Speed Internet Reserve be made from 2014 Operations so as not to impact the 2015 Operating and Capital Budgets.

2015 Proposed Capital Budget:

The proposed Capital Budget expenditures for 2015 total \$25,213,175 an increase over the previous year of approximately \$4.4 million. The most significant increases are in Bridge Rehabilitation and Facilities. This increase in expenditures is only partially offset by an increase of just over \$800,000 in federal and provincial capital grants. The changes are described in more detail in Council's budget binders.

Overall the proposed capital budget has a shortfall of \$18,979,897.

2015 Proposed Operating Budget:

Operating expenses in 2015 are projected to be \$36,719,202 an increase of \$3,670,430 over 2014. The more significant increases are in the Community and Protective Services Department budget to cover a large increase in the Waste Management requisition, a contribution to the arena project in Rocky Mountain House and increased revenue sharing with the Town of Rocky Mountain House and the Village of Carolyn.

Other than investment income and increased taxes resulting from growth in the assessment base, operating revenues are expected to remain steady or decline slightly. Government Transfers for operating purposes are expected to go down by about \$450,000. Investment income is expected to increase because of increases in the base amount and favourable rates negotiated with the Alberta Treasury Branch. Assessment growth is expected to contribute additional revenue of approximately \$600,000 in 2015.

2015 Combined Capital and Operating shortfall:

With the large shortfall in Capital expenditures and the small increase in operating revenue, it was necessary to build in a tax rate increase to cover a shortfall of almost \$3 million. Staff recommends a tax rate increases of 8% for Non Residential, 4% for Farmland and 2% for Residential assessment in order to generate sufficient funds to cover the overall shortfall in 2015.

This change in tax rates still maintains the tax ratio between Non-Residential and Residential at less than 3:1.

2016 and 2017 Preliminary Capital and Operating Budgets:

Operating expenditures proposed for 2016 and 2017 are lower than proposed operating expenditures in 2015 but so are expected revenues. Capital expenditures and revenues are expected to remain fairly constant. Shortfalls are proposed to be made up through the use of restricted funds and the carry-over of unrestricted funds.

**Clearwater County
Operating
3 Year Budget Forecasting**

	Budget <u>2014 as amended</u>	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Operating Revenue				
Net municipal taxes	\$39,021,733	\$42,720,547	\$42,970,547	\$43,220,547
User fees and sales of goods	832,000	828,500	714,500	614,500
Government transfers for operating	3,115,398	2,686,525	247,641	245,000
Investment income	455,000	710,000	660,000	510,000
Penalties and costs of taxes	80,000	100,000	100,000	100,000
Development levies	55,000	55,000	55,000	55,000
Permits and licenses	58,600	45,600	45,600	45,600
Oil Well Drilling Taxes	2,000,000	2,000,000	1,500,000	1,500,000
Other	336,000	348,000	360,000	360,000
Total Operating Revenue	<u>45,953,731</u>	<u>49,494,172</u>	<u>46,653,288</u>	<u>46,650,647</u>

**Clearwater County
Operating
3 Year Budget Forecasting**

	Budget <u>2014 as amended</u>	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Operating Expenses by Department				
Agriculture Services				
ASB General	\$388,070	\$425,950	\$439,550	\$451,050
ASB Landcare & Other Environmental	168,148	234,000	241,500	243,000
ASB Vehicle & Equipment Pool	93,500	103,700	104,400	105,100
ASB Vegetation Management	702,415	748,770	771,150	788,600
ASB Weed & Pest Control	215,785	223,900	233,450	241,150
ASB Public Relations	6,450	8,450	8,450	8,450
	<u>1,574,368</u>	<u>1,744,770</u>	<u>1,798,500</u>	<u>1,837,350</u>
Community & Protective Services				
Community Services	1,583,770	2,037,481	2,374,393	2,371,919
Culture	274,036	289,126	293,426	298,126
Emergency Services	2,796,351	2,632,860	277,660	284,700
Economic Development	893,640	1,595,419	1,524,074	1,538,274
Peace Officers	665,245	808,800	834,900	855,500
Recreation	5,189,698	5,792,362	1,091,489	1,105,989
Regional Fire Services	1,018,857	1,279,055	1,318,130	1,297,548
	<u>12,421,597</u>	<u>14,435,103</u>	<u>7,714,072</u>	<u>7,752,056</u>

**Clearwater County
Operating
3 Year Budget Forecasting**

	Budget <u>2014 as amended</u>	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Corporate Services				
Assessment	\$683,360	\$815,497	\$837,620	\$948,820
Finance	440,970	581,000	513,500	509,250
General	1,172,860	1,259,100	1,296,100	1,322,600
Human Resources	256,850	302,500	317,350	325,200
Legislative	445,110	484,750	481,750	541,750
Technology & Information Management Services	708,150	748,683	725,525	739,025
	<u>3,707,300</u>	<u>4,191,530</u>	<u>4,171,845</u>	<u>4,386,645</u>
Planning & Nordegg				
Planning	745,830	1,614,273	1,214,319	1,020,204
Safety	143,550	201,881	250,545	259,560
Nordegg	896,247	1,371,214	591,390	943,990
Nordegg Historic Society.	235,113	177,364	178,714	186,350
	<u>2,020,740</u>	<u>3,364,732</u>	<u>2,234,968</u>	<u>2,410,104</u>
PUBLIC WORKS				
General	902,740	1,052,300	1,076,950	1,097,800
Facilities	526,595	581,133	600,071	618,325
Gravel Activities	2,114,700	2,175,400	2,202,190	2,217,600
GIS Mapping	360,775	178,510	179,862	371,270
Road Maintenance	3,610,834	3,863,453	3,951,933	4,037,529
PW Shop	508,800	525,850	542,800	554,000
Vehicles & Equipment	3,646,500	3,710,850	3,749,700	3,769,350
Water & Sewer	169,820	145,571	290,207	156,522
	<u>11,840,764</u>	<u>12,233,067</u>	<u>12,593,713</u>	<u>12,822,396</u>

**Clearwater County
Operating
3 Year Budget Forecasting**

	Budget <small>2014 as amended</small>	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Contingency	<u>\$1,158,685</u>	<u>\$750,000</u>	<u>\$750,000</u>	<u>\$750,000</u>
Total Operating Expenses	<u>32,723,454</u>	<u>36,719,202</u>	<u>29,263,098</u>	<u>29,958,551</u>
Excess of Revenue over Expenses	<u>13,230,277</u>	<u>12,774,970</u>	<u>17,390,190</u>	<u>16,692,096</u>

Clearwater County
Capital
 3 Year Budget

	Budget <u>2014 as amended</u>	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Capital Revenue				
Grants	<u>\$5,416,000</u>	<u>\$6,233,278</u>	<u>\$6,233,278</u>	<u>\$6,233,278</u>
Total Capital Revenue	<u>5,416,000</u>	<u>6,233,278</u>	<u>6,233,278</u>	<u>6,233,278</u>

Clearwater County
Capital
3 Year Budget

	Budget <small>2014 as amended</small>	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Capital Expenditures by Department				
Agriculture Services				
ASB - Equipment	\$278,000	\$331,000	\$39,000	\$19,000
ASB - Vehicles		75,000	50,000	
	278,000	406,000	89,000	19,000
Community & Protective Services				
Community Peace Officers	165,000	105,000	210,000	220,000
Regional Fire Services	244,724	179,791	780,036	2,518,000
Parks & Recreation	275,000			
Community Services		25,000	1,500,000	4,000,000
	684,724	309,791	2,490,036	6,738,000
Corporate Services				
TIMS Capital	479,000	723,633	346,629	250,000
	479,000	723,633	346,629	250,000

Clearwater County
Capital
3 Year Budget

	Budget <small>2014 as amended</small>	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Planning & Nordegg				
Vehicles & Equipment	\$107,000			
Nordegg Project Development	1,664,500	1,078,000	644,000	3,364,000
	1,771,500	1,078,000	644,000	3,364,000
PUBLIC WORKS				
Heavy Equipment	765,000	970,000	813,500	821,500
Local Road Construction	5,474,981	5,379,814	5,489,092	5,617,445
Asphalt Overlay	5,328,000	4,255,735	4,412,000	5,380,000
Bridge Rehab	1,371,470	5,751,902	3,692,382	3,858,922
Base Pave	80,000	20,000	922,300	
Facilities	2,417,500	5,255,000	48,000	
Water	1,369,000	142,500	8,000	
Sewer	200,000	225,000	1,714,000	67,000
Nordegg Infrastructure	581,000	695,800	15,000	365,000
	17,586,951	22,695,751	17,114,274	16,109,867
Total Capital Expenditures	<u>20,800,175</u>	<u>25,213,175</u>	<u>20,683,939</u>	<u>26,480,867</u>
Excess of Expenditures over Revenues	<u>(15,384,175)</u>	<u>(18,979,897)</u>	<u>(14,450,661)</u>	<u>(20,247,589)</u>



	Forecasted 2014	Approved Budget 2014	Draft Budget 2015	Preliminary Budget 2016	Preliminary Budget 2017
Operating revenues	\$ 49,269,040	\$ 45,953,731	\$ 49,494,172	\$ 46,653,288	\$ 46,650,647
Operating expenses	(31,855,977)	(33,048,772)	(36,719,202)	(29,263,098)	(29,958,551)
Excess	17,413,063	12,904,959	12,774,970	17,390,190	16,692,096
Capital revenues	5,566,278	5,416,000	6,233,278	6,233,278	6,233,278
Capital expenditures	(16,053,105)	(20,800,175)	(25,213,175)	(20,683,939)	(26,480,867)
Deficiency	(10,486,827)	(15,384,175)	(18,979,897)	(14,450,661)	(20,247,589)
Net deficiency	6,926,236	(2,479,216)	(6,204,927)	2,939,529	(3,555,493)
Restricted funds used for operations	1,451,157	2,105,546	2,050,000	122,018	1,475,980
Restricted funds used for TCA	1,035,427	2,985,224	7,139,791	1,230,036	4,034,742
Unrestricted funds designated for future use	(9,412,820)	(2,611,554)	(2,984,864)	(4,291,583)	(1,955,229)
	\$ -	\$ -	\$ -	\$ -	\$ -
New Totals	-	-	-	-	-



Agenda Item

Project: CRFRS – Service Level Review – Overview & Directive	
Presentation Date: January 13, 2015	
Department: Clearwater Regional Fire Rescue Service	Author: CS Laird – Fire Chief
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
<p>Strategic Area: MKF #1 - Goal #2 - Strategy 5: Council will continue to utilize the perspectives and recommendations of its various Boards and Committees to guide Council in policy and program development, program evaluation and budgetary development.</p> <p>MKF #1 - Goal #6: Council will promote a collaborative regional services philosophy and enhance provision of regional services to the greatest extent possible.</p> <p>Strategy 1: Council will continue to support regional service delivery (e.g. recreation, fire, FCSS, Assessment Review Board) and will continue to investigate opportunities to develop further regional partnerships with the Town of Rocky Mountain House and the Village of Caroline.</p>	
<p>Goal: Clearwater Regional Fire Rescue Services endeavors to achieve the respective Council's direction regarding key focus areas as provided through the County Strategic Plan through the CRFRS Committee recommendations.</p>	
<p>Strategic Area: MKF #3 Quality of Life: To maintain and develop sustainable services, facilities and programs that encourages and supports a safe, healthy, active and vibrant community.</p> <p>Goal # 2: Evaluate and plan the current public safety and emergency services needs within the broader Rocky/Caroline/Clearwater community.</p> <p>Strategy #2: Council will continue to support the Clearwater Regional Fire Services in satisfying the County's legislated responsibilities in regard to fire prevention, suppression and training and will rely principally on volunteer firefighters for the provision of fire department related emergency services.</p>	
<p>Goal: Clearwater County maintains stations in Leslieville, Condor, and Nordegg, and enjoys partnerships with the Village of Caroline and the Town of Rocky Mountain House relative to supporting the fire rescue service programs. The Regional Fire Rescue Services initiative coordinates the fire rescue services programs and offers a regionalized approach to safety standards through integrated programs and services delivery including cohesive SOGs – Standard Operating Guidelines, training, apparatus and equipment replacement, and maintenance scheduling.</p>	
<p>X Legislative Direction: Provincial Legislation (cite)</p> <p>Municipal Government Act: The Alberta Act defines the purposes of a municipality. Section 3 describes them as: 3. (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or part of the municipality; and (c) to develop and maintain safe and viable communities.</p> <p>Safety Codes Act (Accredited Municipality – Fire Discipline): Sets out the codes and standards in the various Alberta Safety System Disciplines (Fire is one of these disciplines). The act allows for permit systems.</p> <p>Safety Codes Act defines: "Fire Protection" includes fire detection, prevention and suppression; (Application of Act) This Act applies to fire protection // Accredited municipalities 26(1) On the application of a local authority, the Minister may, by order, (a) designate a municipality as an accredited municipality authorized to administer all or part of this Act with respect to any or all things, processes or activities to which this Act applies within the boundaries of the municipality, or (b) designate 2 or more municipalities as accredited municipalities authorized to administer in common all or part of this Act with respect to any or all things, processes or activities to which this Act applies within the boundaries of those municipalities.</p> <p>Safety Codes Officers (Designation of Powers)</p> <p>31(1) On receipt of an application, an Administrator may designate a person who holds an appropriate certificate of competency and meets the requirements of the regulations as a safety codes officer with respect to all or part of this Act and may designate the powers that a safety codes officer may exercise. (2) If an Administrator refuses to designate a person as a safety codes officer, the Administrator shall serve the person with a written notice of the refusal. (3) If an Administrator, on</p>	

reasonable and probable grounds, is of the opinion that a safety codes officer contravenes this Act or the terms of the person's designation as a safety codes officer, the Administrator may suspend or cancel the designation and shall serve the safety codes officer with a written notice of the suspension or cancellation. (4) A safety codes officer may appeal to the Council a refusal of designation and a suspension or cancellation of a designation as a safety codes officer in accordance with the Council's bylaws.

Officer's powers and duties

32 A safety codes officer may exercise the powers and perform the duties of a safety codes officer only in accordance with the designation under section 31 and the safety codes officer's terms of employment.

Employment

33(1) In accordance with the Public Service Act, there may be appointed safety codes officers for the administration of all or part of this Act anywhere in Alberta. (2) A local authority shall provide for safety codes officers for the purpose of administering all or part of this Act that an accredited municipality is authorized to administer.

Accident notification

59 If there is an unsafe condition, accident or fire that involves a thing, process or activity to which this Act applies, the owner or person designated in the regulations shall, if required by the regulations, forthwith report it to an Administrator, or to the accredited municipality or accredited regional services commission if the thing, process or activity is under the administration of the accredited municipality or accredited regional services commission.

Administrative Items Regulation:

Reporting Fires, Accidents and Unsafe Conditions Reporting and investigating fires

8(1) Subject to subsection (2), if the responding officer of a fire department knows of a fire within the department's jurisdiction in which a person dies or suffers an injury that requires professional medical attention or in which property is damaged or destroyed, the reporting officer must report the fire to a safety codes officer for the fire discipline. (2) A safety codes officer for the fire discipline must investigate the cause, origin and circumstances of every fire within the safety codes officer's jurisdiction in which a person dies or suffers injury that requires professional medical attention or in which property is damaged or destroyed. (3) This section does not apply to forest fires.

Fire investigation report 9 A safety codes officer for the fire discipline who investigates the causes and circumstances of a fire must (a) within 30 days after the date of the fire started prepare and submit to the Fire Commissioner a report in a form satisfactory to the Fire Commissioner, and (b) immediately notify the Fire Commissioner if the safety codes officer has information that indicates the fire, (i) is or may be of incendiary origin, or (ii) has resulted in loss of life, and (c) provide to the Fire Commissioner any further information respecting the investigation that the Fire Commissioner requests. The fire discipline of Safety Services is responsible for establishing and interpreting the Alberta Fire Code, standards and respective regulations under the *Safety Codes Act*. Municipal Affairs works in partnership with the Safety Codes Council to develop and provide relevant information to the fire industry, building owners and authorities having jurisdiction.

Alberta Fire Code: Is a companion document to the ABC. The AFC is predominately a prescriptive document that regulates the safety maintenance of buildings in the Province. Authorities Having Jurisdiction (Fire – Safety Codes Officers) Who are granted Designation of Powers for a municipality through the QMP – Quality Management Plan(s) are compelled to monitor and regulate existing structures. This is done through an inspection process in order to ensure code compliance. The AFC is primarily concerned with building and occupant safety in existing buildings.

OH&S Act: Occupational health and safety legislation ensures employers and employees maintain a safe and healthy working environment to minimize the occurrence of workplace accidents.

Firefighter's Code of Practice-Safety Bulletin FEX-003: This Code of Practice provides explanations of Alberta's Occupational Health and Safety (OHS) Act, (O-2 RSA 2000), Occupational Health and Safety (OHS) Regulation, (AR 62/2003) and the Occupational Health and Safety (OHS) Code 2006 as they apply to the emergency operations of fire departments in Alberta. The Code of Practice is intended to deal primarily with the special work sites commonly known by the emergency services industry as an "emergency incident" and to situations where workers involved in delivering emergency services are responding at these sites. The Code of Practice describes the minimum standards to which a fire service must comply with the above mentioned health and safety legislation and looks specifically at those sections of the legislation where clarification and explanation in their application to the fire service and emergency operations has been requested. Where there is no explanation provided, the reader is referred back to the applicable section(s) of the OHS Act, Regulation or Code.

X County Bylaw or Policy (cite): No. 674/00: To provide for the establishment and operation of municipal fire department(s).// Purpose of providing the safety, health and welfare of the people and protection of people and property.

Recommendation: That Council approves the proposed "Clearwater Regional Fire Rescue Services - Service Level Review – Directive" which identifies the level of service as presented.

Attachments List: "Clearwater Regional Fire Rescue Services - Service Level Review – Directive"

Background:

Internal Review History:

- *Feb 28, 2013: Terms of Reference - Approved By CRFRS Committee*
Terms of Reference (As approved By CRFRS Committee: February 28, 2013)

Purpose: To conduct a review of the services, tasks and responsibilities of the Clearwater Regional Fire Rescue Service (CRFRS) and its member stations. This review will consider current tasks and responsibilities all levels of the Fire Services and review the appropriateness of conducting those tasks via the CRFRS.

Objectives: The objectives of the Service Level Review are to:

1. Identify and prioritize the current tasks being conducted by the CRFRS and its member stations;
 2. Identify the legislative responsibilities of the CRFRS;
 3. Provide recommendations regarding the continued provision of identified tasks and services; and
 4. Provide recommendations regarding the appropriate entity with the CRFRS and its member stations to perform identified tasks and services.
- *March 13, 2013: CRFRS Committee Directs staff to conduct an internal SLR*
 - *August 8, 2013: Detailed base document (Analysis & Evaluation of CRFRS)*
Completed - Given to Administrators for review
 - *March 26, 2014: Analysis & Evaluation Detailed Document Accepted & Approved for administrative (Staff) use By CRFRS Committee*
 - *August 21, 2014: Analysis & Process Roll-up – Executive Summary – Detail Table Document Programs Review: (Completed in sections) (Approved by CRFRS Committee)*
 1. *Emergency Intervention Programs (Responses)*
June 18, 2014: Completed / July 2, 2014: Approved by CRFRS Committee
 2. *Support Services*
 3. *Public Services (Life Safety Initiatives)*
 4. *Staff Services*
 5. *Department Administration Services*
August 18, 2014: Completed
 - *December 31, 2014: SLR Directive Approved by CRFRS Committee*

The CRFRS Committee reviewed the programs provide by CRFRS gaining an understanding of the programs and the related complexities in providing and maintaining them. Further the Committee considered the community, municipal and organizational risk including deliberation relating to the three general categories of risk (legal, technical and societal / economic. The Committee also considered the causes and sources of related risk, the consequences and the probability that those consequences can occur in our community. Each of the community risks and associated programs were considered along with current programs / services needed to support and determining the most appropriate strategies and methods to achieve goals. It was also an opportunity to consider impacts, consequences and probabilities for identified risks, programs and services, taking into account the presence of the various programs (or not) and the effectiveness of existing controls, measurable(s) and sustainability (current and future). In conclusion the Committee identified levels of risk tolerance and established the "Clearwater Regional Fire Rescue Services - Service Level Review – Directive" (See attached) as the Committee's recommendation for current and future service delivery and maintenance.



Clearwater Regional Fire Rescue Services Committee

Serving the Municipalities of
Clearwater County / Town of Rocky Mountain House / Village of Caroline

Service Level Review Directive (As Approved by CRFRS Committee)

Date: December 31, 2014

The Clearwater Regional Fire Rescue Services (CRFRS) Committee has completed the Service Level Review (SLR) which was initiated in 2012. The Committee accepts and supports the current level of service provided by the CRFRS business unit, which is in alignment with the respective partner municipality's strategies for maintaining safe and viable communities.

The CRFRS provides the following programs:

1. Emergency Intervention Programs
 - a. *Fire Suppression*
 - b. *Technical Rescue*
 - c. *Hazardous Materials Mitigation (Awareness/Operations Level)*
 - d. *Emergency Medical Co-Response*
2. Support Service Programs
 - a. *Training*
 - b. *Apparatus and Equipment Purchasing & Maintenance*
 - c. *Facilities Oversight*
3. Public Service Programs (Life Safety Initiatives)
 - a. *Public Fire/Injury Prevention Education*
 - b. *Fire Inspection (Alberta Safety Codes Act – Fire Discipline)*
 - c. *Fire Investigation (Alberta Fire Code)*
 - d. *Permits*
4. Staff Service Programs
 - a. *Personnel / Human Resources*
 - b. *Inventory Management*
 - c. *Volunteer Members Support*
5. Department Administration

The Committee recognizes the SLR as providing a secure foundation for future initiatives and will contribute towards the future sustainability of the CRFRS.

These future initiatives will assist the CRFRS' focus on areas of continual quality improvement through continuing performance measurement reporting, identification of trends, gaps, issues and capitalizing on opportunities to best serve the communities. The intent is to ensure a proactive approach for effective, efficient and fiscally responsive management through the direction of the Committee and the Fire Chief for appropriate future recommendations.

Sincerely,

J. Vandermeer
CRFRS Committee Chair
Cc to file



Agenda Item

Project: Red Deer County Request for Application Support - Alberta Community Partnership Grant	
Presentation Date: January 13, 2015	
Department: Community & Protective Services	Author: Ted Hickey
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance and Intergovernmental Relations	Goal: Council will actively seek opportunities to enhance its relationships with officials from: <ul style="list-style-type: none"> • the Town of Rocky Mountain House, Village of Caroline and the • Summer Village of Burnstick Lake; and • adjacent rural municipalities being Brazeau County, Wetaskwin County, Ponoka County, Lacombe County, Red Deer County, Mountainview County, and the M.D. of Bighorn; • the Sunchild, O'Chiese and Bighorn First Nation communities.
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: 1. That Council, by resolution, supports Red Deer County's Application to Alberta Community Partnership Grant.	
Attachments List:	

Background:

RD County is pursuing the purchase of three vehicles through their 2015 capital budget.

- 2 rescue trucks,
- 1 command vehicle related to technical rescue.

Red Deer County's rationale are these assets are needed in deployment for high angle, confined space, swift water, structural collapse, ice, and livestock response as a part of a medium USAR team in the region.

Red Deer County has submitted an application for Alberta Community Partnership Grant. Approved grant funding received is to be directed to the 2015 capital purchases. Clearwater County and Red Deer County have in place mutual aid agreements for accessing emergency management and first responder support if needed and requested.



Agenda Item

Project: Industry Canada Announcement Regarding Changes to Utilization of 3500MHz Spectrum	
Presentation Date: January 13, 2015	
Department: Community & Protective Services	Author: Ted Hickey
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Council would like to see broader high speed Internet availability throughout most of Clearwater County.
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: 1. That Council receives the AAMDC Member Bulletin as information.	
Attachments List: AAMDC Member Bulletin December 31, 2014	

Background

In 2014, Industry Canada had proposed the reallocation of the 3500MHz spectrum and proposed categorization of Tier 4 service areas into urban and rural categories. The proposed changes were seen as having potential negative impacts upon rural broadband internet provision within Clearwater County and other rural municipalities. Discussions and submissions from the AAMDC, its members and other associations and rural municipalities are seen as having influenced the proposed changes.

Industry Canada's decision is not establishing a geographically differentiated spectrum utilization policy for the 3500MHz spectrum thus currently licensed Internet Service Providers will have a high expectation of license renewal when meeting the current license conditions.

Continued monitoring of Industry Canada's decision to allow mobile wireless services to use the 3500MHz spectrum and/or changes to renewal of Fixed Wireless Access is expected to occur.



MEMBER BULLETIN

December 31, 2014

Industry Canada Releases Decision Regarding 3500MHz Spectrum Reallocation

Industry Canada has released a **decision regarding their proposed reallocation of the 3500MHz spectrum** as well as the proposed categorization of Tier 4 service areas into urban and rural categories. For an overview of the proposal, as well as its possible impacts on rural broadband access in Alberta, see this **October 22, 2014 AAMDC bulletin**. To see the original Industry Canada proposal, **click here**.

Industry Canada's decision is mainly positive for rural Alberta. Particularly important are the following two outcomes of the decision:

- Any new licensing framework will include a measure to allow existing Fixed Wireless Access (FWA) licensees, who are in compliance with all existing license conditions, to have a high expectation of having existing spectrum licenses renewed under the 3500 MHz flexible use policy, facilitating their ability to provide continued FWA services. The details and the licensing framework for current and future users will be the subject of a future consultation (see decision #6 in the decision document).
- Industry Canada is not establishing a geographically differentiated spectrum utilization policy with respect to the use of the spectrum for mobile and fixed services. Consequently, Industry Canada will not establish a rural or urban classification of Tier 4 service areas (see decision #2 in the decision document).

These outcomes mean that any ISP currently providing FWA service using the 3500MHz band will have a **high expectation** of having their license renewed, as long as they are meeting their current license conditions. The previous proposal considered not renewing FWA licensees in some service areas in order to accommodate growing urban demands for mobile wireless service.

The associated decision not to categorize Tier 4 service areas as rural and urban is also positive, as the proposed categorization would have resulted in vast areas of rural Alberta being categorized as urban, which would have jeopardized FWA access in those areas.

While these outcomes reflect the recommendations that the AAMDC made in its submission to Industry Canada, there are others that will require continued monitoring by the AAMDC, including Industry Canada's decision to allow mobile wireless services on the 3500MHz band in the near future, and to restrict the renewal of current FWA licenses to one-year terms. Both of these decisions indicate a possibility of mobile wireless access taking precedence over FWA access in the future, although no details are currently available on either decision or any long-term impacts it could have on rural broadband access.

Enquiries may be directed to:

Wyatt Skovron
Policy Analyst
780.955.4096

Kim Heyman
Director, Advocacy & Communications
780.955.4079



Agenda Item

Project: Additional Name Insured – Caroline & District Athletic & Ag Society	
Presentation Date: January 13, 2015	
Department: Community Services	Author: Katie Lutz
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Continue to evaluate, plan and support the recreation, cultural and leisure needs within the Rocky/Caroline/Clearwater community.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council approves the addition of the Caroline & District Athletic & Ag Society to the Community Group Insurance Policy.	
Attachments List: “Community Hall and Community Group Insurance” Policy	

Background:

The Caroline & District Athletic & Ag Society have requested to be added to the County’s Insurance policy. This would enable them to be listed as an Additional Named Insured on the Clearwater County insurance policy through Jubilee Insurance. The liability insurance would be added at no charge to the community group.

Attached is a copy of the existing Community Hall and Community Group Insurance policy for your review.

Clearwater County

COMMUNITY HALL AND COMMUNITY GROUP INSURANCE

EFFECTIVE DATE: February 2010

SECTION: Administration

POLICY STATEMENT:

This policy is intended to outline the cost of insurance coverage that the Municipality may provide to Community Halls and select not-for-profit Community Groups.

PROCEDURE:

The Municipality will provide insurance coverage as follows.

Community Halls:

Liability insurance will be provided to all community halls within the boundaries of Clearwater County with the same coverage as the County currently has. The County will pay for the cost of this insurance.

Building and contents insurance covering: fire, theft and damage, are eligible to Community Halls within Clearwater County at their cost. This Insurance is for the community hall and contents only. Those Community Halls are:

- Alhambra Community Center
- Arbutus Community Hall
- Aurora Community Hall
- Bingley Community Center
- Buster Creek/Crimson Community Assoc.
- Butte Community Hall Association
- Centreview Community Club
- Condor Community Hall Association
- Crammond Community Hall Association
- Dovercourt Community Hall Association
- Everdell Community Hall Association
- Evergreen Community Hall Association
- Faraway Community Club
- Ferrier Community Club
- Frisco Community Club
- Gimlet Community Hall Association
- Gwendale Community Hall Association
- Hardindell Community Association
- Hazeldell Community Hall Association
- Hespero Community Association
- Leslieville Community Hall Society
- Nordegg Community Association

- Oras Community Club
- Prairie Creek Community Hall Association
- Ricinus-Wooler Community Association
- Shilo Community Club
- Taimi Community Club
- Withrow Community Association

No other property, building, vehicle or equipment will be provided Insurance, unless approved by Council, upon written request.

Other Community Groups:

Liability Insurance may be provided to the following community groups within the boundaries of the County in support of the service that these groups provide directly for Clearwater County. These facilities and groups are

- Cow Lake Campground (Hardinell Community Center)
- Burnstick Lake Campground (Caroline Chamber of Commerce)
- Open Creek Campground (Rimbey Fish & Game)
- David Thompson Recreation Board
- Nordegg Volunteer Ambulance Services
- Rocky Mountain House Search and Rescue Society
- Chedderville All Hallows Church and Cemetery Society
- Community Historical Society of Caroline
- Nordegg Historical Society

The County will pay for the cost of this insurance.

Upon written request, liability insurance may be provided to other community groups within Clearwater County subject to Council approval. Such insurance will be provided on a cost recovery basis. Community groups eligible for insurance coverage through the County are:

- Central Alberta Antique and Model Club
- Grey Wooded Forage Association
- Rocky Mountain House Agricultural Society
- Rocky Stampede Association
- Leslieville Leisure Club

The cost of this insurance will be provided on a cost recovery basis.

Vehicle and equipment Insurance may be provided to a community group, providing that the vehicle or equipment is used primarily to provide a service to Clearwater County.

Special Events Insurance:

Upon the Community Group's request, special events insurance may, subject to the availability of such insurance through the County's Insurer, be provided to the Rocky Stampede Association, David Thompson Days Country Fair Society, Ricinus Wooler Rodeo and related additional named insurance, for these annual events. The cost of this insurance shall be the responsibility of the Community Group.

No other groups will be eligible for Special Events Insurance unless approved by Council.

Clearwater County Councilor and Board Member Remuneration Statement For the Year of ...2014.....

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

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
Nov 3	Headwaters Partnership	X	X				176
Nov 4	FCSS Interagency	-	-				-
Nov 4	Meet CAPP	X					40
Nov 5	Rec Board	X					40
Nov 10	Prov. ASB in Lacombe	X	X				232
Nov 12	Regular Council				X		40
Nov 13	Clearwater Trails Initiative	X					20
Nov 13	Comm. Housing Forum	X					20
Nov 17	ASB Prov. Committee	X	X			X	247
Nov 18	AAMDC Conference	X	X				0
Nov 19	AAMDC Conference	X	See	attached	Hotel bill	\$526.66	247
Nov 21	ASB Committee	X					40
Nov 25	Regular Council				X		40
Nov 26	Budget Deliberations	X	X				40
Nov 26	Everdell Comm. Weeds	X					26

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→ see over

Remuneration Calculation

<u>14</u>	Meetings @ \$152.00=	<u>2128.00</u>	<u>1288</u>	Kms @ \$0.54=	<u>695.52</u>
<u>7</u>	Meetings @ \$121.00=	<u>847.00</u>	<u>1</u>	Lunch @ \$16.00=	<u>16.00</u>
<u>2</u>	Meetings @ \$276.00=	<u>552.00</u>	Hotel =		
	Supervision=	<u>\$550.00</u>	526.66		
	Sub Total=			Sub Total=	
	TOTAL=	<u>4077.00</u>		TOTAL=	<u>1238.18</u>

Signature {Councilor / Board Member}

Jim Duncan

UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

J4 GUEST ACCOUNT

DUNCAN JIM

PO BOX 550
4340-47 AVENUE
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4
CLEARWATER COUNTY

Arrive 11/17/14 Depart 11/19/14

Room # 509 Invoice # 116322

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
11/17/14	JAC	2-Room Charge		169.00
11/17/14	JAC	41-Tourism Le	On Room Charge	6.76
11/17/14	JAC	42-DMF		5.07
11/17/14	JAC	41-Tourism Le	On DMF	0.20
11/17/14	JAC	9-Parking Pa	Surface 24 hours	30.00
11/18/14	MN	2-Room Charge		169.00
11/18/14	MN	41-Tourism Le	On Room Charge	6.76
11/18/14	MN	42-DMF		5.07
11/18/14	MN	41-Tourism Le	On DMF	0.20
11/18/14	MN	9-Parking Pa	Surface 24 hours	30.00
11/19/14	OK	2-Room Charge	Early Departure	75.00
11/19/14	OK	41-Tourism Le	On Room Charge	3.00
11/19/14	OK	42-DMF		2.25
11/19/14	OK	41-Tourism Le	On DMF	0.09
11/19/14	OK	91-Visa		-526.66 ←
			GST On DMF	0.61
			GST On Parking Pass	3.00
			GST On Room Charge	20.65
			Tax Reg. # R897343794	
BILLING INSTRUCTIONS				0.00
BALANCE DUE →				

COMPANY

ATTENTION

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE _____

X _____

UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

10053 Jasper Avenue, Edmonton, AB, Canada T5J 1S5
Phone: 780.423.3600 • Fax: 780.423.4623
E-mail: info@unionbankinn.com • Web: unionbankinn.com

Clearwater County Councilor and Board Member Remuneration Statement

For the Year of2014.....

Name of Councilor / Board Member

EARL GRAHAM

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
<i>Nov 10/14</i>	<i>LIBRARY</i>	✓					<i>22</i>
<i>Nov 11/14</i>	<i>SYNERGY CONF.</i>	✓ PA	✓				<i>475</i>
<i>Nov 15/14</i>	<i>SYNERGY CONF</i>	✓					<i>0</i>
<i>Nov 17/14</i>	<i>REMEMBRANCE</i>	✓					<i>22</i>
<i>Nov 18/14</i>	<i>COUNCIL</i>				✓		<i>92</i>
<i>Nov 13/14</i>	<i>MPC</i>	✓					<i>92</i>
<i>Nov 18/14</i>	<i>AAMD+C</i>	✓					<i>525</i>
<i>Nov 15/14</i>	✓	✓	✓				<i>0</i>
<i>Nov 19/14</i>	✓	✓	✓				<i>0</i>
<i>Nov 20/14</i>		✓	✓				<i>0</i>
<i>Nov 21/14</i>	<i>MTG/ROD</i>	✓					<i>0</i>
<i>* Nov 21/14</i>	<i>WESTVIEW</i>						
<i>Nov 25/14</i>	<i>COUNCIL</i>				✓		<i>92</i>
<i>Nov 26/14</i>	<i>BUDGET</i>	✓	✓				<i>92</i>
<i>Nov 27/14</i>	<i>BUDGET</i>	✓	✓				<i>92</i>

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Remuneration Calculation

(2) HOTEL ATTACHED

<i>1</i>	<i>Westview @ 72.00 =</i>	<i>72.00</i>			
<i>13</i>	<i>Meetings @ \$152.00=</i>	<i>1976.00</i>	<i>1596</i>	<i>Kms @ \$0.54=</i>	<i>861.84</i>
<i>7</i>	<i>Meetings @ \$121.00=</i>	<i>847.00</i>	<i>0</i>	<i>Lunch @ \$16.00=</i>	<i>0</i>
<i>2</i>	<i>Meetings @ \$276.00=</i>	<i>552.00</i>	<i>Hotels \$312.12</i>		
	<i>Supervision=</i>	<i>550.00</i>	<i>\$642.69</i>		
	TOTAL=	3997.00		TOTAL=	1816.65

Signature {Councilor / Board Member}

[Handwritten Signature]

Merchant ID: 87016120016
Term ID: 001
Clerk ID: 10

Ref #: 012

Pre-Auth Comp 1

Arr XXXXXXXXXXXXX7862

/20/14

GRAHAM EARL
PO BOX 550
4340-47 AVENUE
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4
CLEARWATER COUNTY
Room # 414 Invoice # 116321

D	AMOUNT	DESCRIPTION	AMOUNT
11/20/14		Room Charge	169.00
11		Tourism Le	6.76
11		DMF	5.07
11		Tourism Le	0.20
11		Parking Pa	20.00
11		Room Charge	169.00
11		Tourism Le	6.76
11		DMF	5.07
11		Tourism Le	0.20
11		Parking Pa	20.00
11		Room Charge	169.00
11		-Tourism Le	6.76
11		-DMF	5.07
11		-Tourism Le	0.20
11		-Parking Pa	20.00
11		-Parking Pa	10.00
11		-Visa	-642.69
		GST On DMF	0.75
		GST On Parking Pass	3.50
		GST On Room Charge	25.35
		Tax Reg. # R897343794	
BILLING INSTRUCTIONS			0.00
BALANCE DUE →			

Entry Method: Chip
06:41:31
Appr Code: 073485
Batch#: 000623
Original Pre-Auth Amount: \$ 500.00
Total: \$ 642.69

By entering a verified PIN, cardholder agrees to pay issuer such total in accordance with issuer's agreement with cardholder (Merchant agreement if credit voucher).

Retain this copy for statement verification.

Application Label: VISA CREDIT
AID: A0000000031010
TVR: 00 00 00 00 00
TSI: F8 00

Customer Copy

-642.69

COMPANY
ATTENTION

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE
X _____



J4

Earl Graham
Box 820
Caroline AB T0M0M0
Canada

Room No. : 474
Arrival : 11-03-14
Departure : 11-08-14
Page No. : 1 of 1
Folio No. : 1359036
Conf. No. : 1455375
Cashier No. : 92

INFORMATION INVOICE

Membership No. : GR 6015995007691073
A/R Number :
Group Code :
Company Name :

11-08-14 07:07:29 AM MST

Date	Text	Charges	Credits
11-03-14	Room Charge	139.00	
11-03-14	Rooms GST	7.16	
11-03-14	Alberta Tourism Levy	5.73	
11-03-14	Destination Marketing Fee	4.17	
11-04-14	Room Charge	139.00	
11-04-14	Rooms GST	7.16	
11-04-14	Alberta Tourism Levy	5.73	
11-04-14	Destination Marketing Fee	4.17	
11-08-14	VISA		312.12
	XXXXXXXXXXXX7862 XX/XX		
Room GST	14.32	F&B GST 0.00	AB Levy 11.46
			Other Tax 8.34
Net Amount	278.00	CAD	
Total		312.12	312.12
Balance			0.00

Club Carlson: A faster way to a free night stay at over 1000 Carlson hotels worldwide.
Enroll and learn more at the front desk or at clubcarlson.com

Thank You For Staying With Us

I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any portion or the full amount of these charges.

Guest Signature _____

Radisson Hotel Edmonton South
4440 Gateway Boulevard
Edmonton, Alberta T6H 5C2
Telephone: (780) 437-6010 Fax: (780) 431-5804
Email: RHI_ESAL@radisson.com
GST # 84420 3075 RT0001

Clearwater County Councilor and Board Member Remuneration Statement For the Year of2014.....

Name of Councilor / Board Member Curt Maki

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
4	CAPP Session	✓					70
12	Council				✓		70
14	Waste Tour	✓	✓				70
17	AAMDC	✓					396
18	AAMDC	✓	✓				
19	AAMDC	✓	✓				
20	AAMDC	✓	✓				
25	Council				✓		70
26	Budget	✓	✓				70
27	Budget	✓	✓				70
28	Budget	✓	✓				70
29	Parade	✓					70

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Remuneration Calculation

<u>10</u>	Meetings @ \$152.00=	<u>1520.00</u>	<u>956</u>	Kms @ \$0.54=	<u>516.24</u>
<u>7</u>	Meetings @ \$121.00=	<u>847.00</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>2</u>	Meetings @ \$276.00=	<u>552.00</u>	Hotel = \$656.50		
	Supervision=	<u>550.00</u>			
	TOTAL=	<u>3469.00</u>		TOTAL=	<u>1172.74</u>

Signature {Councilor / Board Member} Curt Maki

MAKI CURT

PO BOX 550
4340-47 AVENUE
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4
CLEARWATER COUNTY
Room # 308 Invoice # 116323

Arrive 11/17/14 Depart 11/20/14

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
11/17/14	JAC	41-Tourism Le	On Room Charge	6.76
11/17/14	JAC	42-DMF		5.07
11/17/14	JAC	41-Tourism Le	On DMF	0.20
11/17/14	JAC	9-Parking Pa	GMC#1324	30.00
11/18/14	MN	2-Room Charg		169.00
11/18/14	MN	41-Tourism Le	On Room Charge	6.76
11/18/14	MN	42-DMF		5.07
11/18/14	MN	41-Tourism Le	On DMF	0.20
11/18/14	MN	9-Parking Pa	GMC#1324	30.00
11/19/14	XXX	7-Madisons	105/2010	1.31
11/19/14	MN	2-Room Charg		169.00
11/19/14	MN	41-Tourism Le	On Room Charge	6.76
11/19/14	MN	42-DMF		5.07
11/19/14	MN	41-Tourism Le	On DMF	0.20
11/19/14	MN	9-Parking Pa	GMC#1324	20.00
11/20/14	XXX	7-Madisons	103/2005	2.00
11/20/14	OK	93-Amex. Expr		-656.50 ←
			GST On DMF	0.75
			GST On Parking Pass	4.00
			GST On Room Charge	25.35
			Tax Reg. # R897343794	
BILLING INSTRUCTIONS				0.00
BALANCE DUE →				

COMPANY _____

ATTENTION _____

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE _____

X _____

UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

J4
GUEST
ACCOUNT

LAING THERESA

PO BOX 550
4340-47 AVENUE
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4
CLEARWATER COUNTY

Arrive 11/16/14 Depart 11/20/14

Room # 203 Invoice # 116331

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
11/16/14	JAC	2-Room Charge		169.00
11/16/14	JAC	41-Tourism Le	On Room Charge	6.76
11/16/14	JAC	42-DMF		5.07
11/16/14	JAC	41-Tourism Le	On DMF	0.20
11/16/14	JAC	9-Parking Pa	Surface 24 Hrs	30.00
11/17/14	JAC	2-Room Charge		169.00
11/17/14	JAC	41-Tourism Le	On Room Charge	6.76
11/17/14	JAC	42-DMF		5.07
11/17/14	JAC	41-Tourism Le	On DMF	0.20
11/17/14	JAC	9-Parking Pa	Surface 24 Hrs	30.00
11/18/14	MN	2-Room Charge		169.00
11/18/14	MN	41-Tourism Le	On Room Charge	6.76
11/18/14	MN	42-DMF		5.07
11/18/14	MN	41-Tourism Le	On DMF	0.20
11/18/14	MN	9-Parking Pa	Surface 24 Hrs	30.00
11/19/14	MN	2-Room Charge		169.00
11/19/14	MN	41-Tourism Le	On Room Charge	6.76
11/19/14	MN	42-DMF		5.07
11/19/14	MN	41-Tourism Le	On DMF	0.20
11/19/14	MN	9-Parking Pa	SURFACE 24HR	30.00
11/20/14	OK	91-Visa		-884.92
			GST On DMF	1.00
			GST On Parking Pass	6.00
			GST On Room Charge	33.80

BILLING INSTRUCTIONS

BALANCE DUE ▶

Continued

COMPANY _____

NOTION _____

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE _____

X _____

UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

10053 Jasper Avenue, Edmonton, AB, Canada T5J 1S5

Phone: 780.423.3600 • Fax: 780.423.4623

E-mail: info@unionbankinn.com • Web: unionbankinn.com

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2014.....

Name of Councilor / Board Member Laing

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
Oct 4	Coastline Hub opening	✓					70
Oct 6	Library Finance Com. 10AM	✓					14
Oct 7	Municipal Governance	✓	✓				230
Oct 8	Municipal Governance.	✓	✓				230
Oct 9	MPC	✓					14
Oct 14	Council				✓		14
Oct 15	Senior Housing	✓					14
Oct 16	Tri Council	✓					14
Oct 22	Library	✓					14
Oct 28	Council				✓		14
Oct 29	West Fraser Tour	✓	✓				14
Oct 6	Museum & VIC 2pm	✓					

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Remuneration Calculation

<u>10</u>	Meetings @ \$152.00=	<u>1520.00</u>	<u>642</u>	Kms @ \$0.54=	<u>346.68</u>
<u>3</u>	Meetings @ \$121.00=	<u>363.00</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>2</u>	Meetings @ \$276.00=	<u>552.00</u>			
	Supervision=	<u>550.00</u>	Hotels: \$		
	TOTAL=	<u>2985.00</u>	\$609.00	TOTAL=	<u>1197.00</u>

Signature {Councilor / Board Member} Shirley Laing

J4

BEST WESTERN CEDAR PARK INN

5116 Gateway Blvd.
Edmonton, AB T6H 2H4



(780) 434-7411
reservations@cedarparkinn.com

10/08/2014 04:15 AM

Loyalty Club: 6006637469083570 BASE

Room # 402-A

Registered To:

LAING, THERESA
RR3, Site7, Box 12
Rocky Mtn. House, AB T4T 2A3

Conf # 207420168-01
Arrival 10/06/14
Departure 10/08/14

Room Type KN-1 KING BED NS
Guests 1 / 0

(403) 844-4498

Payment Acct Visa/Master
XXXX-XXXX-XXXX-4609

Posting Date	Oper	AcctCode	Description	From	Reference	Amount
10/06/14	SAM	RC	ROOM CHRG REVENUE			\$107.99
10/06/14	SAM	9	GOODS AND SERVICES TAX			\$5.40
10/06/14	SAM	91	TOURISM LEVY			\$4.32
10/06/14	SAM	92	ENVIRONMENT FEE			\$2.95
10/07/14	SAM	RC	ROOM CHRG REVENUE			\$107.99
10/07/14	SAM	9	GOODS AND SERVICES TAX			\$5.40
10/07/14	SAM	91	TOURISM LEVY			\$4.32
10/07/14	SAM	92	ENVIRONMENT FEE			\$2.95

Balance Due	\$241.32
--------------------	-----------------

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF SUCH CHARGES.

EACH BEST WESTERN® BRANDED HOTEL IS INDEPENDENTLY OWNED AND OPERATED.

GST# 851767210RP0001

Signature _____

tdlaing@live.ca

From: <no-reply@eoep.skillbuilder.ca>
Date: July-16-14 9:09 PM
To: <tdlaing@clearwatercounty.ca>
Subject: Purchase Receipt: Classroom Seminar (1)

EOEP

Website: <http://www.eoep.ca>
 Email: registrar@eoep.ca

Alberta Elected Officials Education Program
 Alberta Municipal Place
 300-8616 51 Ave
 EDMONTON AB T6E 6E6

Purchase Receipt

GST # 82290 5212 RT0001

Your purchase has been approved.

This is the official receipt for your purchases. Please print this email for your records.

If you have any questions or require additional information about this purchase, please contact our office using the contact information above.

Order #:	1161
Invoice #:	0000001101
Name:	Theresa Laing
Reg. No.	201403210018
Company:	Clearwater County
Purchase Date:	Wednesday, July 16, 2014 9:08 PM
Payment Method:	Credit Card
Mailing Address:	RR3,Site7, Box12 Rocky Mountain House, Alberta, Canada T4T 2A3 (403) 844-4498
Order Status:	Approved

Item	Quantity	Total
Theresa Laing Classroom Seminar Municipal Governance Seminar Oct 07, 2014 9:00 AM to 3:00 PM AJMA 300, 8616 - 51 Ave Edmonton, Alberta Price: \$580.00	1	\$580.00
SubTotal:		\$580.00
Gst:		\$29.00
Total:		\$609.00

Note: This message was sent from an unmonitored email address. Please do not reply.

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2014.....

Name of Councilor / Board MemberPat Alexander.....

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
Oct 3	Hub opening	X					128
Oct 6	NSWA Confer	X					
Oct 6	ICC		X				74
Oct 14	Council				X		74
Oct 15	NSWA	X	X	X			395
Oct 16	Tri-Council	X	X				74
Oct 17	Zone 2	X	X	X			74
Oct 24	Conf Call Resul.	X					
Oct 29	West Fra. Tour	X	X				74
Oct 30	Reg. Fire	X	X				74

{more Space on Back of Page}

Remuneration Calculation

8	Meetings @ \$152.00=	1216.00	967	Kms @ \$0.54=	522.18
8	Meetings @ \$121.00=	968.00	0	Lunch @ \$16.00=	0
1	Meetings @ \$276.00=	276.00			
	Supervision=	850.00			
	TOTAL=	<u>3310.00</u>		TOTAL=	<u>522.18</u>

Signature {Councilor / Board Member}

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of 2014 .

Name of Councilor / Board Member Pat Alexander

Payment Periods

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



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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
No-1	Reg Fire	X					74
No-3	Headwaters D.V.	X	X				220
No-4	CAPP	X					74
No-5	Goldeye	X					270
No-7	W.C. Remembrance	X					74
No-11	Remembrance						74
No-12	Council	X	X				74
No- 12	AB. Health Bowdon			X			260
No - 17	AAMDC	X	X				191
No - 18	AAMDC				X		
No - 19	AAMDC				X		
No - 20	AAMDC				X		192
No - 21	Meeting with Ron	X					74
No -24	NSWA Conf.	X					
No - 27	Budget				X		74

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Remuneration Calculation

<u>9</u>	Meetings @ \$152.00=	<u>1368.00</u>	<u>1725.00</u>	Kms @ \$0.54=	<u>931.50</u>
<u>4</u>	Meetings @ \$121.00=	<u>484.00</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>5</u>	Meetings @ \$276.00=	<u>1380.00</u>			
	Supervision=	<u>850.00</u>	Total = \$667.69		
	TOTAL=	<u>4082.00</u>		TOTAL=	<u>931.50</u>

Signature {Councilor / Board Member} _____

Date	Type of Meeting Attended	First 4 Hours	Next 4 Hours	Next 4 Hours	Regular Council	Lunch \$16.00	Mileage @
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UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

J4 GUEST ACCOUNT

ALEXANDER PAT

PO BOX 550
4340-47 AVENUE
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4
CLEARWATER COUNTY

Arrive 11/17/14 Depart 11/20/14

Room # 513 Invoice # 116326

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
11/17/14	JAC	41-Tourism Le	On Room Charge	6.76
11/17/14	JAC	42-DMF		5.07
11/17/14	JAC	41-Tourism Le	On DMF	0.20
11/17/14	JAC	9-Parking Pa	Surface 24 hours	30.00
11/18/14	MN	2-Room Charg		169.00
11/18/14	MN	41-Tourism Le	On Room Charge	6.76
11/18/14	MN	42-DMF		5.07
11/18/14	MN	41-Tourism Le	On DMF	0.20
11/18/14	MN	9-Parking Pa	Surface 24 hours	30.00
11/19/14	XXX	7-Madisons	105/2011	2.00
11/19/14	MN	2-Room Charg		169.00
11/19/14	MN	41-Tourism Le	On Room Charge	6.76
11/19/14	MN	42-DMF		5.07
11/19/14	MN	41-Tourism Le	On DMF	0.20
11/19/14	MN	9-Parking Pa	SURFACE 24HR	30.00
11/20/14	XXX	7-Madisons	103/2009	2.00
11/20/14	OK	91-Visa		-667.69
			GST On DMF	0.75
			GST On Parking Pass	4.50
			GST On Room Charge	25.35
			Tax Reg. # R897343794	
BILLING INSTRUCTIONS				0.00
			BALANCE DUE →	

COMPANY

ATTENTION

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE

X _____

UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

10053 Jasper Avenue, Edmonton, AB, Canada T5J 1S5
Phone: 780.423.3600 • Fax: 780.423.4623
E-mail: info@unionbankinn.com • Web: unionbankinn.com

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2014.....

Name of Councilor / Board Member JOHN VANDERMEER

Payment Periods

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

Supervision Rate – \$550.00 Monthly

Reeve Supervision Rate - \$850.00 Monthly

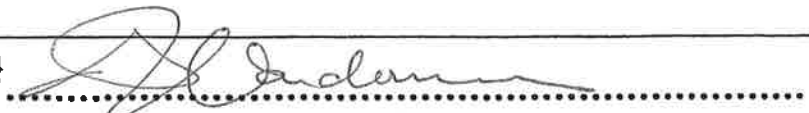
Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
4	CAPP PRESENTATION	✓					80
11	CAROLINE LEGION						
12	COUNCIL				✓		80
13	MPC	✓	✓				80
14	WASTE AUTHORITY - TOUR	✓					80
17	AAMDC						
20	CAROLINE SCHOOL TOUR ^{V-BALL}						
25	COUNCIL				✓		80
26	2015 BUDGET	✓	✓				80
27	2015 BUDGET	✓	✓				80
28	2015 BUDGET	✓	✓				80
27	CAEP				✓		160

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Remuneration Calculation

<u>6</u>	Meetings @ \$152.00=	<u>912</u>	<u>800</u>	Kms @ \$0.54=	<u>432.00</u>
<u>4</u>	Meetings @ \$121.00=	<u>484</u>		Lunch @ \$16.00=	
<u>2</u>	Meetings @ \$276.00=	<u>552</u>			
	Supervision=	<u>550</u>		HOTEL BILL (ATTACHED)	<u>713.19</u>
	TOTAL=	<u>2498.</u>		TOTAL=	<u>1145.19</u>

Signature {Councilor / Board Member}



UNION BANK INN

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

J4 GUEST ACCOUNT

VANDERMEER JOHN

PO BOX 550
4340-47 AVENUE
ROCKY MOUNTAIN HOUSE, AB
T4T 1A4
CLEARWATER COUNTY

Arrive 11/17/14 Depart 11/20/14

Room # 309 Invoice # 116324

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
11/17/14	AAA	3-Room Serv	12071040/GST 2.54	00.00
11/17/14	JAC	2-Room Chrg		169.00
11/17/14	JAC	41-Tourism Le	On Room Charge	6.76
11/17/14	JAC	42-DMF		5.07
11/17/14	JAC	41-Tourism Le	On DMF	0.20
11/17/14	JAC	9-Parking Pa	Surface 24 hours	30.00
11/18/14	MN	2-Room Chrg		169.00
11/18/14	MN	41-Tourism Le	On Room Charge	6.76
11/18/14	MN	42-DMF		5.07
11/18/14	MN	41-Tourism Le	On DMF	0.20
11/18/14	MN	9-Parking Pa	Surface 24 hours	30.00
11/19/14	MN	2-Room Chrg		169.00
11/19/14	MN	41-Tourism Le	On Room Charge	6.76
11/19/14	MN	42-DMF		5.07
11/19/14	MN	41-Tourism Le	On DMF	0.20
11/19/14	MN	9-Parking Pa	SURFACE O/N	20.00
11/20/14	OK	91-Visa		-713.19
			GST On DMF	0.75
			GST On Parking Pass	4.00
			GST On Room Charge	25.35
			Tax Reg. # R897343794	
BILLING INSTRUCTIONS				0.00

BALANCE DUE →

COMPANY

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE

ATTENTION

X _____

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Phone: 780.423.3600 • Fax: 780.423.4623

E-mail: reservations@unionbankinn.com Web: unionbankinn.com

