

**CLEARWATER COUNTY
COUNCIL AGENDA
March 25, 2014
9:00 A.M.
Council Chambers
4340 – 47 Avenue, Rocky Mountain House AB**

**9:45 A.M. Delegation: Tracy King, Family & Community Support Services
10:00 A.M. Public Hearing: Bylaw 984/14 Land Use Amendment**

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. March 11, 2014 Regular Meeting Minutes

D. PUBLIC WORKS

1. Grader Maintenance Tender Award – Grader Beat #504
2. BF77944 & BF77945 Bridge Culvert Rehabilitation Tender Award

E. COMMUNITY & PROTECTIVE SERVICES

1. 9:45 A.M. Delegation: Tracy King, Family & Community Support Services
2. Draft Policy Amendment: *Capital Grant Funding for Community Halls & Association*
3. Community Hall Capital Grant Applications: Aurora Community Centre & Buster Creek-Crimson Lake Community Hall

F. PLANNING

1. 10:00 A.M. Public Hearing: Bylaw 984/14 Land Use Amendment
Bylaw 984/14 Second and Third Reading

G. MUNICIPAL

1. Returning Officer's Report for October 21, 2013 Municipal Election
2. Returning Officer's Report for March 5, 2014 By-Election
3. Clearwater Regional Emergency Management Agency (CREMA) Council Orientation

H. AGRICULTURE SERVICES & LANDCARE

1. Director's Report – *Item To Follow*

I. INFORMATION

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

J. IN CAMERA

1. Draft – Tax Rate Bylaw
2. Labour – ***Item To Follow***

K. ADJOURNMENT

TABLED ITEMS

Date Item, Reason and Status

04/10/12	Arbutus Hall Funding Request <ul style="list-style-type: none">• To allow applicant to provide a complete capital projects plan. STATUS: Pending Information, Community and Protective Services
09/10/13	Repair of Bridge BF01963 <ul style="list-style-type: none">• Reallocation of funds from bridge rehabilitation for the James River Bridge repair STATUS: Pending Information, Alberta Transportation/Public Works



Agenda Item

Project: Grader Maintenance Tender Award – Grader Beat #504	
Presentation Date: March 25th, 2014	
Department: Public Works	Author: Kurt Magnus/Marshall Morton
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council reviews the information and approves awarding the Grader Beat # 504 contract to Ron's Grader Service Ltd.	
Attachments List: N/A	

Background:

The Administration has tendered the proposed maintenance of Grader Beat # 504. This program is to begin on May 1st, 2014, and entails the maintenance of approximately 169 km of gravel road.

A tender opening was held on Tuesday, March 18th, 2014 at 2:01 p.m. for the work outlined above. Three bids were received with **Ron's Grader Service Ltd.** being the low valid bidder. The following is a summary of the tenders received.

<u>Contractor</u>	<u>Cost per hour</u>
Maple Bay Maintenance Ltd.	\$170.00
Jomad Industries Ltd.	\$93.00
Ron's Grader Service Ltd.	\$91.00



Agenda Item

Project: BF77944 & BF77945 Bridge Culvert Rehabilitation Tender Award	
Presentation Date: March 25 th , 2014	
Department: Public Works	Author: Kurt Magnus/Marshall Morton
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council reviews the information and approves awarding the BF77944 & BF77945 Bridge Culvert Rehabilitation Tender to Unsurpassable Construction Ltd.	
Attachments List: N/A	

Background:

The Administration has tendered the proposed BF77944 & BF77945 Bridge Culvert Rehabilitation. This program includes the rehabilitation of two bridge sized culverts on Range Road 8-2 (Prentice Creek Road) crossing Prentice Creek at NW 2-40-8W5M and crossing a tributary to Prentice Creek at NW 2-40-8W5M.

A Tender Opening was held on Thursday, March 6th, 2014 at 2:01 p.m. for the work outlined above. We received 6 bids, with **Unsurpassable Construction Ltd.** being the low valid bidder. The cost for this project came in **\$136,926.98** under the engineers estimated amount of **\$732,540.00**.

The following is a summary of the bid prices received:

<u>Contractor</u>	<u>BF77944</u>	<u>BF77945</u>	<u>Project Total</u>
Unsurpassable Construction Ltd.	\$354,699.81	\$240,313.21	\$595,613.02
Netook Construction Ltd.	\$466,791.58	\$311,911.42	\$778,783.00
Prairie Erectors International Inc.	\$466,446.13	\$329,002.57	\$795,448.70
M. Pidherney's Trucking Ltd.	\$494,923.00	\$341,023.99	\$835,947.00
CWP Constructors Ltd.	\$507,417.80	\$361,680.20	\$869,098.00
In-Line Contracting	\$591,280.00	\$457,850.00	\$1,049,130.00

Unsurpassable Construction Ltd.	<u>Tender Pricing.</u>	<u>Estimated Amount</u>
Total Contract Cost	\$ 595,613.02	\$ 732,540.00
Modified Amount (less site occupancy)	\$ 582,113.04	\$ 708,040.00
Contingency 10%	\$ 58,211.30	\$ 70,804.00
Engineering	<u>\$ 63,334.00</u>	<u>\$ 127,608.00</u>
Total	\$ 703,658.34	\$ 906,452.00



Agenda Item

Project: FCSS Delegation	
Presentation Date: March 25, 2014	
Department: FCSS	Author: Tracy King/Trevor Duley
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 accepts the report as information.	
Attachments List: Luncheon Invitation	

Background:

Tracy King, Manager of Clearwater Regional Family and Community Support Services (FCSS) will be present to provide Council with an introduction to herself and the function of FCSS.

FCSS is an 80/20 funding partnership between the Government of Alberta and municipalities, allowing communities to design and deliver social programs that are preventative in nature to promote and enhance well-being. As a regional program, the 20% is shared by the County, Town and Village on a per capita basis.

Ms. King will also introduce Jessica Seitz, the Community Volunteer Coordinator with the Rocky Community Volunteer Hub.

All members of Council have been invited to attend the Volunteer Appreciation Luncheon on April 11th, between 11:00 AM – 2:00 PM at the Lou Soppit Community Centre.

You're Invited, let us

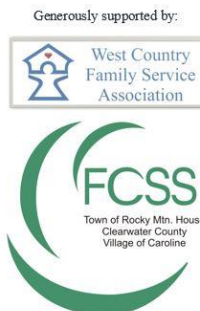
thank

you!

FRIDAY, APRIL 11TH, 2014
COMMUNITY VOLUNTEER
APPRECIATION LUNCHEON

At the Lou Soppit Community Centre
11:00 am – 2:00 pm.

You contribute your time and energy to help make our community a better place. Without you, we could not operate many of the essential services, fundraise for so many great causes, or support the community's needs! We would like to formally thank you at a luncheon dedicated to celebrating the many contributions you have made to our community!



We as a community would like to show our appreciation

RSVP to be entered to win one of many Door Prizes

Beef on a Bun and Desserts

RSVP to guarantee your "swag bag"

Please RSVP to Tracy King
(403) 845-3720 or
tking@rockymtnhouse.co
m By April 4th, 2014



Agenda Item

Project: Draft Policy <i>Capital Grant Funding for Community Halls & Associations</i> Amendment	
Presentation Date: March 25, 2014	
Department: CPS	Author: Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Continue to evaluate, plan and support the recreation, cultural and leisure needs within the Rocky/Caroline/Clearwater community.
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u><i>Community Organization Property Tax Exemption Regulation</i></u> <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u><i>Capital Grant Funding for Community Halls/Associations</i></u>	
Recommendation: That Council approve the policy as presented.	
Attachments List: Draft <i>Capital Grant Funding for Community Halls/Associations</i>	

Background:

Council will recall this item was first presented at the regular Council meeting on March 11, 2014. This item is being brought back for final approval, after receiving Council's feedback and direction at the last meeting.

Council will further recall the background to this item: that at their regular meeting on January 28, 2014, Bylaw #983/14 was approved, granting the Leslieville Elks an exemption from municipal property taxes in 2014. As discussed previously, they would still be required to pay for the provincial education component of their tax bill, which is requisitioned by the County as they are not eligible for tax exemption under *Community Organization Property Tax Exemption Regulation (COPTER)*.

Non-profit organizations eligible for tax exemption under *COPTER* do not have to pay any property taxes, including the education component of their tax bill. Since all non-profit organizations currently within the Town of Rocky Mountain House fall under *Community Organization Property Tax Exemption Regulation (COPTER)*, granting the Leslieville Elks the annual amount of their education component should not have a regional impact.

The recommendation is that Council approves the policy as presented.

Clearwater County

CAPITAL GRANT FUNDING FOR COMMUNITY HALLS, ASSOCIATIONS & NON-PROFIT GROUPS

EFFECTIVE DATE: August 14, 2012

AMENDED DATE: March 25, 2014

SECTION: Administration

POLICY STATEMENT:

To outline the requirements of and manner by which Clearwater County will provide ~~capital~~ funding to Community Halls, ~~Associations~~ and Non-Profit Groups.

PROCEDURE:

1. County staff are hereby directed to include an annual budget of thirty-five thousand dollars (\$35,000), which may be made available to community groups for capital projects, subject to Council's approval. ~~County staff are further directed to annually reimburse the Leslieville Elks for their portion of the Alberta education component of their tax bill.~~
- 1.2. To the greatest extent possible, community groups should be proactive in their funding requests and submit their requests for consideration prior to October 15 for inclusion in the County's budget process.
- 2.3. Funding under this policy will be used for capital projects as defined within this Policy. Requests for program funding should be made to the respective recreation board.
- 3.4. For the purposes of this Policy, a project shall be deemed to be a capital project if it is a:
 - a. structural upgrade or expansion of the hall building;
 - b. major equipment essential to the operation of the hall (e.g. stoves, coolers, furnace) where the cost of the equipment exceeds \$2000 and has a life expectancy of more than 5 years; or,
 - c. major equipment or improvements that enhance the level of service available through the hall (e.g. playground equipment, sidewalks, parking lot paving, etc.) where the cost of the project exceeds \$2,000.00.
- 4.5. Applications for funding must be in writing, and should be on the application attached hereto as "Appendix A". Application forms must be fully completed and must include:
 - a. a description of the project;

- b. the purpose of the project and the benefit the project will have to the Hall;
- c. a project budget outlining revenues, expenses and the sources thereof;
- d. the amount of funding being requested from the County;
- e. a schedule of when the work will be completed;
- f. hall/group financial statements;
- g. a demonstration of hall activity (i.e. – bookings list, etc);
- h. a five year sustainability plan; and,
- i. multiple quotations regarding the project.

~~5.6.~~ Other than the cost of insurance (as described in the County's Community Hall and Community Groups Insurance policy) the County will not provide funding for operating costs including regular maintenance (painting, janitorial, etc).

~~6.7.~~ The County should be viewed as a “funder of last resort”. When applying for grant funding from Clearwater County, Community Hall Associations shall demonstrate that they have raised, or attempted to raise funds from other sources. Examples of funding sources that groups should consider using or applying for are, but not limited to:

- a. funds from Hall revenues;
- b. funds from provincial grants (e.g. Community Lottery Boards, Wildrose Foundation, Community Facility Enhancement Program (CFEP), etc.);
- c. corporate donations, and;
- d. donations from the community at large (donations may be either cash or gifts in kind, such as donated equipment, donated labour or services such as plumbers, carpenters, architects, etc.).

~~7.8.~~ On approved projects the County will generally provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, materials, labour, donated equipment, or other “gifts-in-kind”. County funding will generally not exceed \$15,000.00 per project.

~~8.9.~~ Donations in kind of labour and equipment will be ascribed a value based on current Provincial standards used for the Community Facility Enhancement Program.

~~9.10.~~ Funding preference will be given to applicants that have not recently been granted funding under this policy.

~~10.11.~~ Grant funds provided by Council should be accounted for within 60 days of the completion of the project. Failure by a community hall/association to account for the funds may result in the group being ineligible for future grants, until such time as the accounting is complete.

TAX REIMBURSEMENT:

1. County staff are directed to annually reimburse the Leslieville Elks, and any other non-profit group as authorized by Council, for the Alberta Education component of their tax bill.



Agenda Item

Project: Community Hall Capital Grant Applications: Aurora Community Centre & Buster Creek-Crimson Lake Community Hall	
Presentation Date: March 25, 2014	
Department: CPS	Author: Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Continue to evaluate, plan and support the recreation, cultural and leisure needs within the Rocky/Caroline/Clearwater community.
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>'Capital Grant Funding for Community Halls/Associations'</u>	
Recommendation: 1. That Council approves \$15,000.00 in funding for the Aurora Community Centre, from the 'Community Hall/Association Capital Grant,' to be used towards the discussed projects. 2. That Council approves \$3,005.05 in funding for the Buster Creek-Crimson Lake Community Hall from the 'Community Hall/Association Capital Grant,' to be used towards the discussed projects.	
Attachments List: Hall Financial Statements	

Background:

Aurora Community Hall

The Aurora Community Centre has submitted a request for funding through Council's 2014 Community Halls/Associations Capital Grant.

Hall representatives are planning a large number of upgrades to the hall, which includes the completion of the interior of a new addition, which will house two bathrooms and a kitchen. Costs include septic installation, wiring, plumbing, flooring, septic and more.

The Centre is seeking Council's funding support for two items:

- (1) Electrical work provided by Rocky Electric (\$12,070.80)
- (2) Plumbing and heating work provided by B.W. Bouwman Plumbing Ltd. (\$25,460.00)

The total estimated cost for these projects is \$37,530.00 and the hall is requesting that Council provide \$15,000.00 capital grant funding towards the work. The requested amount falls within the 50/50 cost share outlined in Council's policy. Relevant quotes have been provided to Staff.

The Aurora Community Centre previously accessed this grant in 2013, when they received \$15,000.00 funding to initially build the addition's structure, complete earthwork and foundation work. This was the first time the Hall ever accessed the program. This portion cost more than \$35,000.00. If Council were to approve 2014's request, \$30,000.00 would be contributed to a 2-year capital upgrade project in excess of \$75,000.00.

As Council is aware, of the \$35,000.00 budgeted for the grant program in 2014, nothing has been accessed at this point.

Buster Creek-Crimson Lake Community Hall

The Buster Creek-Crimson Lake Community Hall has also submitted a capital funding request for Council's review and approval.

This hall previously accessed the grant in 2012 to upgrade their flooring, add several new toilets and sinks and to purchase some picnic tables. Council supplied them with \$8002.44.

This year, they are requesting funding assistance for the replacement of the metal roofing on the addition, and installation of new LED lighting. The total cost of this project is quoted at \$6,011.10. Staff is recommending that Council fund the request on a 50/50 cost share in the amount of \$3,005.55.

All relevant quotes and financial statements have been provided to Staff. Should Council approve both requests, \$16,994.45 will remain in the 2014 grant budget.

for
2013

Aurora Community Centre
Community Acct
Mar. 1 - Feb. 28, 2014

E3
151

<u>Particulars</u>	<u>Chg#</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Mar. 1 Balance Forward -				12196.07
Clearwater County 15000.00 grant			15000.00	27196.07
donation Alexander			100.00	27296.07
Apr 6 (Rodey) Dollar Store (shower supplies)	336	103.69		27192.38
Mar. 31 (interest)			.74	27193.12
Apr 9 Thompson Exploration (entry fee)			300.00	27493.12
Apr. 30 interest			.72	27493.84
June 7 Doren Blair (blue prints)	338	504.00		26989.84
May 31 interest			.74	26990.58
June 30 interest			.70	26991.28
July 18 DT Record			500.00	27491.28
July 31 interest			.73	27492.01
Aug 31 interest			.74	27492.75
Sept. 30 interest			.72	27493.47
Oct 31 interest			.74	27494.21
Nov. 30 interest			.72	27494.93

for
2013.

Community Acct
Mar 1 - Feb 28, 2014

E3
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<u>Particulars</u>	<u>Chg#</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Dec 16 Bonavista (donation)			1,000.00	28494.93
Dec 31 interest			.76	28495.69
Jan 31 Hay Shakers (garbage)	340	1595.45		26900.24
Jan 31 interest			.79	26901.03
Feb 28 interest			.65	26901.68
Feb 19 Epcor (power)	341	230.75		26670.93

Rent for Hall

\$ 50.00 - Lawsons
\$ 75.00 - Hollingsworth
\$ 50.00 - Sztym
\$ 200.00 - McIlwraith

Audited by J. Hurtt
March 8/14

\$ 375.00 not deposited. Have at home
in case of emergency in community.

Year of
2013

Aurora Community Centre
Casino Acct
March 1, 2013 - Feb. 28, 2014

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<u>Date</u>	<u>Particulars</u>	<u>chg#</u>	<u>debit</u>	<u>credit</u>	<u>balance</u>
					3749.46
Mar. 1	Alberta liquor & gaming (casino)			26912.00	30661.46
Mar. 31	bank fee		8.00		30653.46
Apr. 30	bank fee		8.00		30645.46
May 16	Epor (power) # 72		166.28		30479.18
May 31	bank fee		8.80		30470.38
June 30	bank fee		8.00		30462.38
July 18	Epor (power) # 73		249.50		30212.88
July 18	BV propane (heating)		238.58		29974.30
July 31	bank fee		12.80		29961.50
Aug 28	Western Star (advertising) # 74		90.30		29871.20
Aug-31	bank fees		8.80		29862.40
Sep-30	bank fees		8.00		29854.40
Oct. 31	bank fees		8.00		29846.40
Nov. 13	Superior Safety (building permits) # 75		286.00		29560.40

Year of 2013

Aurora Community Centre
Casino Acct
Mar. 1, 2013 - Feb. 28, 2014.

E3

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<u>Date</u>	<u>Particulars</u>	<u>chg#</u>	<u>debit</u>	<u>credit</u>	<u>Balance</u>
					29560.40
Nov. 21	Blindman Valley (Propane)	# 77	587.67		28972.73
Nov 21	Epcor (power)	# 78	213.95		28758.78
Nov. 30	bank fees		15.00		28743.78
Dec. 31	bank fee		8.00		28735.78
Jan 16	Clearwater County (Insurance)	# 79	482.23		28,253.55
Jan. 31	bank fees		8.90		28244.65
Feb. 28	bank fees		8.00		28236.65

Audited by L. Skwitt
March 8/14

Aurora Community Centre
Community Acct
March 1, 2012 - February 28, 2013

<u>Date</u>	<u>Particulars</u>	<u>Chq#</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Mar. 1	Balance forward				13,246.06
Mar. 7	Western star (advertising)	315	88.20		13,157.86
Mar. 20	DTHS Rec. (skating rink)			500.00	13,657.86
Mar. 26	(Canadian Tire gift card (Lenard))	316	100.00		13,557.86
Mar. 31	interest (Hewitts mom)			.14	13,558.00
Mar. 28	Blooms	317	52.50		13,505.50
Apr. 26	Home Hardware (paint, stain etc.)	318	170.16		13,335.34
Apr. 30	interest			.14	13,335.48
Apr. 27	Co-op (cleaning + bbq for picnic)	319	116.60		13,218.88
May 31	interest			.14	13,219.02
June 30	interest			.13	13,219.15
July 31	interest			.14	13,219.29
Aug 2 Aug 10	Western Star (shower advertising)	320	206.68		13,012.61
	Picnic tables	321	360.00		12,652.61
Aug. 28	Co-op (hall supplies)	322	149.22		12,503.39
Aug 31	interest			.12	12,503.51
Sept. 30	interest			.10	12,503.61
Oct. 31	interest			.11	12,503.72
Nov. 7	Tracy Gardner (Co-op) (picnic supplies)	327	163.55		12,340.17
Nov. 7	Jim Carroll (Can. Tire) equip, mats, blooms, vacuum, buss spray	328	442.24		11,897.93
Sept. 27	Jim Carroll (Rec. Canadian) (toles, plates, cup sets)	323	416.85		11,481.08
Nov. 23	Tracy Gardner (door prizes candy decorations)	329	250.50		11,230.58
Nov. 30	interest			.08	11,230.66
Dec. 20	Epcor	330	243.47		10,987.19
Dec 20	DTHS Rec. Board Board			2000.00	12,987.19
Dec. 30	interest			.08	12,987.27
Dec. 31	fee		.80		12,986.47
Dec 31	Rocky Co-op (New Years Party)	331	150.39		12,836.08

Community Acct.

<u>Date</u>	<u>Particulars</u>	<u>chg#</u>	<u>debit</u>	<u>credit</u>	<u>balance</u>
Jan 10	Pharmasave (cards + 2013 Xmas prizes)	332	97.69		12738.39
Jan. 31	interest			.12	12738.51
Feb. 21	Wile Kulkowski (snow blower) parts	333	322.37		12416.14
Feb. 20	Western Star (advertising)	334	120.16		12295.98
Feb. 20	Hollys Greenhouse (Lawrence May)	335	100.00		12195.98
Feb. 28	interest			.09	12196.07
	sum total		3551.38	2501.39	

outstanding
 Feb. 20 337 \$50.00
 Jill Juntis Dad.

Audited By Gena Hollingsworth
 Gena Hollingsworth
 April 9, 2013.

Aurora Community Centre
Casino Acct.
March 1 - Feb 28 2013

E3

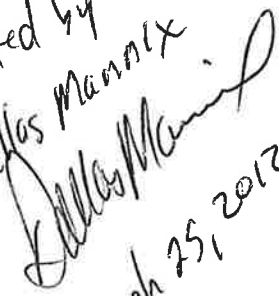
<u>Date</u>	<u>Particulars</u>	<u>chg#</u>	<u>debit</u>	<u>credit</u>	<u>balance</u>
Mar 1					7509.13
Mar 20	Epcor		327.57		7181.56
Mar 31	Fee		1.60		7179.96
Mar 31	Monthly Fee		8.00		7171.96
Apr 10	Scott Paradis (playground set)	56	600.00		6571.96
Apr 26	Epcor	57	324.57		6247.39
Apr 30	Fees		10.40		6236.99
May 11	Home Hardware (brushes stain)	58	48.80		6188.19
May 31	Fees		8.80		6179.39
June 4	Home Hardware Stain	59	56.11		6123.28
June 30	Fees		8.80		6114.48
July 13	(Blindman Valley) Propane	61	461.28		5653.20
July 5	Phil Smith (wiring lights)	60	152.25		5500.95
July 31	Fees		9.60		5491.35
Aug 31	Fees		8.00		5483.35
Sept 30	Fees		8.00		5475.35
Oct 15	Casino Deposit			2055.00	7530.35
Oct 10	Brenda Grande (advisor)	63	815.00		6715.35
Oct 10	Dan McKenna (advisor)	64	815.00		5900.35
Oct 10	huckys kitchen (food casino)	65	680.25		5220.10
Oct 18	Epcor	66	161.12		5058.98
Oct 21	Clearwater County (insurance)	68	395.81		4663.17
Oct 31	fees		15.20		4647.97
Nov 30	fees		8.00		4639.97
Dec 31	fees		8.00		4631.97
Jan 31	fees		8.00		4623.97
Feb 20	Epcor	69	241.01		4382.96
Feb 21	Blindman Valley (propane)	70	623.30		3759.66
Feb 28	Fees		9.60		3750.06

Audited by Gene Hollingsworth
 Gene Hollingsworth
 April 9, 2013.

Aurora Community Centre E3
 Community Acct.
 March 1, 2011 - February 29, 2012

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Date	Particulars	Cheque #	Debit	Credit	Balance
Mar. 1	Opening Balance				11,072.64
Mar. 31	Interest			.05	11,072.69
Apr. 20	Deposit (Rec Board)			500.00	11,572.69
Apr. 30	Interest			.05	11,572.74
May 13	supplies + decorations	#310	30.46		11,542.28
May 31	Interest			.07	11,542.35
June 22	Deposit (Rec Board)			2000.00	13,542.35
June 30	Interest			.09	13,542.44
July 31	Interest			.15	13,542.59
Aug. 31	Interest			.15	13,542.74
Sept. 30	Flower Gallery (Jims mom)	#311	52.50		13,490.24
Oct. 5	Interest			.15	13,490.39
Oct. 27	Western Star (advertising)	#312	48.30		13,442.09
Oct. 31	Interest			.15	13,442.24
Nov. 30	Interest			.14	13,442.38
Dec. 5	Pharmasave (candy bags)	#313	94.69		13,347.69
Dec. 5	Pharmasave (door prizes)	#314	102.04		13,245.65
Dec. 31	Interest			.14	13,245.79
Jan. 31	Interest			.14	13,245.93
Feb. 29	Interest			.14	13,246.07

Audited by
 Dallas Mannix

 March 25, 2012

Aurora Community Centre

Casino Account

March 1, 2011 - February 29, 2012

Date	Particulars	Chq # /	Debit	Credit	Balance
Mar. 1	Opening Balance				22,688.13
Mar. 20	Epcor		46.16		22,641.97
Mar. 30	flat fee (ATB)		8.00		22,633.97
Apr. 20	Epcor	# 36	50.92		22,583.05
Apr. 30	transaction fee (ATB)		.80		22,582.25
Apr. 30	flat fee (ATB)		8.00		22,574.25
May 31	flat fee (ATB)		8.00		22,566.25
June 3	Home Building Ctr.	# 39	2120.64		20,445.61
June 3	Rimby Co op	# 38	325.42		20,120.19
June 7	Rocky Group	# 40	112.45		20,007.74
June 10	Ken Roc Building Materials	# 41	603.75		19,403.99
June 15	(Gena) Rimby Co op (paint supplies)	# 37	249.90		19,154.09
June 20	Rimby Builders	# 42	886.42		18,267.67
June 21	Harriman Lumber	# 43	1110.90		17,156.77
June 22	Epcor	# 45	63.49		17,093.28
June 24	Travis Pike ^{camp kitchen} ramp + step	# 46	6112.48		10,980.80
June 27	James Smith ^{drywall}	# 47	1575.00		9,405.80
June 30	transaction fee (ATB)		8.00		9,397.80
June 30	flat fee (ATB)		8.00		9,389.80
July 12	Wild West Farms (lumber)	# 44	368.71		9,021.09
July 31	transaction fee (ATB)		.80		9,020.29
July 31	flat fee (ATB)		8.00		9,012.29
Aug 25	Epcor	# 48	167.58		8,844.71
Aug 31	transaction fee (ATB)		.80		8,843.91
Aug 31	flat fee (ATB)		8.00		8,835.91
Sept. 30	flat fee (ATB)		8.00		8,827.91
Oct 31	flat fee ATB		8.00		8,819.91
Nov. 14	Epcor	# 50	96.97		8,722.94
Nov 16	Clearwater County Insurance	# 51	336.81		8,386.13

Aurora Community Centre Casino Account

E89.2

Date	Particulars	Cheque #	Debit	Credit	Balance
Nov. 17	Phil Smith Electrical	* 49	119.70		8,266.43
Nov. 30	transaction fee (ATB)		2.40		8,264.03
Nov. 30	flat fee (ATB)		8.00		8,256.03
Dec. 31	flat fee (ATB)		8.00		8,248.03
Jan. 23	Blindman Valley Propane	Σ #53	592.46		7,655.57
Jan. 23	Epcor	Σ #53	124.74		7,530.83
Jan. 31	transaction fee (ATB)		5.70		7,525.13
Jan. 31	flat fee (ATB)		8.00		7,517.13
Feb. 28	Epcor	*54	224.12		7,293.01
Feb. 29	transaction fee (ATB)		.80		7,292.21
Feb. 29	flat fee (ATB)		8.00		7,284.21
	<u>outstanding</u>				
	Phil Smith Electrical	#55	152.55		

Buster Creek – Crimson Lake Community Association

Balance sheet

Bank balance January 1, 2013	\$ 11,814.36
Income Jan. 1/13 - Dec. 31/13	\$ 14,449.46
<u>Expenses Jan. 1/13 – Dec. 31/13</u>	<u>\$ 10,110.62</u>
Bank balance December 31, 2013.....	\$ 16,153.20

.....

Profit and Loss Statement – January 1/13 – December 31/13

Total income	\$ 14,449.46
Accounts receivable	\$ 00.00
Total expense	\$ 10,110.62
<u>Accounts payable</u>	<u>\$ 00.00</u>
Profit	\$ 4,338.84


Assets	\$ 200,000.00
Liabilities	\$ 00.00
<u>Bank balance Dec. 31/13</u>	<u>\$ 16,153.20</u>
Total	\$ 216,153.20

.....

These financial statements have been reviewed by:


Suzanne Valstar (Treasurer)

Myles Jensen (Auditor)


Marg Valstar (Secretary)

Curt Kroschel (Auditor)

10 Jan. 2014
Date:

Buster Creek – Crimson Lake Community Association

Balance sheet

Bank balance January 1, 2012	\$ 16,395.86
Income Jan. 1/12 - Dec. 31/12	\$ 21,020.34
<u>Expenses Jan. 1/12 – Dec. 31/12</u>	<u>\$ 25,601.84</u>
Bank balance December 31, 2012.....	\$ 11,814.36

Profit and Loss Statement – January 1/12 – December 31/12

Total income	\$ 21,020.34
Accounts receivable	\$ 00.00
Total expense	\$ 25,601.84
<u>Accounts payable</u>	<u>\$ 00.00</u>
Loss	\$ -4,581.50
Assets	\$ 200,000.00
Liabilities	\$ 00.00
<u>Bank balance Dec. 31/12</u>	<u>\$ 11,814.36</u>
Total	\$ 211,814.36

These financial statements have been reviewed by:

Suzanne Valstar
Suzanne Valstar (Treasurer)

Myles Jensen
Myles Jensen (Auditor)

Marg Valstar
Marg Valstar (Secretary)

Curt Kroschel
Curt Kroschel (Auditor)

January 28, 2013
Date:

Buster Creek – Crimson Lake Community Hall

Balance sheet

Bank balance January 1, 2011	\$ 12,819.15
Income Jan. 1/11 - Dec. 31/11	\$ 13,127.00
<u>Expenses Jan. 1/11 – Dec. 31/11</u>	<u>\$ 9,550.29</u>
Bank balance December 31, 2010.....	\$ 16,395.86

Profit and Loss Statement – January 1/11 – December 31/11

Total income	\$ 13,127.00
Accounts receivable	\$ 00.00
Total expense	\$ 9,550.29
<u>Accounts payable</u>	<u>\$ 00.00</u>
Profit	\$ 3,576.71

Assets	\$ 200,000.00
Liabilities	\$ 00.00
<u>Bank balance Dec. 31/11</u>	<u>\$ 16,395.86</u>
Total	\$ 216,395.86

These financial statements have been reviewed by:

Suzanne Valstar
Suzanne Valstar (Treasurer)

Myles Jensen
Myles Jensen (Auditor)

Marg Valstar
Marg Valstar (Secretary)

Curt Kroschel (Auditor)

January 24, 2012
Date:

This is Curt signature in account
book has gone south on vacation
Bank Books look good. Curt Kroschel

Jan 11, 2012



Agenda Item

Project: Application 01/14 to amend the Land Use Bylaw – Public Hearing	
Presentation Date: March 25, 2014 Time: 10:00 a.m.	
Department: Planning	Author: Eleanor Pengelly
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: N/A	Goal: N/A
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> The Land Use Bylaw	
Recommendation: Pending the results of the public hearing, it is recommended Council grant 2 nd and 3 rd readings to Bylaw 984/14	
<p>Background: Richard and Lorraine Klone own 1.71 acres of land, legally described as Plan 812 1228, Lot 1 (PT SW 31-39-05 W5). The subject land is located 8 miles east of Rocky Mountain House.</p> <p>The property is currently in the Industrial District “I”. It was zoned to Industrial District “I” in 1980 in order to accommodate a commercial pottery operation on the property.</p> <p>Since then, the land has changed title and the present owners are using the property as a residential site. The parcel contains a residence and a detached garage. Thus this application is to rezone the parcel to the Country Residential District “CR” as shown on Schedule “A” of Bylaw 984/14.</p> <p>Legal and physical access to the property is via Range Road 6-0, the Beaver Flats Road, adjacent the west boundary of the parcel. Surrounding land uses are country residential and agricultural.</p> <p>Planning Direction: The Land Use Bylaw, Section 13.4(3) stipulates that the purpose of the Country Residence District “CR” is to “accommodate and regulate traditional country residential parcels while not permitting any agricultural pursuits.” Although the subject land is smaller than the standard lot size of 2.25 to 3.6 acres, the use of the parcel fits with the intention of the “CR” District.</p> <p>First Reading: At the regular Council meeting held on February 11, 2014, Council reviewed and gave first reading to Bylaw 984/14. As required by legislation, comments were invited from adjacent landowners. Upon consideration of the representations made at the Public Hearing, Council may consider whether or not to grant second and third readings to the bylaw.</p>	



CLEARWATER COUNTY
Application for
Amendment to the Land Use Bylaw

Application No. 01/14

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

APPLICANT: RICHARD Klone & Lorraine Klone

ADDRESS & PHONE: RR1 SITE 4 Comp 34 RMH AB, T4T-2A1

REGISTERED OWNER: RICHARD Klone & Lorraine Klone

ADDRESS & PHONE: RR1 SITE 4 Comp 4, RMH AB, T4T-2A1

AMENDMENT REQUESTED: HUSBAND=403 418 5185, WIFE=403 418 5176

- 1. CHANGE OF LAND USE DISTRICT **FROM:** Industrial District "I" **TO:** Country Residence District "CR"
 LEGAL DESCRIPTION OF PROPERTY: SW 1/4 Sec. 31 Twp. 39 Rge. 05 W5M
 OR: LOT: 1 BLOCK 1 REGISTERED PLAN NO.: 812 1228
 OR: CERTIFICATE OF TITLE NO.: _____ (Site Plan is attached)
 SIZE OF AREA TO BE REDESIGNATED: 1.71 (Hectares / Acres)

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

To change the land use designation of the subject property from Industrial District "I" to Country Residence District "CR."

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

To bring existing and future development into compliance with the Land Use Bylaw.

DATE: Jan 9, 20 14 APPLICANT'S SIGNATURE [Signature]

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

APPLICATION FEE OF \$ 400.00 DATE PAID: January 7, 2014 RECEIPT NO. 97196

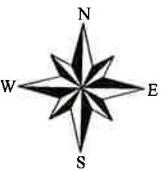
[Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE



Application #01/14 to Amend the Land Use Bylaw
Redistrict Entire Parcel of 1.71 acres
From Industrial District "I" to Country Residence District "CR"
Lot 1, Plan 812 1228 (PT SW 31-39-05 W5M)
Richard & Lorraine Klone

1:1,000



BYLAW NO. 984/14

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

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

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

WHEREAS, the general purpose of the Country Residence District "CR" is to accommodate and regulate traditional country residential parcels while not permitting any agricultural pursuits.

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

That all of Plan 812 1228, Lot 1 (PT SW 31-39-05 W5M), as outlined in red on the attached Schedule "A", be redesignated from the Industrial District "I" to the Country Residence District "CR".

READ A FIRST TIME this _____ day of _____ A.D., 2014.

REEVE

MUNICIPAL MANAGER

PUBLIC HEARING held this _____ day of _____ A.D., 2014.

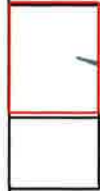
READ A SECOND TIME this _____ day of _____ A.D., 2014.

READ A THIRD AND FINAL TIME this ___ day of _____ A.D., 2014.

REEVE

MUNICIPAL MANAGER

31

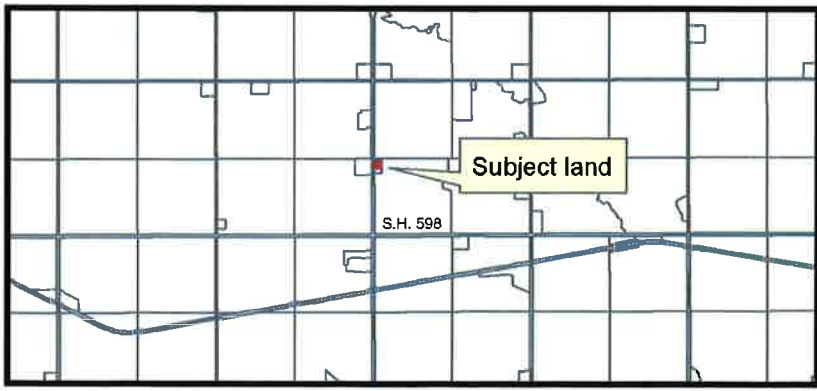


Redistrict 1.71 acres
From Industrial "I" to
Country Residence "CR"

RGE RD 6-0 (Beaver Flats Road)

SW 31-39-05 W5M

Secondary Highway 598



**Bylaw 984/14
Schedule "A"**



**Application 01/14 to Amend the Land Use Bylaw
Redistrict Entire Parcel of 1.71 acres
From Industrial "I" to Country Residence "CR"
Lot 1, Plan 812 1228 (PT SW 31-39-05 W5M)
Richard & Lorraine Klone**



13.4 (3) COUNTRY RESIDENCE DISTRICT "CR"

THE PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AND REGULATE TRADITIONAL COUNTRY RESIDENTIAL PARCELS WHILE NOT PERMITTING ANY AGRICULTURAL PURSUITS.

A. PERMITTED USES

1. Detached dwelling
2. Ancillary buildings

B. DISCRETIONARY USES

1. Home occupation
2. Local community centre or hall
3. Manufactured home in a grouped "CR" subdivision intended for manufactured homes or on an isolated "CR" lot.
4. Minor agricultural uses only as provided for in Section 3.2(1)
5. Playground and/or other outdoor recreation facilities to serve this district
6. Public building or use required to serve this district
7. Residential shop
8. Guest house

C. ACCEPTABLE LOT SIZE

1. For residential use, 0.91 to 1.46 hectares (2.25 to 3.6 acres) with a minimum mean lot width of 50 metres (165 feet), unless:
 - (a) an applicable statutory plan or outline plan in accordance with Section 6.2.20 of the Municipal Development Plan provides for a parcel size between 1 to 1.5 hectares (2.5 to 4 acres) with a minimum mean lot width of 50 metres (165 feet), or
 - (b) the parcel was created prior to the adoption of the Municipal Development Plan, 1 to 1.5 hectares (2.5 to 4 acres) with a minimum mean lot width of 50 metres (165 feet).
2. For non-residential uses, the lot size shall be as required by the Development Officer subject to a minimum lot frontage of 30 metres (100 feet).

D. MINIMUM TOTAL FLOOR AREA

1. Detached dwelling: 100 square metres (1,000 sq. ft.) unless otherwise approved by the Development Officer.
2. Manufactured Home: 75 square metres (800 sq. ft.) unless otherwise approved by the Development Officer.

- E. MINIMUM DEPTH OF FRONT YARD
7.5 metres (25 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to 7 of the Supplementary Regulations.
- F. MINIMUM WIDTH OF SIDE YARD
5 metres (15 feet) except for a corner site where the side yard shall be determined as though it were a front yard.
- G. MINIMUM DEPTH OF REAR YARD
7.5 metres (25 feet) unless otherwise approved by the Development Officer.

NOTE: Lots created prior to this Bylaw coming into effect and not able to comply with the foregoing shall comply with setbacks as determined by the Development Officer.

- H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS
1. All buildings, including manufactured homes added to a lot shall be new unless otherwise approved by the Development Officer.
 2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site to the satisfaction of the Development Officer.
 3. A manufactured home without permanent foundation shall have the undercarriage screened from view so as to complement the appearance of the manufactured home.
 4. Ancillary structures and additions shall be designed to complement the main residence.
- I. MAXIMUM HEIGHT OF BUILDINGS
Two storeys or 8 metres (26 feet) but ancillary buildings, not more than 5 metres (16 feet).



Agenda Item

Project: October 21, 2013 Municipal Election – Returning Officer Report	
Presentation Date: March 25, 2014	
Department: Council	Author: Joy Marshall
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:
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>Local Authorities Election Act</u> <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the November 1, 2013 - Returning Officer Municipal Election Report as information.	
Attachment: Report	
Background: <p>The attached report is respectfully submitted by Joy Marshall, Returning Officer for Clearwater County Municipal Election on October 21, 2013.</p>	

Date: November 1, 2013
Item: Returning Officer Report
Prepared by: Joy Marshall

This is my fourth election I have worked for Clearwater County; three as Returning Officer and once as Deputy Returning Officer. Over the four elections I have improved the nomination packages, maps, ads for the paper, and instructions for the workers. I find this job very interesting and rewarding.

I had Paula Cech as my Deputy Returning Officer. She was a great asset to me in her willingness to work, computer skills, her overall friendliness, and her great sense of humour. She brought some fresh and new ideas to help in putting together all that is needed in the election process. We spent hours on the training manual and we were proud of what we had when we were finished. We tried to make it very user friendly and easy to follow. When you hire 36 people you have to remember they are from different education levels and workplace environments.

I have found the staff at Clearwater County to be friendly and very helpful. They provided information, assistance, supplies, and whatever was needed to aid me in running the election. In particular I would like to recognize Cheryl for doing the election maps, Christine for doing all the ads in the papers, Tracey Lynn for her computer skills and listening ear, and Carole for transferring hundreds of calls.

Cheryl was a great help in getting our maps prepared for our voting stations. During the days prior to the election, the map-maker broke and there was a new one brought in to the county in time for our final days of preparation. The maps we used for the voting stations worked very well, we marked where Rocky Mountain House, Caroline and Nordegg were located, as well as roads and highways. Cheryl designed our maps specifically for each voting station and this worked great.

I was able to use office space downstairs which was great as I need a lot of space when putting together the packages for the election workers. I was given a phone with voicemail and a computer with email which kept me in touch with Clearwater staff, electors, and candidates. This election I was also given a cell phone which was very useful. I was able to stay in touch wherever I was.

I feel overall that the 2013 Clearwater County Municipal election went very well. It was a close race resulting in a recount which was something I had not dealt with before. It was a stressful afternoon for all involved. However, other than being a long afternoon things ran smoothly.

All workers received full training and instructions - most of these workers are experienced and not any station had two inexperienced workers - so if there was a new

worker, I was sure to place them with an experienced person. Over all I was pleased with their work. I split the election workers in two groups for training, I do one session in the morning and one in the afternoon. They receive around two hours of training. I also train the advance election workers separately.

I also looked after the Wild Rose School Division Election for Ward 2 and Ward 4. I feel there needs to be changes to this agreement. Their boundaries are so different than the county's it is confusing for workers and electors. I spent considerable time fielding questions concerning the school trustee election, which I had no answers that were readily available. I feel there needs to be communication with the Wild Rose School Division in June or July not in September.

The new boundary changes had a lot of electors phoning to find out where to vote. They seemed to come mostly from between Division 4 and Division 1, and for Division 5, however I had the most inquires for where people needed to vote for Division 6.

Voter I.D. was something new for this municipal election. Electors need to show I.D. for provincial and federal elections so there seemed to be no problem implementing this into the municipal election.

The biggest job with the election is booking the halls for polling stations. There were fourteen polling stations, plus two advance polls, and 36 workers to man the polling stations. This takes hours to try and catch people at home. Some of the workers who have worked many elections (I would say about ten to fifteen) may not be able to at the next election, with age being the main reason. We did advertise for workers for the election but had only three people respond. When they found out it is two to three hours of training and a twelve to fourteen hour shift on election day they were not interested.

I did some checking on what other municipalities and towns were paying their election workers and Clearwater County was the lowest. We were paying \$150 for election day and the town of Rocky was paying \$200. Some municipalities were paying upwards of \$300. We raised our compensation to match the town's. Your election budget should include more money for the workers next election.

You may want to look into electronic voting (not without its own glitches) or different ways of running the election. I had a lot of candidates and electors ask how you know if people are only voting at one polling station. My recommendation would be to use less polling stations. Instead of so many if you used less, you could have 4 or more election workers in the selected halls and they could help and support each other. This, I think, would help eliminate people from being unsure of how to proceed and make things run smoother.

Faraway is a very expensive polling station for the amount of voters. It will be difficult to replace the workers that we have been using for this voting station. For the 2010 and 2013 election we have used a husband and wife, who take their holiday trailer to use as a voting station.

As councillors if there are any changes you would like to see made (such as polling stations, what you would like to see in nomination packages, etc.) there has to be communication with the Returning Officer in May or June.

There are different bylaws that can be passed pertaining to the election that have to be in place starting in April. Some of these bylaws are - changing division boundaries, providing for additional number and types of identification to verify name and address of an elector, the use of voting machines, deposit with nomination papers and there are a few others.

Having worked on four different elections I now have knowledge regarding data on polling stations, number of voters, ballots needed, supplies, etc. All of this information helps things run smooth and eliminates a lot of extra work. I have also made up binders for the last four elections which contain all the correspondence, order forms, spreadsheets, and information to run the election. All of this makes my job easier or for someone else to run the election.

As I have said I think the 2013 Clearwater County Municipal Election went well. I hope you have found me acceptable as Returning Officer and I would be pleased to do the same for the 2017 election.



Agenda Item

Project: March 5, 2014 By-election – Returning Officer Report	
Presentation Date: March 25, 2014	
Department: Council	Author: Christine Heggart
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:
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>Local Authorities Election Act</u> <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the March 5, 2014 - Returning Officer By-election Report as information.	
<p>Background:</p> <p>At their regular meeting on February 11, 2014, Council authorized the Division Four by-election take place on March 5, 2014. This decision followed an Alberta Court of Queen’s Bench Justice declaration that the office of division four councillor vacated on February 6, 2014 and ordered a by-election take place as soon as practicable. The Court directed the by-election be a vote between the two previously nominated candidates, who originally appeared on the ballot – Chuck Shipley and John Vandermeer.</p> <p>With no nomination period required, the timeframe was condensed significantly from the traditional timeframe for a municipal election.</p> <p>The Returning Officer advertised the <i>Notice of Election</i>, according to the <i>Local Authorities Election Act</i> (LAEA) Section 35 which states “if an election is required, the returning officer shall give notice of it in a prescribed form by publishing a notice at least once a week in each of the 2 weeks before election day in a newspaper or other publication circulating in the area...” The by-election was advertised in the Mountaineer, Western Star and Sunde Roundup newspapers twice each, once during the week of February 17 and once during the week of February 24 as well as on the Clearwater County website and through social media feeds.</p>	



Based on historical voting numbers, four voting stations were chosen for the by-election, and were located at the Caroline Legion, Butte Community Hall, Dovercourt Hall and Everdell Hall. Nine elections workers were hired and trained in advance of the election.

At their February 25, 2014 regular meeting, Council authorized attendance at the home of incapacitated voters – which was to take place on February 27, 2014. Historically, there has not been a request of this nature, but the by-election did include attendance at an incapacitated voter's home.

In total, the by-election received 455 votes, a 25% increase in voter turnout compared to the Division Four election held on October 21, 2013.

Recommendations for future elections:

Special ballots

- That Council consider resolution to allow for special ballot – for an elector that is unable to vote at an advanced vote or voting station (LAEA s.77.1) due to physical incapacity or absence from local jurisdiction. A special ballot could also eliminate the need for the resolution to attend the home of an incapacitated elector.



Agenda Item

Project: Clearwater Regional Emergency Management Agency (CREMA) Council Orientation	
Presentation Date: March 25, 2014	
Department: Municipal	Author: Ron Leaf
Budget Implication: <input type="checkbox"/> N/A <input checked="" 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 discusses the proposed workshop and identifies which members of Council will be able to attend.	
Attachments List: N/A	

Background:

Clearwater County is a member of the Clearwater Emergency Management Agency (CREMA) which is a regional organization established to carry out the legislated duties established for the Town of Rocky Mountain House, Village of Caroline, the Summer Village of Burntstick Lake and Clearwater County.

CREMA is hosting a Council orientation workshop on April 9 starting at 5:30 p.m.

The purpose of the workshop is to:

- Define terms such as “disaster” and “emergency” and describe the governance and management responsibilities set out in the AB Emergency Management Act
- Explain the policy framework that guides CREMA during a major emergency or disaster
- Explain the “state of local emergency” (SOLE) and identify the additional powers available to municipalities when a SOLE is declared
- Use examples of local events (e.g. floods – 1999, 2005, 2013; Pine Lake Tornado, Nordegg Fire – 2013) to illustrate emergency management principles and procedures.

Dinner will be provided therefore, CREMA is asking for the respective Councils to confirm the number of council and staff attending by March 28.

Clearwater County

Councilor and Board Member Remuneration Statement

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

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

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
Feb 3	Hospital Comm	X					74
Feb 3	Meet Shell		X				
Feb 6	Ag Building	X					74
Feb 6	RPAP		X				
Feb 10	Credit Union	X					74
Feb 11	Council				X		74
Feb 19	NSWA	X	X				198
Feb 19	AAMDC Connf Call			X			
Feb 20	Brownlee	X	X	X			
Feb 21	RMF	X	X	X			221
Feb 25	Council				X		74
Feb 26	AB Trans	X					74
	2 nights hotel						

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Remuneration Calculation

<u>7</u>	Meetings @ \$152.00=	<u>1064.00</u>	<u>863</u>	Kms @ \$0.54=	<u>466.02</u>
<u>8</u>	Meetings @ \$121.00=	<u>968.00</u>		Lunch @ \$16.00=	
<u>2</u>	Meetings @ \$276.00=	<u>552.00</u>		2 nights Accom. @ 175 =	<u>350.00</u>
	Supervision=	<u>850.00</u>			
	TOTAL=	<u>3434.00</u>		TOTAL=	<u>816.02</u>

Signature {Councilor / Board Member}

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	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
Feb 3	Meet with Shell	X					40
Feb 4	Arena Expansion	X					40
Feb 6	Bighorn Backcountry	X					20
Feb 6	Ag Rec Facility	X					20
Feb 7	Central Zone AAMDC	X	X				0
Feb 11	Regular Council				X		40
Feb 11	Pow Wow Committee	X					40
Feb 12	Arena Expansion-Dirt Use	X					40
Feb 20	Sasquatch-Clearwater Trail	X					40
Feb 21	Ag Rec Facility	X					40
Feb 25	Meet with Rocky Chamber	X					20
Feb 25	Regular Council				X		20
Feb 26	Ag Rec Facility	X					40
Feb 28	RDRWA Workshop Pine L	X					272
Feb 15	Rocky Fire Awards	-----					-----

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Remuneration Calculation

<u>12</u>	Meetings @ \$152.00=	<u>1824.00</u>	<u>672</u>	Kms @ \$0.54=	<u>362.88</u>
<u>1</u>	Meetings @ \$121.00=	<u>121.00</u>		Lunch @ \$16.00=	<u>112.86</u>
<u>2</u>	Meetings @ \$276.00=	<u>552.00</u>		LESS CHRISTMAS AD	<u>< 112.86</u>
	Supervision=	<u>\$550.00</u>			
	Sub Total=	<u> </u>		Sub Total=	<u> </u>
	TOTAL=	<u>3047.00</u>		TOTAL=	<u>250.02</u>

Signature {Councilor / Board Member}

Jim Duncan.....

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of2014.....

Name of Councilor / Board MemberCurt Maki.....

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Mileage @ \$0.54 / km
Feb 3	Industry Meeting	✓					70
Feb 7	AAMDC Zone Meeting	✓	✓				216
Feb 11	Council				✓		70
Feb 12	Travel to Calgary	✓					388
Feb 13	Browne Lhp Law Session	✓	✓	✓			—
Feb 21	Ag/Ree Meeting	✓					70
Feb 25	Council				✓		70
Feb 26	Ab Transportation	✓					70
Feb 27	ICC	✓					70

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Remuneration Calculation

<u>7</u>	Meetings @ \$152.00=	<u>1064.00</u>	<u>1024</u>	Kms @ \$0.54=	<u>552.96</u>
<u>3</u>	Meetings @ \$121.00=	<u>363.00</u>	<u>-</u>	Lunch @ \$16.00=	<u>-</u>
<u>2</u>	Meetings @ \$276.00=	<u>552.00</u>			
	Supervision=	<u>550.00</u>			
	TOTAL=	<u>2529.00</u>		TOTAL=	<u>552.96</u>
CANCELLED		Hotel Feb 13 @ \$56.34		Christmas Ad's =	\$112.86
Signature {Councilor / Board Member}	 <u>Curt Maki</u>			

Clearwater County

Councilor and Board Member Remuneration Statement

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

Name of Councilor / Board Member Kyle Greenwood.....

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
Jan. 7	CWC Council- Strategic Plan Review & Joint Council Wkb.	X	X				31
Jan. 9	David Thompson Rec. Board	X					43
Jan. 13	Regular Council				X		31
Jan. 14	Joint Council (McIntosh)	X	X				31
Jan. 20	A & P	X	X				31
Jan. 27	Prov. ASB Conf. Medicine Hat	X					15.5
Jan. 28	Prov. ASB Conf. Medicine Hat	X	X				0
Jan. 29	Prov. ASB Conf. Medicine Hat	X	X				0
Jan. 30	Prov. ASB Conf. Medicine Hat	X	X				15.5

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Remuneration Calculation

8	Meetings @ \$152.00=	1,216.00	198	Kms @ \$0.54=	106.92
6	Meetings @ \$121.00=	726.00	-	Lunch @ \$16.00=	-
1	Meetings @ \$276.00=	276.00			
	Supervision=	550.00			
	TOTAL=	2,768.00		TOTAL=	106.92
	<i>Christmas Adv = \$112.86</i>				

Signature {Councilor / Board Member} Kyle Greenwood.....

Clearwater County

Councilor and Board Member Remuneration Statement

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

Name of Councilor / Board Member Kyle Greenwood.....

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
Feb. 7	CAAMDC- MGA Review, Olds	X	X				31
Feb. 11	Regular Council				X		31
Feb. 12	CCPAC- Rocky	X					31
Feb. 13	Brownlee LLP- Emerging Trends, Calgary	X	X	X			418
Feb. 25	Rocky Chamber of Commerce Breakfast	X					
Feb. 25	Regular Council				X		31
Feb. 28	Clearwater County- ASB	X					31

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Remuneration Calculation

<u>5</u>	Meetings @ \$152.00=	<u>760.00</u>	<u>573</u>	Kms @ \$0.54=	<u>309.42</u>
<u>3</u>	Meetings @ \$121.00=	<u>363.00</u>	<u>-</u>	Lunch @ \$16.00=	<u>-</u>
<u>2</u>	Meetings @ \$276.00=	<u>552.00</u>			
	Supervision=	<u>550.00</u>			
	TOTAL=	<u>2225.00</u>		TOTAL=	<u>309.42</u>

Signature {Councilor / Board Member} Kyle Greenwood.....

Clearwater County

Councilor and Board Member Remuneration Statement

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

Name of Councilor / Board Member

EARL GRAHAM

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
Feb 5/14	SPDG Exc.	✓	✓				90
Feb 6/14	CAAND+C	✓	✓				22
Feb 10/14	SPDG	✓	✓			✓	90
Feb 11/14	COUNCIL				✓		92
Feb 18/14	AG SOCIETY	✓					22
Feb 19/14	MTG (SOUTH SASK)	✓					92
* Feb 19/14	WESTVIEW						
Feb 19/14	BROWNLEE				✓	✓	550
Feb 20/14	BROWNLEE	✓	✓			✓	2
Feb 20/14	SPIRT				✓		22
Feb 24/14	RDRWDG (Exc)	✓	✓			✓	195
Feb 25/14	COUNCIL				✓		92
Feb 27/14	ICC	✓				✓	92
Feb 28/14	RDRWDG/STANTEC	✓	✓				220
Feb 28/14	RED DEER COUNTY				✓		0

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Remuneration Calculation

1	Westview @ 92.00					
9	Meetings @ \$152.00=	1368.00	1579		Kms @ \$0.54=	852.66
9	Meetings @ \$121.00=	1089.00	4		Lunch @ \$16.00=	64.00
2	Meetings @ \$276.00=	552.00				
	Supervision=	550.00				
	TOTAL=	3631.00			TOTAL=	916.66
	Lunch Feb 14 @ 29.25	Hotel @ 199.54	Christmas Adv			112.86
	Signature {Councilor / Board Member}					

FB4PRT

THE WESTIN EDMONTON
Share Restaurant
GST# 861336493RT0005

207 Megan 2

27/2 1180 GST 1
20FEB'14 6:56AM

1 Breakfast Table 25.00

Subtotal 25.00

Tax 1.25

Total Due \$26.25

Gratuity: 3.00

Total: 29.25

Room # _____

Name Print _____

Signature _____

Checkout folio emailed? _____

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454

Mr Earl Graham	Page Number : 1	Invoice Nbr: 1000157333
Public Works And Govt Services	Guest Number: 844690	Arrive Date: 19-FEB-14 17:12
PO BOX 820	Folio ID : A	Depart Date: 20-FEB-14 09:00
CAROLINE, AB TOM 0M0	No. Of Guest: 1	
Canada	Room Number : 1614	
	Room Rate : 145.00	
Email: beavercreek@telus.net	Club Account: SPG - A42977731199	

Information Invoice

Tax ID: 815461330RT0001
 The Westin Edmonton 20-FEB-14 06:43 PBHATT

Date	Reference	Description	Charges	Credits
19-FEB-14	RT1614	Room Charge	145.00	
19-FEB-14	RT1614	GST	7.47	
19-FEB-14	RT1614	DMF	4.35	
19-FEB-14	RT1614	Tourism Levy	5.97	
19-FEB-14	RT1614	Parking Valet	35.00	
19-FEB-14	RT1614	GST	1.75	
20-FEB-14	VI	Visa	-199.54	
		** Total	199.54	-199.54
		*** Balance	0.00	

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