

CLEARWATER COUNTY COUNCIL AGENDA
June 09, 2015
9:00 A.M.
Council Chambers
4340 – 47 Avenue, Rocky Mountain House AB

10:00 A.M. Delegation: Ken Fowler, Manager – Rocky Mountain House Airport
1:15 P.M. Public Hearing Bylaw 1003/15 LUA DC-1 SE 06-39-04 W5M

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. May 26, 2015 Regular Meeting Minutes
2. May 26, 2015 Public Hearing Minutes

D. PUBLIC WORKS

1. Tender Award: BF07468 Bridge Rehabilitation
2. Tender Award: Buster Creek Road Bank Protection

E. AG SERVICES & LANDCARE

1. Future Problem Wildlife Management Resolution
2. Red Deer River Municipal Users Group

F. CORPORATE SERVICES

1. Draft Policy: Surplus and Reserves

G. COMMUNITY & PROTECTIVE SERVICES

1. 10:00 A.M. Delegation: Ken Fowler, Manager - Rocky Mountain House Airport

H. MUNICIPAL

1. AAMDC Satisfaction Survey 2015
2. Pathways 2 Sustainability Conference
3. Canada 150 Community Infrastructure Grant Application

I. PLANNING

1. 1:15 P.M. Public Hearing Bylaw 1003/15 LUA DC-1 SE 06-39-04 W5M
2. Bylaw 1003/15 LUA DC-1 SE 06-39-04 W5M Second & Third Readings

J. INFORMATION

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

K. IN CAMERA*

1. Enforcement

* 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) and (g); 25 (1)(c)iii; and 27 (1)(a)

L. ADJOURNMENT

TABLED ITEMS

| <u>Date</u> | <u>Item, Reason and Status</u> |
|--------------------|---|
| 02/24/15 | 073/15 Invitation from Mayor's Office, Drayton Valley STATUS: Pending Information, Municipal |



Agenda Item

| | |
|--|--|
| Project: BF07468 Bridge Rehabilitation Tender Award | |
| Presentation Date: June 9 th , 2015 | |
| 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 BF07468 Bridge Rehabilitation Tender to Formula Alberta Ltd. | |
| Attachments List: N/A | |

Background:

The Administration has tendered the proposed BF07468 Bridge Rehabilitation. This program includes the removal of the existing structure and installation of one bridge structure on Range Road 6-0 crossing Lobstick Creek at SW 30-40-5-W5M.

A Tender Opening was held on Thursday, May 28th, 2015, at 2:01 p.m. for the work outlined above. We received 10 bids, with **Formula Alberta Ltd.** being the low valid bidder.

The cost for this project came in **\$210,595.00** under the engineers estimated amount of **\$944,734.00**

The following is a summary of the bid prices received:

| Contractor | BF07468 |
|-------------------------------------|----------------------|
| Formula Alberta Ltd. | \$ 634,200.00 |
| Northstar Energy Services Inc. | \$762,344.31 |
| EllisDon Construction Services Inc. | \$ 768,747.29 |
| Avid Energy Services Inc. | \$ 775,031.00 |
| Volker Stevin Highways Ltd. | \$ 777,000.00 |
| Surespan Construction Ltd. | \$ 824,107.30 |
| Ironclad Earthworks Ltd. | \$ 891,750.00 |
| PCL Construction Management Inc. | \$ 904,904.00 |
| Carmacks Enterprises Ltd. | \$ 954,900.00 |
| Ruskin Construction Ltd. | \$ 1,595,910.00 |

| Formula Alberta Ltd. | <u>Tender Pricing.</u> | <u>Estimated Amount</u> |
|---------------------------------------|-------------------------------|--------------------------------|
| Total Contract Cost | \$ 634,200.00 | \$ 797,650.00 |
| Modified Amount (less site occupancy) | \$ 606,200.00 | |
| Contingency 10% | \$ 60,620.00 | \$ 79,765.00 |
| Engineering | \$ 67,319.00 | \$ 67,319.00 |
| Total | \$ 734,139.00 | \$ 944,734.00 |



Agenda Item

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| Project: Buster Creek Road Bank Protection Tender Award | |
| Presentation Date: June 9, 2015 | |
| Department: Public Works | Author: Erik Hansen/Marshall Morton |
| Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation | |
| Strategic Area: Infrastructure | 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 provided and approves awarding the Buster Creek Road Bank Protection Tender to Devcon Inc. | |

Background:

The Administration has tendered the bank protection proposed for a portion of the Buster Creek Road. This project is located 20Km North of Rocky in the NW 25- 41-8 W5M. During the 2013 flood, the North Saskatchewan River significantly migrated towards the Buster Creek Road. Proposed mitigation measures include, the construction of a guide bank and 2 spurs to guide the flow away from the highway. This project was submitted and approved by the Province under the provisions of the Flood Recovery Erosion Control (FREC) program.

A Tender Opening was held on May 28, 2015 at 3:00 p.m. for the work outlined above. We received 6 bids, with **Devcon Inc.** being the low valid bidder. The cost for this project came in **\$280,970.12** under the estimated amount of **\$1,573,000.00**.

The following is a summary of the bid prices received:

| | |
|--|------------------------|
| Devcon Inc. | \$ 1,095,496.00 |
| Dakota Reclamators Ltd. | \$ 1,416,964.14 |
| Formula Alberta Ltd. | \$ 1,558,000.00 |
| Norellco Contractors Ltd. | \$ 1,623,180.58 |
| Netook Construction Ltd. | \$ 1,823,000.00 |
| Western Civil, A Div. Of Western Equipment Rentals Ltd. | \$ 2,068,123.00 |

| Devcon Inc. | <u>Tender Pricing.</u> | <u>Estimated Amount</u> |
|-------------------------------|-------------------------------|--------------------------------|
| Construction (less Site occ.) | \$ 1,062,696.11 | \$ 1,423,000.00 |
| 10 % Contingency | \$ 106,269.61 | \$ Included |
| Potential Site Occ. Bonus | \$ 2,400.00 | \$ Included |
| Engineering | \$ 120,664.16 | \$ 150,000.00 |
| Total | \$ 1,292,029.88 | \$ 1,573,000.00 |



Agenda Item

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|---|-------------------------------|
| Project: Future Problem Wildlife Management Resolution | |
| Presentation Date: June 9th 2015 | |
| Department: Ag Services and Landcare | Author: 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 type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>Various acts and regulations</u> <input type="checkbox"/> County Bylaw or Policy (cite) _____ | |
| Recommendation: 1) Council accepts the following as information – Or 2) Council directs administration to create a resolution lobbying the provincial government to develop a wildlife management plan inclusive of all problem wildlife affecting agricultural operations. | |

Background:

Council may recall last winter Administration presented and discussed the Mountain View County Elk Resolution, which was subsequently debated and passed at the following AMD&C resolution session.

During this discussion Council demonstrated some interest in drafting its own resolution that would ask the Provincial Government to develop an all-inclusive problem wildlife management plan. If council wishes to proceed with such a resolution, Administration recommends the following components to make up the resolution.

- Inclusive of all problem wildlife species to agriculture, not included in the Alberta Pest Act ie. – Grazing ungulates and fowl, predatory mammals and raptors.
- Making special landowner permits easier to access and easier to fulfill
- Consider impacts and damages to swath grazing and stock piled pasture grass
- Establish an integrated approach including proactive education and extension tools, inter-connected resource management plans as well as reactive measures of hunting/harvesting, interceptive feeding and compensation
- Insure any compensation is associated with favorable management practice change both on the resource management side and the agricultural producer side.

If Council chooses to direct Administration to develop a resolution staff will come back with a draft prior to the September Central Zone resolution deadline.



Agenda Item

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|--|-------------------------------|
| Project: Red Deer River Municipal Users Group | |
| Presentation Date: June 9th , 2015 | |
| Department: Ag Services and Landcare | Author: 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 accept the following as information, and if it wants to participate in the consultation meeting appoint members to attend. | |

Background:

The Red Deer River Municipal Users Group (RDRMUG), which Clearwater County is an active member, is initiating a process to develop a Municipal Water Quality Protection Action Plan (MWQPAP). The goal of this plan, and the RDRMUG as an organization, is to continue working towards source water protection, specifically quality and quantity, within the Red Deer River Watershed. Administration is prepared to participate in this process, similar to our ongoing work with RDRWA and NSWA.

The MWQPAP will have a two phases. Phase one of the plan is called Municipal Conversations and will include participation from various Clearwater County departments and staff meeting with the RDRMUG who will discuss applicable policies, plans and bylaws, past / current actions, challenges and threats to municipal water quality and quantity. The following departments will likely be involved.

Planning – Land use planning, environmental reserves,

Public works – Operations of water and waste water systems, wetland policy

Ag. Serv. and Landcare – Extension and education activities

Community and Protective Services – West country enforcement.

Phase Two, which is intended for elected officials, is the municipal consultation group meeting which will focus on high level water quality issues, needs and next steps. This meeting will be held in Drumheller on Thursday July 16th from 12:00 to 4:00 pm. Administration recommends that council participate in this portion of the plan if individual schedules allow.



Agenda Item

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| Project: Draft Surplus and Reserves Policy | |
| Presentation Date: June 9, 2015 | |
| Department: | Author: Rudy Huisman/Ben Charles |
| 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: 1. That Council accepts the DRAFT Surplus and Reserve Policy for information. | |
| Attachments List: DRAFT Surplus and Reserve Policy | |

Background:

Reserves are capital resources set aside to provide financial stability and flexibility for the county. They give the County the capability to capitalize on opportunities that may arise, to save for future needs and to buffer against unforeseeable risk.

The intent of the Surplus and Reserve Policy is to establish a deliberate system of principles to guide and achieve rational outcomes within the context of the County's financial planning and in the best interests of the County's ratepayers.

The policy delegates responsibility to the proper authorities to establish and manage reserves and identifies and outlines the procedure for completing reserve transactions and obtaining Council approval. The requirement to establish appropriate target levels for each reserve is addressed in this policy. The policy identifies the accounting system in place for the proper recording of reserve transactions in order to establish full accountability. Staff will bring the final proposed policy to the attention of Council at a future date when drafting is complete and all affected staff members have been consulted.

They will enable Council to conceptualize the current and the required amount for each reserve, and the risks associated with these reserves.

The policy groups the reserves into three categories; Capital, Operating and Miscellaneous. The Capital Reserve category holds the largest proportion of total available funds and is the major source of funds for replacing capital assets and financing future projects. There are a total of 15 reserves in this category that cover topics that vary from road construction to sewer projects. The degree of risk associated with these accounts are connected to asset lifespan and the fluctuation of expenditures for projects that should be reviewed periodically.

The Operating Reserves provide a source of funds when unexpected or unbudgeted expenditures arise, or when revenue declines thus providing an option to stabilize tax rates. These reserves also provide for cyclical scheduled maintenance of existing assets. The risk associated with these accounts will be reviewed periodically as stated in the policy.

The Miscellaneous Reserves have their own specific functions and do not fall under the same principles of the other accounts. The Planning and Recreation Reserve fulfills a legislated mandate, the Nordegg Reserve, which tracks development costs and lot sales, is also included in this category.

The Annual Reserve Report specified in the policy will provide relevant details for each reserve. The Report is still in the developmental stage and Council will have the opportunity to review the final drafts at a later date.



CLEARWATER COUNTY SURPLUS AND RESERVE POLICY

| | |
|--|---|
| EFFECTIVE DATE: REVISED DATE: | TBA |
| SECTION: | Administration |
| POLICY STATEMENT: | A policy that manages the distribution of the County's surplus and reserve funds. |
| PURPOSE: | The purpose of this policy is to align the County's strategic goals with its financial expectations by establishing the objectives for reserves, their maintenance, as well as the delegation of responsibilities for their management and administration. |
| DEFINITIONS: | Reserve: An appropriation from net revenue at the discretion of Council, after the provision for all known expenditures. |
| OBJECTIVES: | <p><i>Capital Reserve</i></p> <ol style="list-style-type: none"> 1. Reserves for the full cost of replacement or rehabilitation of major assets will be funded from ongoing operations at a rate which reflects the consumption of those assets by current ratepayers. 2. A reserve for funding the combined annual costs of vehicles, equipment and machinery will be accumulated on an ongoing basis. The contribution rate will be equal to a three to five year rolling average of the anticipated expenditure requirements, which the contributions will be funded from operations. 3. The County will maintain reserves to be used as sources of funding for major new asset acquisitions and property development projects. These projects would typically be defined in advance in the long term planning and contributions will be made systematically from operations and as opportunities such as annual surpluses, one time revenue sources and grants arise. |



CLEARWATER COUNTY SURPLUS AND RESERVE POLICY

Operating Reserves:

1. Operating reserves provide a source of funds when unexpected and unbudgeted expenditures arise or when revenues decline and thus serve to stabilize tax rates. It is also in place for cyclical scheduled maintenance of existing assets.
2. The Tax Rate Stabilization Reserve will be the main vehicle in the County's financial risk management strategy. This reserve is responsible for dealing with sudden decreases in revenue or sudden increases in expenditures. The objective of this reserve is to stabilize municipal tax levies.
3. The Municipal Disaster Reserve is primarily intended for providing funding necessary to meet financial obligations of the County during a state of local emergency. Contributions of \$100,000 will be made to this reserve from operations annually but the balance of the fund shall not be allowed to exceed \$2,000,000. (Municipal Disaster Policy Revised April 2015)
4. GIS Air Photo Reserve objective is to allocate the operational budget to fund the cost of the GIS aerial photographs every three years.
5. The operating reserves will be reviewed periodically to evaluate underlying risks and validate target amounts.

Miscellaneous Reserves:

1. The Planning and Recreation Reserve is legislated and must be maintained in accordance with Section 671(4) of the Municipal Government Act which states:

Money provided in place of a municipal reserve and the interest earned on that money

- a. **Must be accounted for separately, and,**



CLEARWATER COUNTY SURPLUS AND RESERVE POLICY

POLICY

| | |
|--------------------------|--|
| | <p>b. Must be used only for any or all of the purposes referred to in subsection(2)</p> <p>(Note: subsection (2) includes the following purposes for which these funds may be used: a public park; a public recreation area; school authority purposes; and to separate areas of land that are used for different purposes.)</p> <ol style="list-style-type: none"> 2. The Nordegg Reserve objective is to cover the general development cost of the area. This reserve is meant to be self-sustaining by recovering the initial investment by the resale of the land held in inventory. 3. Unrestricted Accumulated Surplus will remain at or below \$100,000. |
| <p>PROCEDURE:</p> | <ol style="list-style-type: none"> 1. Subject to Council approval, the Director of Corporate Services/Chief Administrative Officer will retain the overall authority for establishing and managing reserves. 2. Prior to establishing a new reserve, the Director of Corporate Services/ Manager of Finance will prepare a financial plan which identifies the need, target funding level, contribution sources and projected disbursements to meet planned future obligations. 3. A target funding level will normally be established for every reserve at the time it is created. For those reserves already in place, targets will be developed as time permits. Notwithstanding, established targets will be reviewed periodically by staff to ensure adequacy and where necessary, a periodic review by third party consultants will be obtained. 4. All contributions to and/or withdrawals from reserves shall be approved by Council, normally as part of the annual budget approval process, the annual disposition of operating surplus/deficit or specifically by resolution. |



CLEARWATER COUNTY SURPLUS AND RESERVE POLICY

5. All contributions to and/or withdrawals from reserves will be clearly identified and segregated within the County's accounting system and accounted for by either an entry to or from an operating cost center or a capital project.
6. Funding strategies developed for reserves will take into account fairness to current and future ratepayers.
7. The Director of Corporate Services shall prepare an annual reserve report summarizing the current general status of the County's reserves and recommending any reallocations of balances or changes to targets.

At year end if unrestricted surplus exceeded \$100,000 staff will bring forward recommendations to Council for the disposition of this surplus before finalization of financial statements.

DRAFT



Agenda Item

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|---|--------------------------|
| Project : 10:00 A.M. Delegation: Ken Fowler, Manager - Rocky Mountain House Airport | |
| Presentation Date : June 9, 2015 | |
| Department : Council | Author : Ron Leaf |
| Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation | |
| Strategic Area : Theme: Managing Growth, Objective 1.2: Build sense of place through an engaging range of community facilities and shared open spaces; Managing Growth, Objective 1.3 Generate an innovative local economy Theme: Community Well Being, Objective 3.1: Sustain recreation, cultural and quality of life needs in community | |
| Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy | |
| Recommendation: That Council accepts Mr. Fowler’s verbal report for information. | |

Background:

With the upcoming airshow planned for the airport I have asked Ken Fowler, Airport Manager, to provide Council with an overview of the upcoming event. I believe Ken will also discuss some of the medium and long term plans for the airport.



Agenda Item

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|---|--------------------------|
| Project : AAMDC Satisfaction Survey 2015 | |
| Presentation Date : June 9, 2015 | |
| Department : Council | Author : Ron Leaf |
| Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation | |
| Strategic Area : Well Governed and Leading Organization | |
| Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy | |
| Attachments: Survey | |
| Recommendation: 1. That Council reviews and provides feedback | |

Background:

As discussed previously, the AAMDC is requesting a response to its annual Member Satisfaction Survey. I've attached a blank survey and encourage councillors to review and provide individual response, if they wish. For Council's information, I responding and providing an administrative perspective, which has also been requested.

I believe there is value in Council responding to the survey as a whole and provide the following suggestions or perspectives with respect to various Sections:

Introduction – Completed

Section 1 – The AAMDC – Input requested

Section 2 – Convention – Input requested

Section 3 – Advocacy – Communications Services and Tools – Input requested

❖ For Council's information I use or forward the following information from the AAMD&C:

- Contact Newsletter
- Annual Report
- Position Papers (e.g Apples to Apples – listed on County website)
- Position Statements
- Provincial budget analysis
- Ministerial Forum Toolkit
- President's letter

❖ Social media used by Clearwater County organization:

- Facebook
- Twitter
- Skype

Section 3 – Advocacy - Resources

- ❖ Advocacy Resources used as reference for Council reports
 - Social media resource for Citizen Engagement
 - Apples to Apples
 - Got Gravel
 - Connecting Dots
- ❖ Use of AAMDC website
 - Have used as a resource and to track resolutions
 -

Section 3 – Advocacy – The Team – Input requested

Section 4 – Insurance and Risk Management – Services (Input requested)

- Insurance is valuable and reduces costs for Clearwater County(input requested)

Section 4 – Insurance – The Team

- Insurance team useful and has assisted in policy development/recommendations to Council.)

Section 5 – Trade – Services & Benefits (input requested)

- Combined buying power through Trade Division provides benefit to Clearwater County

Section 5 – Trade – the Team (input requested)

- I don't believe Council interacts with the Trade Division (N/A)

Section 6 Prairie Fuel Aggregate – N/A

- Clearwater County does not use PFA as better pricing has been achieved through local supplier.



Partners in Advocacy & Business

[Exit this survey](#)

AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Introduction

The AAMDC Member Satisfaction Survey is a bi-annual event that strives to measure the AAMDC's performance so we know what we are doing well and what could use improvement. As one of 69 member municipalities, your response helps ensure we continue to assist rural municipalities in achieving strong and effective local government. We are seeking two responses from each of our members - one that reflects your collective council's perspective and one that is the perspective of your administration as represented by your CAO. This survey should take about 20 minutes to complete. The 2015 survey is comprised of six sections, including the following:

- 1) The AAMDC
- 2) Convention
- 3) Advocacy

and the three business units under Aggregated Business Services:

- 4) Insurance and Risk
- 5) Trade
- 6) PFA Canada

Online completion of this survey provided is strongly recommended. Please note that questions requesting you to rate a service/topic as to your awareness and satisfaction of that service/topic, as well as questions seeking information as to the importance and satisfaction of a service/topic, the following scales are used:

AWARENESS & SATISFACTION

Awareness: Very Aware, Aware, Somewhat Aware or Unaware

Satisfaction: Very satisfied, Satisfied, Dissatisfied, Very dissatisfied, Not applicable

IMPORTANCE & SATISFACTION

Importance: Very important, Important, Unimportant, Very unimportant

Satisfaction: Very satisfied, Satisfied, Dissatisfied, Very dissatisfied

Please note that the deadline for submissions of your completed survey is June 15, 2015.

*** 1. Before we begin, please indicate if you are completing this survey as a member council, or as an administrative representative:**

*** 2. Please indicate the member municipality represented by this response:**


[Exit this survey](#)

AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 1: The AAMDC

These questions focus on the AAMDC Board of Directors and are new to the satisfaction survey.

1. As representatives of member municipalities, the AAMDC Board of Directors strives to be accessible to members and keep them engaged and informed of current initiatives and advocacy developments. This includes actively participating in member visits, district meetings, conventions and at monthly board meetings. Please indicate your level of satisfaction with accessibility to AAMDC Board members to obtain information and represent member needs.

- Very Satisfied
 Dissatisfied
 Satisfied
 Very Dissatisfied

If your expectations are not being met, please provide details/suggestions

2. The AAMDC Board represents member interests on a number of issues and reports back through various speaking opportunities at conventions and district meetings as well as the President's monthly email communication to members. Please indicate your level of satisfaction regarding the frequency of information provided on board activities.

- Very Satisfied
 Dissatisfied
 Satisfied
 Very Dissatisfied

If your expectations are not being met, please provide details/suggestions

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Exit this survey

AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 2: Convention

This section seeks your municipality's thoughts on the AAMDC Convention. Conventions are opportunities for members to network, vote on resolutions that guide our advocacy efforts and receive education on matters impacting local government.

1. The AAMDC currently hosts two conventions per year. Conventions are an opportunity to learn about initiatives, hear government updates and network with colleagues. In your municipality's opinion, how many conventions per year should the AAMDC host?

- One per year
- Two per year

Other (please specify)

2. The AAMDC spring convention is typically 2.0 days long which includes a trade show and 1.5 days of programming. The fall convention is 2.5 days. Please indicate your municipality's opinion regarding the length of convention:

| | Too short | Just right | Too long |
|-----------------------|-----------------------|-----------------------|-----------------------|
| Spring Convention is: | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Fall Convention is: | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

3. Convention programming is made up of a number of elements that, when combined, offer diversity to the event. Please rate the importance of, and satisfaction with the following:

| | Importance | Satisfaction |
|----------------------------------|-------------------------------|-------------------------------|
| Keynote Speaker | <input type="text" value=""/> | <input type="text" value=""/> |
| Breakout/workshop Sessions | <input type="text" value=""/> | <input type="text" value=""/> |
| Resolution Session | <input type="text" value=""/> | <input type="text" value=""/> |
| Ministerial Forum | <input type="text" value=""/> | <input type="text" value=""/> |
| Plenary Addresses from Ministers | <input type="text" value=""/> | <input type="text" value=""/> |

| | Importance | Satisfaction |
|---------------------------------|-------------------------------|-------------------------------|
| Association Banquet (fall only) | <input type="text" value=""/> | <input type="text" value=""/> |
| Trade Show (spring only) | <input type="text" value=""/> | <input type="text" value=""/> |
| Networking Opportunities | <input type="text" value=""/> | <input type="text" value=""/> |
| Partners Program | <input type="text" value=""/> | <input type="text" value=""/> |
| Opposition Party Panel | <input type="text" value=""/> | <input type="text" value=""/> |

If you are dissatisfied with any of the above, please provide details in the field below

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v

4. When thinking about the various formats breakout and workshop sessions can take, please rate your top three preferences:

| | First | Second | Third |
|---------------------------------------|-----------------------|-----------------------|-----------------------|
| Presentation | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Panel Discussion | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Activity-based (eg. Small group work) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Study Tour | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

If you selected Other, please specify

^
v

5. When thinking about the various topics for breakout and workshop sessions, please rate your top three preferences:

| | First | Second | Third |
|-----------------------------------|-----------------------|-----------------------|-----------------------|
| Municipal Issues | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Community & Social Issues | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Professional Development | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Rural Issues | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Elected Officials Skills Training | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

If you selected Other, please specify

6. When thinking about the various topics for keynote speakers, please rate your top three preferences:

| | First | Second | Third |
|---------------------------------|-----------------------|-----------------------|-----------------------|
| Adventurers/Explorers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Athletes | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Entertainment | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Media Personalities/Journalists | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Political Figures | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Motivational | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

If you selected Other, please specify

7. What are the most important factors to you in a convention venue? Please rank the top three from the following factors:

| | Most important | Second most important | Third most important |
|--|-----------------------|-----------------------|-----------------------|
| Size of Convention Facilities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Logistics (i.e. having convention program in one building) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking Availability | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Parking Prices | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Hotel Choices | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Hotel Prices | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Hotel Proximity | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Quality of Food | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Accessibility within Venue | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Most important Second most important Third most important

Other

If you selected Other, please specify

8. The member regular registration fees for the most recent conventions were \$600 for the Fall Convention and \$500 for the Spring 2015 Convention. A discounted early bird option was also available. Please rate the value provided for the registration fees noted.

- Excellent Good Fair Poor

9. The annual AAMDC Trade Show is held the day prior to every spring convention to avoid conflicting with regular convention activities. The AAMDC understands that members have to travel from across the province to attend the convention and trade show and aims to schedule convention events to allow maximum attendance. Please indicate your preference for trade show hours:

- 11:00am - 6:00pm
 9:00am - 4:00pm
 1:00pm - 8:00pm

Other (please specify)

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AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 3: Advocacy - Communications Services and Tools

Using various resources, the AAMDC works to ensure that government decision-makers and relevant stakeholders understand and incorporate rural Alberta's best interests in their policies. Advocacy is the foundation of the AAMDC's mandate. The following questions seek your thoughts on the following areas:

- a) Communication Services and Tools
- b) Advocacy Resources
- c) The Advocacy Team

1. With respect to the following communications services and tools, please rate their importance and your satisfaction:

| | Importance | Satisfaction |
|--|-------------------------------|-------------------------------|
| Contact! newsletter | <input type="text" value=""/> | <input type="text" value=""/> |
| Member bulletins | <input type="text" value=""/> | <input type="text" value=""/> |
| AAMDC website (www.aamdc.com) | <input type="text" value=""/> | <input type="text" value=""/> |
| Annual report | <input type="text" value=""/> | <input type="text" value=""/> |
| Member visits | <input type="text" value=""/> | <input type="text" value=""/> |
| Social media (eg. Twitter, Flickr) | <input type="text" value=""/> | <input type="text" value=""/> |
| Position papers (eg. Examining Municipal Government Models, Apples to Apples, Got Gravel?, Citizen Engagement - Social Media Resource, Finding Local Solutions: Examining the Impacts of Forced Regionalization) | <input type="text" value=""/> | <input type="text" value=""/> |
| Advocacy report card | <input type="text" value=""/> | <input type="text" value=""/> |
| Position Statements | <input type="text" value=""/> | <input type="text" value=""/> |
| Convention highlights | <input type="text" value=""/> | <input type="text" value=""/> |
| Educational opportunities (eg. workshops, conventions) | <input type="text" value=""/> | <input type="text" value=""/> |
| Provincial budget analysis | <input type="text" value=""/> | <input type="text" value=""/> |

| | Importance | Satisfaction |
|--|-------------------------------|-------------------------------|
| Survey result reporting | <input type="text" value=""/> | <input type="text" value=""/> |
| Ministerial Forum Toolkit | <input type="text" value=""/> | <input type="text" value=""/> |
| Generic Messaging (eg. Where it all Starts - Election Messaging) | <input type="text" value=""/> | <input type="text" value=""/> |
| President's Communication Letter | <input type="text" value=""/> | <input type="text" value=""/> |
| Federation of Canadian Municipalities (FCM) Highlights | <input type="text" value=""/> | <input type="text" value=""/> |

If you are dissatisfied with any of the above, please provide details in the field below

2. The advocacy team relies heavily on communication materials to demonstrate values to members. With that in mind, please indicate your municipality's view on the FREQUENCY of the following communications:

| | Not often enough | Just right | Too often |
|-------------------------------|-----------------------|-----------------------|-----------------------|
| Member Bulletins via Contact! | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Surveys | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Position Papers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other (please specify) | | | |

3. Please indicate your municipality's general proficiency with the following communication methods:

| | Excellent | Good | Fair | Poor |
|--------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Email | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Website | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Smart phones | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Video Conferencing | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Webinars | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Social Media | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Other (please specify)

4. Please indicate what social media is primarily used by your municipality:

| | Frequently | Sometimes | Rarely | Never |
|----------|-----------------------|-----------------------|-----------------------|-----------------------|
| LinkedIn | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Facebook | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Twitter | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Flickr | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| YouTube | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Skype | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

If your administration or council uses twitter, please provide your twitter linkage

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AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 3: Advocacy - Resources

1. With respect to the following AAMDC resources, please indicate awareness of and satisfaction levels of the following:

| | Awareness | Satisfaction |
|--|-------------------------------|-------------------------------|
| Examining Municipal Government Models from the Alberta Perspective | <input type="text" value=""/> | <input type="text" value=""/> |
| Social Media resource for Citizen Engagement | <input type="text" value=""/> | <input type="text" value=""/> |
| Apples to Apples: Rural Finance in Alberta | <input type="text" value=""/> | <input type="text" value=""/> |
| Got Gravel? Securing Gravel for Rural municipalities | <input type="text" value=""/> | <input type="text" value=""/> |
| Connecting the Dots: Alberta Rural Broadband Coverage Study | <input type="text" value=""/> | <input type="text" value=""/> |
| Finding Local Solutions: Examining the Impacts of Forced Regionalization | <input type="text" value=""/> | <input type="text" value=""/> |

If you are dissatisfied with any of the above, please provide details in the field below

2. Do you use the AAMDC website(www.aamdc.com) to look up resolutions?

- Yes
 No
 Didn't know it was an option

3. The advocacy and communications department continually seeks out new ideas, services and tools to assist member municipalities. In this regard, do you have any suggestions that would benefit rural municipalities? Examples might include position papers, toolkits, training workshops, etc.

4. In general, do the services and resources provided by the advocacy and communications department fulfill the needs of your municipality?

Yes

Somewhat

No

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AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 3: Advocacy - The Team

1. With respect to the responsiveness of the advocacy team, please indicate the following:

| | Importance | Satisfaction |
|---|----------------------|----------------------|
| Comprehensiveness – responses are complete and informative | <input type="text"/> | <input type="text"/> |
| Timeliness – responses are delivered in a timely and efficient manner | <input type="text"/> | <input type="text"/> |
| Competence – needs are clearly understood and handled knowledgeably | <input type="text"/> | <input type="text"/> |
| Accessibility – staff resources are readily available and convenient/easy to access | <input type="text"/> | <input type="text"/> |
| Courteousness – interactions are professional, respectful and pleasant | <input type="text"/> | <input type="text"/> |

If you are dissatisfied with any of the above, please provide details in the field below

2. Overall, the performance of the advocacy team:

- Exceeds expectations
 Meets expectations
 Does not meet expectations

If your expectations are not being met, please provide details/suggestions

3. Please provide any further comments or suggestions on how we could improve the services and resources provided by advocacy.



Exit this survey

AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 4: Insurance and Risk Management - Services

The AAMDC, through Jubilee Insurance Agencies Ltd., provides comprehensive insurance programs as well as risk management consulting tools to both full and associate members. Services include review and development of risk management plans, risk inspections, loss control reporting, coverage reviews and quote and claims processing. The following questions seek your thoughts on the following:

- a) insurance and risk services
- b) the insurance team

1. With respect to specific components of insurance services provided to you by the Jubilee Insurance team, please rate the importance of and satisfaction with the following:

| | Importance | Satisfaction |
|---------------------------|-------------------------------|-------------------------------|
| Insurance Coverage | <input type="text" value=""/> | <input type="text" value=""/> |
| Insurance Documentation | <input type="text" value=""/> | <input type="text" value=""/> |
| Insurance Accounting | <input type="text" value=""/> | <input type="text" value=""/> |
| Overall Insurance Service | <input type="text" value=""/> | <input type="text" value=""/> |
| Claims Service | <input type="text" value=""/> | <input type="text" value=""/> |

If you are dissatisfied with any of the above, please provide details in the field below

2. With respect to the insurance/risk-related services provided by the Jubilee Insurance team, please rate the importance of and satisfaction with the following:

| | Importance | Satisfaction |
|--|-------------------------------|-------------------------------|
| Understanding how the Jubilee Reciprocal Insurance Exchange and Genesis Reciprocal Insurance Exchange work | <input type="text" value=""/> | <input type="text" value=""/> |
| Recovering your deductibles from "at fault" third parties when you submit a claim against your policy | <input type="text" value=""/> | <input type="text" value=""/> |
| Offering advice on wordings used in contracts and agreements that you are asked to sign | <input type="text" value=""/> | <input type="text" value=""/> |
| Responding to requests to speak on topics of interest at organized functions or events | <input type="text" value=""/> | <input type="text" value=""/> |

| | Importance | Satisfaction |
|--|------------|--------------|
| Facilitating risk management educational sessions on topics beyond the scope of the risk program | [] [v] | [] [v] |

| | | |
|---|---------|---------|
| Using/accessing the Jubilee team's knowledge and experience as a valuable free resource | [] [v] | [] [v] |
|---|---------|---------|

Other (please specify)

3. In handling the insurance and servicing needs of your additional named insured (ANI) local organizations, please indicate your preferences regarding handling service needs:

- Prefer to handle internally
- Prefer to have Jubilee staff handle directly with the ANIs
- Do not require any services

Other (please specify)

4. How frequently should workshops regarding additional named insured be offered?

- Yearly Every 2 years Every 3 years Less often Never

Other (please specify)

5. When receiving Jubilee's Risk Management Services (Risk Pro), which of the following service delivery methods would you prefer?

Other (please specify)

6. From your municipality's perspective, do you get what you need from the insurance and risk management services in general?

- Yes No Somewhat

Other (please specify)



Exit this survey

AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 4: Insurance and Risk Management - The Team

1. With respect to the responsiveness of the insurance team, please rate the following:

| | Importance | Satisfaction |
|---|----------------------|----------------------|
| Comprehensiveness – responses are complete and informative | <input type="text"/> | <input type="text"/> |
| Timeliness – responses are delivered in a timely and efficient manner | <input type="text"/> | <input type="text"/> |
| Competence – needs are clearly understood and handled knowledgably | <input type="text"/> | <input type="text"/> |
| Accessibility – staff resources are readily available and convenient/easy to access | <input type="text"/> | <input type="text"/> |
| Courteousness – interactions are professional, respectful and pleasant | <input type="text"/> | <input type="text"/> |

If you are dissatisfied with any of the above, please provide details in the field below

2. Overall, the performance of the insurance and risk team:

- Exceeds expectations
 Meets expectations
 Does not meet expectations

If your expectations are not being met, please provide details/suggestions

3. Please provide any further comments or suggestions on how we could improve the services and resources provided by insurance.



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AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 5: Trade - Services and Benefits

AAMDC Trade provides products and service to municipalities and not-for-profit groups. With over 870 full and associate members, the AAMDC is able to achieve national account pricing on specific items and negotiate attractive commissions to maximize dividends. The following questions seek your thoughts on the following areas:

- a) Services and Benefits
- b) The Trade Team

1. From your municipality's perspective on the following trade product and service offerings, please rate the importance and satisfaction:

| | Importance | Satisfaction |
|---|-------------------------------|-------------------------------|
| National tire account program | <input type="text" value=""/> | <input type="text" value=""/> |
| Energy Program | <input type="text" value=""/> | <input type="text" value=""/> |
| Heavy equipment parts and service | <input type="text" value=""/> | <input type="text" value=""/> |
| Heavy equipment standing offer purchasing program | <input type="text" value=""/> | <input type="text" value=""/> |
| Office supplies program | <input type="text" value=""/> | <input type="text" value=""/> |
| Electrical supply program | <input type="text" value=""/> | <input type="text" value=""/> |
| Water and sewer parts program | <input type="text" value=""/> | <input type="text" value=""/> |
| Employee benefit services (LaneQuinn) | <input type="text" value=""/> | <input type="text" value=""/> |
| Traffic sign program | <input type="text" value=""/> | <input type="text" value=""/> |
| Fabric shelter purchase program | <input type="text" value=""/> | <input type="text" value=""/> |
| Cellular phone program | <input type="text" value=""/> | <input type="text" value=""/> |

If you are dissatisfied with any of the above, please provide details in the field below

2. Please identify any bulk purchasing areas that the AAMDC should research and consider.

3. Beyond the delivery of goods and services, AAMDC Trade provides value-added benefits. Please rate the importance and satisfaction of the following:

| | Importance | Satisfaction |
|---|------------|--------------|
| Wide variety of approved suppliers | ▼ | ▼ |
| The discounts available from approved suppliers | ▼ | ▼ |
| Trade division accounting process | ▼ | ▼ |
| Using the trade program to ensure compliance with TILMA/NWPTA | ▼ | ▼ |
| Frequency of member relationship- building visits | ▼ | ▼ |
| Communication tools such as The Advantage newsletter | ▼ | ▼ |

If you are dissatisfied with any of the above, please provide details in the field below

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Section 5: Trade - The Team

1. With respect to the responsiveness of the trade team, please rate the following:

| | Importance | Satisfaction |
|---|----------------------|----------------------|
| Comprehensiveness – responses are complete and informative | <input type="text"/> | <input type="text"/> |
| Timeliness – responses are delivered in a timely and efficient manner | <input type="text"/> | <input type="text"/> |
| Competence – needs are clearly understood and handled knowledgably | <input type="text"/> | <input type="text"/> |
| Accessibility – staff resources are readily available and convenient/easy to access | <input type="text"/> | <input type="text"/> |
| Courteousness – interactions are professional, respectful and pleasant | <input type="text"/> | <input type="text"/> |

If you are dissatisfied with any of the above, please provide details in the field below

^
v

2. Overall, the performance of the trade team:

- Exceeds expectations
 Meets expectations
 Does not meet expectations

If your expectations are not being met, please provide details/suggestions

^
v

3. Please provide any further comments or suggestions on how we could improve the services and resources provided by trade.

^
v



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AAMDC Member Satisfaction Survey 2015 - Councils/CAO's

Section 6: PFA Canada - Services

PFA is a fuel and lubricant purchasing program that uses volume and purchasing power to achieve significant pricing and credit advantages. The following questions seek your thoughts on the following areas:

- a) PFA Canada Services
- b) The PFA Canada Team

1. With regard to your municipality, please rate the importance and satisfaction of the following:

| | Importance | Satisfaction |
|----------------------------|-------------------------------|-------------------------------|
| Invoicing delivery | <input type="text" value=""/> | <input type="text" value=""/> |
| Invoicing timelines | <input type="text" value=""/> | <input type="text" value=""/> |
| Price change notifications | <input type="text" value=""/> | <input type="text" value=""/> |
| Fuel card maintenance | <input type="text" value=""/> | <input type="text" value=""/> |
| Pricing maintenance | <input type="text" value=""/> | <input type="text" value=""/> |

If you are dissatisfied with any of the above, please provide details in the field below

2. Please indicate which fuel suppliers you currently use:

- Imperial Oil
 UFA
 Petro Canada
 Fas Gas/Race Trac

3. With your current service provider in mind, please rate your overall satisfaction with the following service aspects:

| | Very Satisfied | Satisfied | Dissatisfied | Very Dissatisfied |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| Timeliness of bulk deliveries | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Availability of product | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Safety displayed during bulk deliveries | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

| | Very Satisfied | Satisfied | Dissatisfied | Very Dissatisfied |
|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Accessibility of card lock | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Overall service level provided | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

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Section 6: PFA Canada - The Team

1. With respect to the responsiveness of the PFA Canada team, please rate the following:

| | Importance | Satisfaction |
|---|------------------------|------------------------|
| Comprehensiveness – responses are complete and informative | <input type="text"/> ▼ | <input type="text"/> ▼ |
| Timeliness – responses are delivered in a timely and efficient manner | <input type="text"/> ▼ | <input type="text"/> ▼ |
| Competence – needs are clearly understood and handled knowledgably | <input type="text"/> ▼ | <input type="text"/> ▼ |
| Accessibility – staff resources are readily available and convenient/easy to access | <input type="text"/> ▼ | <input type="text"/> ▼ |
| Courteousness – interactions are professional, respectful and pleasant | <input type="text"/> ▼ | <input type="text"/> ▼ |

If you are dissatisfied with any of the above, please provide details in the field below

▲
▼

2. Overall, the performance of the PFA Canada team:

- Exceeds expectations
 Meets expectations
 Does not meet expectations

If your expectations are not being met, please provide details/suggestions

▲
▼

3. Please provide any further comments or suggestions on how we could improve the services and resources provided by PFA Canada.

▲
▼



Agenda Item

| | |
|--|----------------------------|
| Project: Pathways 2 Sustainability Conference | |
| Presentation Date: June 9, 2015 | |
| Department: Council | Presenter: Ron Leaf |
| Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation | |
| Strategic Area: Land & Economic Development | 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 determines interest in attending the conference and approves of Option 1 or Option 2. | |
| Attachments List: Conference Agenda | |

Background:

Pathways 2 Sustainability is a two-day conference initiative hosted by Olds College, Sustainability Resources, and their partners. Conference themes relate to *Resilient and Flourishing Rural Economies* and will include keynotes and panel presentations on several topics such as sustainable infrastructure, transportation, broadband technology, and rural entrepreneurship, to name a few.

The conference is scheduled for November 9 and 10, beginning with registration and a round table session on November 8. The last day of the conference conflicts with Council's regular meeting on November 10, however if there is interest in attending, Council may wish to consider the following options:

1. Reschedule the November 10 regular council meeting to November 12 depending on all councillors attending the conference; or,
2. Authorize 1 or 2 councillors attendance in order to maintain quorum at the November 10 regular council meeting.

Administration requests that Council provide direction in order to take advantage of lower registration rates ending June 15.



PATHWAYS 2 SUSTAINABILITY

OLDS 2015



Flourishing Rural Economies

November 8-10, 2015

Hosted By



www.pathways2sustainability.ca



Pathways 2 Sustainability Olds

Inspiring Solutions & Empowering Decision Makers

P2S Olds is an important opportunity to showcase the success of rural communities in advancing a sustainable local economy through investment in technologies, energy, and its partnerships with the key economic and governing pillars in the community and across the region. Engage local governments, industries, and champions to learn, inspire innovation, and build relationships to accelerate rural sustainability.



Pathways 2 Sustainability (P2S) is Alberta's sustainable community conference hosted by municipalities and their partners to showcase solutions, mobilize innovation, and adopt new ideas, technologies, and partnerships that lay the foundation for a sustainable, prosperous, and resilient Alberta.



[Sustainability Resources](#) is a nonprofit education and professional services company dedicated to accelerating sustainability. Sustainability Resources is the curator of Pathways 2 Sustainability, which is an initiative founded and driven in partnership with the host community and a volunteer Steering Committee to showcase solutions, create the space for advancing ideas and relationships that have impact on our collective capacity to realize sustainability.



[The Olds Institute](#) for Community and Regional Development is the driving engine of economic development and is the champion of the Olds Sustainable Community Plan. The Olds Institute leverages the resources in the community by empowering volunteers to build the innovative and entrepreneurial community that Olds has become famous for. The Olds Institute includes membership of the District Chamber of Commerce, Olds College, Olds Regional Exhibition, Town of Olds, Mountain View County, Chinook's Edge School Division, and Red Deer Regional Catholic Schools.

Conference Ambassadors

Judy Dahl, Mayor of the Town of Olds
Bruce Beattie, Reeve of Mountain View County



Steering Committee

Mitch Thompson, Executive Director for Olds Institute for Community and Regional Development (Co-chair)
Kelly Eskeland, Coordinator of Strategic Affairs with the Town of Olds (Co-chair)
Al Kemmere, Councillor with Mountain View County
Rita Thompson, Citizen Volunteer
Kerry Moynihan, Olds College
Dot Negropotes, Olds College & Former Councillor with Mountain View County
Harvey Walsh, Councillor with Town of Olds & CAEP Chair
Cody Becker, Board Member with Olds Institute
Adena Cheverie, Economic Development Officer with Mountain View County
Bob Marshall, Mountain View Credit Union
Deb Trehearne, Sustainable Olds Committee Chair
Debbie Bennett, Councillor with Town of Olds
Lori-Jo Graham, Program Lead - Biomaterials with Alberta Agriculture and Rural Development

"The Pathways 2 Sustainability Conference is an excellent opportunity for those interested in taking action, creating a province that our grandchildren's children will be proud to call home."

-Premier Ed Stelmach

Two inspiring days of Keynotes, Exhibitors and Showcases.



**PATHWAYS
2 SUSTAINABILITY**
OLDS 2015



**SUSTAINABILITY
RESOURCES**

Hosted at the
Pomeroy Inn and Suites, Olds College Alberta

SUNDAY, NOVEMBER 8TH P2S OLDS - ROUND TABLE & CONFERENCE RECEPTION

*“Addressing the Challenge of Rural Prosperity
and Sustainability”*

| ROOM | TIME | ACTIVITY |
|---------|--------------|---|
| LOBBY | 3:00-4:30 pm | Exhibitor Set-Up |
| LOBBY | 4:30-5:30 pm | Round Table Registration |
| PLENARY | 5:30-6:30 pm | Networking Reception & Exhibition |
| PLENARY | 6:30-9:00 pm | ROUND TABLE PRESENTATIONS “Rural Community Leadership, Inspiration, and Innovation” with Local and Provincial Government and Industry Leaders |

MONDAY, NOVEMBER 9TH P2S OLDS - SOURCING THE PATHWAYS

*“Investing in Sustainable
Infrastructure for Rural Prosperity”*

| ROOM | TIME | ACTIVITY |
|--------------------|----------------|---|
| LOBBY | 7:30-8:30 am | Delegate Registration |
| PLENARY | 8:00-8:30 am | Locally Sourced Breakfast |
| PLENARY | 8:30-9:20 am | WELCOMING REMARKS & KEYNOTE PRESENTATION BOB WILLARD , The Business Case for Sustainability |
| PLENARY | 9:20-10:20 am | PLENARY PANEL SHOWCASE PRESENTATIONS - Waste and Energy - Investment and Public Private Partnerships - Leadership and Solution Building |
| EXHIBITOR SHOWCASE | 10:20-10:30 am | Locally Sourced Health Break (Sponsorship Opportunity!) |
| CONCURRENT | 10:30-11:10 am | CONCURRENT KEYNOTE PRESENTATIONS - Rural Economic Development: Mobilizing Political Will and Forging New Partnerships - Social Sustainability: Inspiring Youth and Creating the Future Community |
| CONCURRENT | 11:10-12:00 pm | CONCURRENT PANEL SHOWCASE PRESENTATIONS - Three Speakers on aspects of Rural Community Transportation and Technology Advancements - Three Speakers on Housing Solutions and Changing Demographics of Rural Communities |
| EXHIBITOR SHOWCASE | 12:15-1:00 pm | Locally Sourced Lunch |

**Showcase your contribution to a sustainable and resilient
Alberta!**

| | | |
|--------------------|--------------|---|
| CONCURRENT | 1:00-1:40 pm | KEYNOTE SPEAKER: Inspiring Solution Building VICKY SHARPE , Sustainable Technology Development Canada |
| CONCURRENT | 1:45-3:00 pm | CONCURRENT SHOWCASE PRESENTATION PANELS Rural and Integrated Solutions for Water, Waste and Energy |
| EXHIBITOR SHOWCASE | 3:00-3:15 pm | Locally Sourced Health Break |
| CONCURRENT | 3:15-4:30 pm | PATHWAYS WORKSHOP SESSIONS - Sourcing Opportunities for Rural Prosperity <i>facilitated by Sustainability Resources</i> - Engaging Youth in Rural Communities |
| CONCURRENT | 4:30-5:00 pm | DAY ONE ROUND UP with Conference Ambassadors |
| EXHIBITOR SHOWCASE | 5:00-6:00 pm | Wine Bar & Community Networking Reception |
| EXHIBITOR SHOWCASE | 6:00-7:30 pm | COMMUNITY SHOWCASE Celebrating the Success of Olds' & Region: "Partnerships and Prosperity through Sustainability" Local Entertainment TBA |
| PLENARY | 7:30-8:00 pm | PATHWAYS COMMUNITY LEADERSHIP AWARDS Hosted by the Olds Institute |

TUESDAY NOVEMBER 10TH - P2S OLDS

"Rural Resilience and the Flourishing Community"

| ROOM | TIME | ACTIVITY |
|--------------------|----------------|---|
| LOBBY | 7:30-8:30 am | Delegate Registration |
| PLENARY | 8:00-8:30 am | Locally Sourced Breakfast |
| PLENARY | 8:30-9:00 am | Welcoming Remarks and Day One Summary |
| PLENARY | 9:00-9:45 am | Keynote Speaker - Empowering Decision Makers |
| PLENARY | 9:45-10:45 am | PLENARY SHOWCASE PANEL - Role of Agriculture in Rural Resilience - Rural Entrepreneurship and Agri-Business Innovation - Local Food Systems (Health and Community Wellness) |
| EXHIBITOR SHOWCASE | 10:45-11:00 am | Locally Sourced Health Break |
| PLENARY | 11:00-12:00 pm | Sourcing Solutions for Rural Prosperity <i>facilitated by Sustainability Resources</i> |
| EXHIBITOR SHOWCASE | 12:00-1:00 pm | Locally Sourced Lunch & Networking |
| PLENARY | 1:00-1:45 pm | Keynote Speaker - Cultivating Relationships & Accelerating Prosperity |
| PLENARY | 1:45-2:30 pm | PLENARY DISCUSSION FORUM & ROUND ROBIN Activating Ideas <i>facilitated by Sustainability Resources</i> |
| PLENARY | 2:30-3:00 pm | CONFERENCE WRAP UP Next Steps for Partners |
| OLDS COLLEGE TOURS | 3:00-4:30 pm | Post Conference Tours, Presentations, & Workshops Offered by Olds College - National Meat Training Centre Presentation & Tour - Olds College Treatment Wetlands & Botanical Gardens Presentation & Tour - Sustainable Agriculture Industry Innovations Workshop |



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#P2SOlds



Sustain Alberta

Inspire. Innovate. Create.

Thank you for your leadership!

Pathways Host Partners



Pathways Partners



Event Partners



Conference Coordinator

Lisa Fox, Executive Director of Sustainability Resources Ltd.
Ph. (403) 975-2973 Email. lisafox@sustainabilitycircle.ca



Assistant Coordinator

Patty Munkittrick, Associate Coordinator at Sustainability Resources Ltd.
Ph. (587) 351-6573 Email. patty@sustainabilitycircle.ca



Contribute to the sustainability and resilience of Alberta!



Agenda Item

| | |
|---|--------------------------|
| Project : Canada 150 Community Infrastructure Grant application | |
| Presentation Date : June 9, 2015 | |
| Department : Council | Author : Ron Leaf |
| Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation | |
| Strategic Area : Theme: Managing Growth, Objective 1.2: Build sense of place through facilities Theme: Community Well Being, Objective 3.1: Sustain recreation, cultural and quality of life needs in community | |
| Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy | |
| Attachments: Canada 150 Guidelines (http://www.wd-deo.gc.ca/eng/18872.asp) | |
| Recommendation: That Council passes the following motions: <ol style="list-style-type: none">1. “The Council supports the application by the Town of Rocky Mountain House to the Canada 150 Community Infrastructure Grant program for the modernization and expansion of the Rocky Mountain House arena complex.2. The Council supports the application by the Rocky Curling Club to the Canada 150 Community Infrastructure Grant program for the modernization and expansion of the Rocky curling facility. | |

Background:

The Town of Rocky Mountain House and the Rocky Curling Club will be submitting applications to the Canada 150 Community Infrastructure Grant program.

I spoke with a representative at Western Diversification, which is the Federal agency overseeing the Canada 150 program, who confirmed that these applications would be strengthened by a letter of support from Clearwater County.

The application deadline is June 17, 2015.

Western Economic
Diversification CanadaDiversification de l'économie
de l'Ouest Canada

Canada

Canada 150 Community Infrastructure Program

The Canada 150 Community Infrastructure Program is part of Canada 150 Celebrates, the Government of Canada's celebration of our country's 150th anniversary. Through investments in community infrastructure, the Government of Canada will invest in projects that celebrate our shared heritage, create jobs, and improve the quality of life for Canadians.



Under the theme ***Giving back to Canada: shaping the future, leaving a lasting legacy and giving a gift to Canada***, the Canada 150 Community Infrastructure Program will invest \$150 million over two years to support projects that rehabilitate existing community facilities across Canada. These projects will ensure a lasting legacy as a result of Canada 150 and strengthen communities from coast to coast to coast.

Western Economic Diversification Canada (WD), on behalf of the Government of Canada, will deliver the Canada 150 Community Infrastructure Program in Western Canada. WD will invest in projects that rehabilitate or improve cultural and community infrastructure, which will help communities realize long-term growth and vibrancy in the years to come.

Applications in Western Canada will be accepted from Tuesday, May 19th, 2015 until Wednesday, June 17th, 2015 @
1:00 p.m. Pacific Standard Time
2:00 p.m. Mountain Standard Time
3:00 p.m. Central Standard Time.

Those interested in applying to the Canada 150 Community Infrastructure Program are strongly encouraged to review the following, which includes important details on eligibility, application requirements and program priorities:

- Applicant Guide and Instructions ([HTML](#) | [PDF](#))
- [Frequently Asked Questions](#) (FAQS)

Canada 150 Community Infrastructure Program Application Form:
(Applicants are strongly encouraged to apply on-line)

- [On-Line Form](#)
- [PDF](#)
- [HTML](#)

Eligible Activities

As the objective of this program is to ensure a lasting legacy resulting from Canada 150, in Western Canada (Manitoba, Saskatchewan, Alberta, British Columbia), strong preference will be given to projects that are undertaking meaningful upgrades to existing cultural and community facilities; upgrades that will provide long-term benefits to a community, will be viewed with pride by a community, and are recognized as a lasting legacy from Canada 150.

Examples of the type of community infrastructure that can be supported include:

- Community centres (including legions);
- Cultural centres and museums;
- Parks, recreational trails such as fitness trails, bike paths and other types of trails;
- Libraries;

- Recreational facilities including local arenas, gymnasias, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts or other types of recreational facilities;
- Tourism facilities;
- Docks;
- Cenotaphs; and,
- Other existing community infrastructure for public benefit.

Eligible projects must meet the following criteria:

- The amount of funding being requested under the Canada 150 Community Infrastructure Program cannot exceed 50% of the total costs of a project, up to a maximum of \$500,000.
- The maximum contribution from ALL Government of Canada sources (including the Canada 150 Community Infrastructure Program and other sources such as the Gas Tax Fund) cannot exceed 50% of the total costs of a project;
- Be for the rehabilitation, renovation, or expansion of existing infrastructure for public use or benefit;
- Be community-oriented, non-commercial in nature and open for use to the public and not limited to a private membership;
- Be for facilities located in Western Canada (British Columbia, Alberta, Saskatchewan, Manitoba); and,
- Be materially complete by **March 31, 2018**.
 - A project is considered to be materially complete when a substantial part of the improvement is ready for use or is being used for the purposes intended; costs for activities such as parking, paving, landscaping, exterior/interior finishes are potentially excluded from the definition of substantial completion.

In addition, an applicant must:

- Submit a fully complete application form by **June 17, 2015** (and all mandatory attachments) and,
- Be available for follow-up from **June – August 2015**.

Eligible Organizations

Eligible applicants include:

- A local or regional government established under provincial or territorial statute;
- A public sector body that is wholly owned by an eligible applicants listed above;
- A not-for-profit entity;
- A provincial or territorial entity that provides municipal-type services to communities, as defined by provincial or territorial statute (including school boards); and,
- A First Nation government, including a Band or Tribal Council or its agent (including wholly-owned corporation) on the condition that the First Nation has indicated support for the project and for the legally-designated representative to seek funding through a formal Band or Tribal Council resolution, or other documentation from Self-governing First Nations.

In addition, eligible applicants must:

- Directly own the infrastructure assets, facility or land which are being renovated or have a long-term lease in place (with permission from the owner to undertake renovations); and,
 - If you have a long-term lease in place please attach to your application proof that you have permission from the owner to undertake renovations.
- Be Incorporated.

Funded Projects

It is critical that applicants submit a complete application form that clearly shows how their project meets the elements listed above. Incomplete applications will not be deemed eligible.

First, each application will be assessed to determine if it meets the eligibility criteria.

Further, in Western Canada, preference will be given to projects that meet the following criteria:

- Projects that will rehabilitate existing cultural and community facilities that will leave a meaningful lasting legacy resulting from Canada 150;
 - *As the objective of this program is to ensure a lasting legacy resulting from Canada 150, in Western Canada (Manitoba, Saskatchewan, Alberta, British Columbia), strong preference will be given to projects that are undertaking meaningful upgrades to existing cultural and community facilities; upgrades that will provide long-term benefits to a community, will be viewed with pride by a community, and are recognized as a lasting legacy from Canada 150.*
- Projects where the funding from sources other than the Canada 150 Community Infrastructure Program is confirmed or intended. Funding will only be considered confirmed or intended if written proof is provided; and,
- The applicant has strongly demonstrated an ability/capacity to complete the project by the fall of 2017.

Application Process

In Western Canada the Canada 150 Community Infrastructure Program will be delivered through a Call for Proposals process where applicants will have 30 days from the beginning of the application period to submit their application.

Applicants are strongly encouraged to apply online. Please follow [this link](#) to complete your application online.

Applications will not be accepted outside of the application period. Saved applications that have not been submitted prior to the end of a deadline period will not be assessed by Western Economic Diversification Canada.

Western Economic Diversification Canada will be accepting applications to the Canada 150 Community Infrastructure Program from:

Tuesday, May 19th, 2015 until Wednesday, June 17th, 2015.

The online application portal will close at **1:00 p.m. Pacific Standard Time/2:00 p.m. Mountain Standard Time/3:00 p.m. Central Standard Time on Wednesday, June 17th, 2015.**

Date Modified: 2015-05-20



Agenda Item

| | |
|---|--------------------------------|
| Project: Application No. 02/15 to amend the Land Use Bylaw Public Hearing 1:15 p.m. | |
| Presentation Date: June 9, 2015 | |
| Department: Planning | Author: Marilyn Sanders |
| Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation | |
| Strategic Area: N/A | Goal: N/A |
| Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation _____ <input checked="" type="checkbox"/> County Bylaw or Policy <u>Municipal Development Plan (MDP) & Land Use Bylaw (LUB)</u> | |
| Recommendation: Pending the results of the public hearing, it is recommended Council grant 2nd and 3rd readings to Bylaw 1003/15 | |
| Attachments List: Application to Amend Land Use Bylaw, Applicants Package, Bylaw 1003/15 with Schedule "A" Direct Control District One – DC-1 and Schedule "B" location map, Aerial Photo | |

Background:

Douglas Bolin operating as Rainy Creek Powersports Ltd. has applied for the redistricting of 9.21 acres of land lying at the southeast corner of SE 06-39-04-W5M. This redistricting application is combined with Subdivision Application 21/3379 and is for the purpose of creating separate title to allow the development and location of an existing Polaris ATV/Snowmobile dealership at this location. The land is held in title by Daryl and Penni Loughheed and is the subject of a sale agreement.

The subject lands are located on the same quarter section as a portion of the Hamlet of Condor, being at the Condor Corner adjacent to Hwy 11 and the Condor Road (Range Road 4-5). The hamlet development is at the northeast corner of the quarter section. A first parcel out subdivision was created along the south boundary of the quarter section and will be immediately adjacent to the west side of the proposed lot.

The remainder of the quarter section, being 144.83 acres in size, is within the Agricultural District "A" of the Land Use Bylaw. This proposal would see the 9.21 acres redistricted from Agricultural District "A" to Direct Control District One – "DC-1". The proposed site is vacant agricultural land. Rainy Creek Powersports Ltd. currently operates from a location in the Town of Eckville. Their proposal is to develop a retail facility complete with cold storage building for the sales and service of all-terrain

vehicles, snowmobiles and motorcycles. The intent is to move their existing business and have room for future growth.

The applicants have been in discussion with Alberta Transportation with regard to setbacks and construction requirements from Hwy 11. Access to the site would be from the Condor Road and will require Clearwater County approval.

The subject lands are comprised of loam soils with a flat topography containing low spots with minimal water accumulation. The balance of the lands in title being primarily comprised of open fields with pockets of tree cover and low areas with a seasonal drainage running from the northwest to south central through the balance.

Planning Direction:

The application is subject to the provisions of the Municipal Development Plan (2010) and Land Use Bylaw.

The MDP provides eight guiding principles, three of which are:

3. *"The location, intensity, scale and design of new development should be compatible with the capacity of the site and adjacent land uses.*
5. *It is important to provide for a balanced mix of economic activities that contribute to a vital and active resident population.*
6. *Enhance existing hamlets as community focal points by encouraging and providing opportunities for locally appropriate residential and economic expansion."*

4. MDP Policies Concerning Subdivision and Development on Agricultural Land

MDP Policy 4.2.1

Clearwater County shall consider agriculture as the primary land use within the County. However, subject to Policy 4.2.4 non-agricultural land uses may be allowed.

MDP Policy 4.2.4

In evaluating development proposals that affect agricultural land, the agricultural quality of the land is one of a number of factors that Clearwater County shall consider. There are seven factors including:

- (a) the nature and extent to farming activities in the local area with a focus on the immediate area;
- (b) the location, number and type of existing and planned non-farm land uses located and proposed to be located in the local area;
- (c) the predicted impact on sustainable agricultural production in the local area resulting from the proposal;
- (d) the Farmland Assessment Rating of the land within the title to be subdivided or developed'
- (e) the Farmland Assessment Rating of adjacent lands;
- (f) the proposed use of land; and

- (g) the reasonable availability of optional locations for the proposed subdivision or development.

7. MDP Policies on Hamlets

The Hamlet of Condor is one of four hamlets identified as a growth hamlet. One of the goals for hamlets is “7.1.1 *Encourage development within and around hamlets that is complementary to the function and character of the hamlet.*”

There are several policies in this section of the MDP that apply to this application:

- 7.2.3 continuing to promote the compact nature of the hamlet;
- 7.2.4 Condor is considered capable of accommodating development within the existing boundary as well as residential and other compatible development on the periphery.
- 7.2.5 requires the adoption of an area structure plan or outline plan for Condor.
- 7.2.7 requires servicing to be by communal water and wastewater services where available. Where not available the County may require services to be extended or provided to serve the development.

8. MDP Policies on Economic Development

One of the goals for economic development is “8.1.2 *Promote locally appropriate economic development activities that enhance and diversify the local economy.*”

Generally the County encourages the attraction of new business and industry as a means to diversify the County’s economic base.

Policies in this section of the MDP include:

- 8.2.2 to limit infringements on agricultural operations;
- 8.2.9 providing a variety of commercial and industrial land uses and locations for these uses;
- 8.2.10 encouraging development of service oriented commercial development within a Growth Hamlet; and
- 8.2.12 the County’s preference for the development of business parks adjacent to intersections of major roads and paved County roads.

9. MDP Policies on Infrastructure

Various policies in this section speak to the attractiveness of development along a highway, appropriate screening and buffering, noise attenuation, fencing, berming and/or vegetation buffers, water and wastewater services and dark sky policy.

11. MDP Policies on Planning

- 11.2.19 “*Pursuant to Section 7 of this Plan, Clearwater County shall adopt an area structure plan or outline plan for each Growth Hamlet and may adopt an area structure plan or outline plan for other hamlets.*”

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

Land Use Bylaw

The subject land is presently zoned Agriculture District “A” under the County Land Use Bylaw. There are no uses, permitted or discretionary, that would accommodate the applicants proposal. Staff have also evaluated the Light Industrial District “LI”, Highway Development District “HD” and the Hamlet Commercial District “HC” and have found that none have appropriate uses for this development.

This proposal is to redesignate the subject lands to the Direct Control District One - “DC-1”. The specific purpose of the Direct Control District One – “DC-1” is *“To establish a site specific Direct Control District to accommodate a recreational motor sport vehicle sales, service and repair business (i.e. all-terrain vehicles, snowmobiles and motorcycles), test area and related facilities.”* This District is not intended to be used in substitution for any other land use district in this Bylaw that could be used to achieve the same effect.

First Reading:

At the regular Council meeting held on April 28, 2015, Council reviewed and gave first reading to Bylaw 1003/15. As required by legislation, comments were invited from the adjacent landowners and referral agencies. 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.



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 02/15

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

APPLICANT: RAINY CREEK POWERSPORTS LTD / DOUGLAS BOLIN

ADDRESS & PHONE: RR 4 ECKVILLE, ALTA TOM-0XD 403-746-5000

REGISTERED OWNER: DARYL + PENNY LONGHEED

ADDRESS & PHONE: Box 728 CONDOR, ALTA TOM-0PO

AMENDMENT REQUESTED:

- CHANGE OF LAND USE DISTRICT FROM: AGRICULTURE "A" TO: DIRECT CONTROL DISTRICT ONE "DC-1"
 LEGAL DESCRIPTION OF PROPERTY: SE 1/4 Sec. 6 Twp. 39 Rge. 4 W5M
 OR: LOT: BLOCK REGISTERED PLAN NO.:
 OR: CERTIFICATE OF TITLE NO.: (Site Plan is attached)
 SIZE OF AREA TO BE REDESIGNATED: 9.21 (Hectares / Acres)

- REVISION TO THE WORDING OF THE LAND USE BYLAW AS FOLLOWS:

PER ATTACHED 'DRAFT' BYLAW

- REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

As per the municipal Development Plan we are wanting to contribute to the economic diversity of Clearwater County. With a lack of commercial lots available in the Condor area, identified as a "Growth Hamlet" in the Municipal Development Plan, we are wanting to move our existing business from the Town of Eckville to this location and develop this lot in the "spirit" of the plans.

DATE: April 8, 20 15 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 7320.00 DATE PAID: APRIL 8, 2015 RECEIPT NO. 107753

[Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE



4845 – 50th Avenue
Eckville, AB
T0M 0X0
Ph: 403-746-5000

Proposal to develop
South East corner of
SE-6 039-04 W5
Presented to
Clearwater County

Introduction

Rainy Creek Powersports Ltd. (RCPS) is a Polaris ATV/Snowmobile dealership located in Eckville, AB. RCPS started business in 2007 with a total staff complement of 3 people. Today in October 2014 RCPS employs 16 employees.

RCPS is the #1 dealer of Polaris product in western Canada and as a result has outgrown the current facility. The desire to develop a facility that will allow for future growth.

Development History

In 2010 Clearwater County adopted a new Municipal Development Plan. Through the process hamlets were identified to offer significant opportunities to accommodate future residential growth in a compact, sustainable fashion. This is seen to help reduce the overall footprint of development on farmland and minimize conflicts between residential, commercial and farming uses. Condor was identified as one of three hamlets in the County (the others being Leslieville and Nordegg) seemingly most capable of supporting expansion.

Clearwater County's planning goals for hamlets, as stated in the Municipal Development Plan, are:

1. Encourage development within and around hamlets that is complementary to the function and character of the hamlet.
2. Focus appropriately scaled development within hamlets as a means to minimize land taken out of agricultural production.
3. Focus infrastructure development and expansion within hamlets as a means to revitalize existing communities.

Municipal Development Plan policy 7.2.1 states Clearwater County encourages infill and redevelopment within hamlets for uses that strengthen the social and economic fabric of the hamlet as a community centre for the surrounding areas.

In policy 7.2.4, the County recognizes Condor as Growth Hamlets capable of accommodating development within and adjacent to the hamlet.

Development Proposal

RCPS proposes to develop approximately 9 acres immediately south of the Hamlet of Condor.

SETBACK – Every proposal will be assessed on an individual basis and the setbacks determined after reviewing the specifics of the proposal and future highway improvement plans. The general minimum setback for all development is 70 metres from the highway centre-line and no closer than 40 metres from the highway right-of-way boundary except where these distances must be increased to allow for highway widening. As per our application with Alberta Transportation, they are requesting a 80 meter setback, which in our application is accounted for in our development application and plan.

Traffic Flows- Hours of Operation- Our hours of operation are currently Monday-Friday 8:00am to 5:30 pm, with Saturday hours of 9:00 am to 5:00 pm. There is generally no after hours activity that would affect any local Property owners. Traffic flow would be anticipated at 50-70 passenger vehicles per day with staff, delivery and customers included in this total. There would be occasional semi-trailer traffic to the site delivering new products. This may be 1 or 2 vehicles in the course of the week.





BYLAW NO. 1003/15

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

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

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

WHEREAS, the general purpose of the District is to authorize and allow Council to exercise particular and specific direction and control over the use and development of land or buildings in particular areas of the County. This district is not intended to be used in substitution for any other land use district in the Land Use Bylaw that could be used to achieve the same result.

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:

1. **That Land Use Bylaw No. 714/01, as amended, by the adoption of the Direct Control District One "DC-1" being Schedule "A" attached hereto.**
2. **That the Direct Control District One "DC-1" be applied to +/- 9.21 acres in the SE 06-39-04-W5M, as outlined in red on the attached Schedule "B" hereby redesignating the subject lands from the Agriculture District "A".**

READ A FIRST TIME this ____ day of _____ A.D., 2015.

REEVE

MUNICIPAL MANAGER

PUBLIC HEARING held this ____ day of _____ A.D., 2015.

READ A SECOND TIME this ____ day of _____ A.D., 2015.

READ A THIRD AND FINAL TIME this ____ day of _____ A.D., 2015.

REEVE

MUNICIPAL MANAGER

Schedule "A"

13.4 (34) DIRECT CONTROL DISTRICT ONE "DC-1"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO AUTHORIZE AND ALLOW COUNCIL TO EXERCISE PARTICULAR AND SPECIFIC DIRECTION AND CONTROL OVER THE USE AND DEVELOPMENT OF LAND OR BUILDINGS IN PARTICULAR AREAS OF THE COUNTY. THIS DISTRICT IS NOT INTENDED TO BE USED IN SUBSTITUTION FOR ANY OTHER LAND USE DISTRICT IN THIS BYLAW THAT COULD BE USED TO ACHIEVE THE SAME RESULT.

A. SPECIFIC PURPOSE OF THIS DISTRICT

To establish a site specific Direct Control District to accommodate a recreational motor sport vehicles sales, service and repair business (i.e. all terrain vehicles, snowmobiles and motorcycles), test track area and related facilities.

B. AREA OF APPLICATION

This District shall apply to approximately 3.73 hectares (9.21 acres) of property described as Plan _____, Block __, Lot __ within Part SE 06-39-04-W5M as shown on Bylaw 1003/15 Schedule "B".

C. RECISSION OF DIRECT CONTROL DISTRICT ONE "DC-1"

Upon adoption of a hamlet area structure plan or outline plan, Council may redistrict the lands referred to in Section 13.4 (34) B from the Direct Control District One "DC-1" to an appropriate land use district.

D. PERMITTED USES

1. Farming

E. DISCRETIONARY USES

1. Ancillary Building
2. Ancillary Use
3. Powersports Sales/Service Centre *
4. Surveillance Suite *

* DEFINITIONS - IN THIS DISTRICT

POWERSPORTS SALES/SERVICE CENTRE means the retail sale of all terrain vehicles, snowmobiles, motorcycles, or similar light recreational vehicles, together with incidental maintenance services/testing, sales of parts and accessories.

SURVEILLANCE SUITE means a single residential unit forming part of a development and used solely to accommodate a person or persons related as a family, or employee whose official function is to provide surveillance for the maintenance and safety of the commercial development.

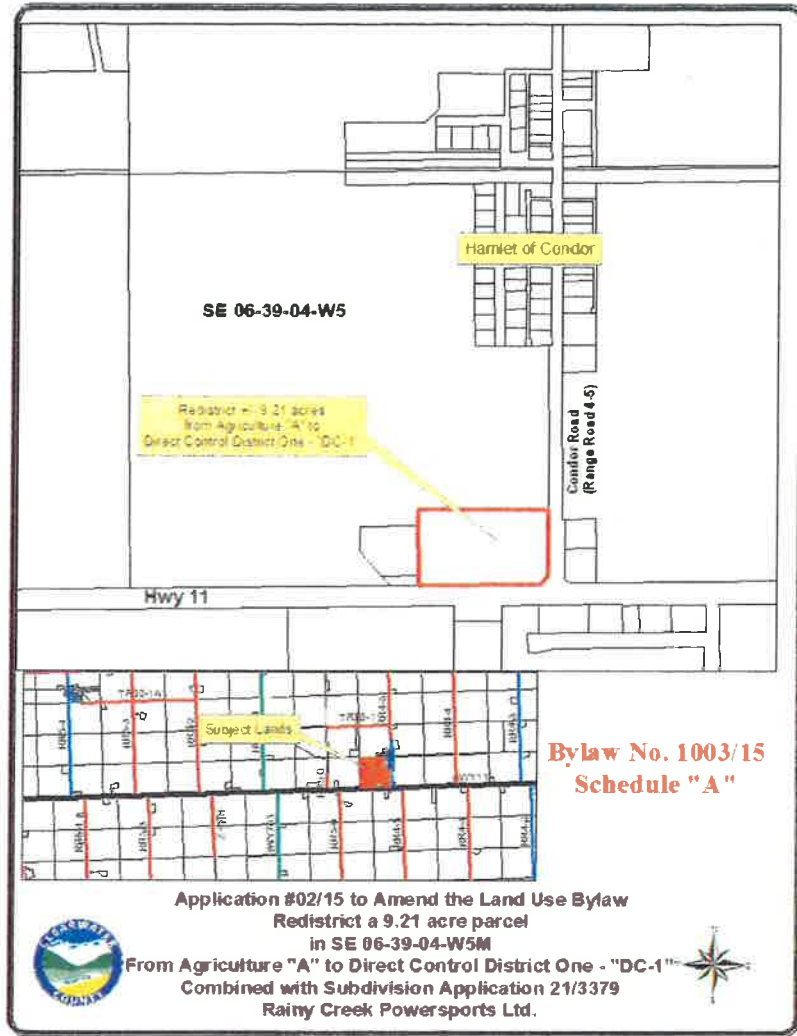
F. DEVELOPMENT REGULATIONS

Standards of development shall be at the discretion of Council.

G. PROCEDURE

1. Notwithstanding the procedure established for development permit applications in Part Three: Development Control and Permits, application for development in respect of the lands referred to in Section 13.4 (34) B. shall be referred by the Development Officer to Council for its approval or refusal.
2. Notwithstanding the procedure established for the issuance of development permits in Part Three: Development Control and Permits, Council shall decide on all applications for Development Permits with the aforementioned lands referred to in Section 13.4 (34) B. Council may approve a development permit application with or without conditions, or may refuse an application for development permit.
3. There is no appeal to the Subdivision and Development Appeal Board for a decision of Council on an application for development permit in respect of the lands referred to in Section 13.4 (34) B.

Schedule "B"





**Application #02/15 to Amend the Land Use Bylaw
 Redistrict a 9.21 acre parcel
 in SE 06-39-04-W5M**

**From Agriculture "A" to Direct Control District One - "DC-1"
 Combined with Subdivision Application 21/3379
 Rainy Creek Powersports Ltd.**



Clearwater County Councilor and Board Member Remuneration Statement

For the Year of ...2015.....

Name of Councilor / Board Member Theresa 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 \$156.00 | Next 4 Hours \$124.00 | Next 4 Hours \$124.00 | Regular Council Meeting \$283.00 | Lunch \$16.00 | Mileage @ \$0.55 / km |
|-------------|--------------------------|---------------------------|--------------------------|--------------------------|-------------------------------------|---------------|--------------------------|
| April 8/15 | FCSS | ✓ | | | | | 14 |
| April 8/15 | Wardens Com Ass | ✓ | | | | | 196 |
| April 9/15 | MPL | ✓ | | | | | 14 |
| April 11/15 | Law Session | ✓ | | | | | 14 |
| April 14 | Council | | | | ✓ | | 14 |
| April 15 | PAM2 | ✓ | ✓ | | | | 161 |
| April 20 | A&P | ✓ | ✓ | | | | 14 |
| April 22 | PRL Strategic Plan | ✓ | ✓ | | | | 198 |
| April 27 | Library Personnel Com. | ✓ | | | | | 14 |
| April 28 | Council | | | | ✓ | | 14 |
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Remuneration Calculation

| | | | | | | |
|---|----------------------|----------------|--|-----|------------------|---------------|
| 8 | Meetings @ \$156.00= | 1248.00 ✓ | | 653 | Kms @ \$0.55= | 359.15 ✓ |
| 3 | Meetings @ \$124.00= | 372.00 ✓ | | — | Lunch @ \$16.00= | — |
| 2 | Meetings @ \$283.00= | 566.00 ✓ | | | | |
| | Supervision= | 550.00 ✓ | | | | |
| | TOTAL= | 2736.00 | | | TOTAL= | 359.15 |

Signature {Councilor / Board Member}

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2015.....

Name of Councilor / Board Member **PAT.ALEXANDER**.....

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 \$156.00 | Next 4 Hours \$124.00 | Next 4 Hours \$124.00 | Regular Council Meeting \$283.00 | Lunch \$16.00 | Mileage @ \$0.55 / km |
|----------|---------------------------|---------------------------|--------------------------|--------------------------|-------------------------------------|---------------|--------------------------|
| 04/08/15 | Reg. Fire | X | | | | | 124 |
| 04/08/15 | RPAP | | | X | | | 74 |
| 04/09/15 | NSWA conf call | X | | | | | |
| 04/10/15 | Legal Presentation | X | | | | | 74 |
| 04/14/15 | Council | | | | X | | 74 |
| 04/15/15 | NSWA | X | X | X | | X | 392 |
| 04/20/15 | A+P | | | | X | | 74 |
| 04/24/15 | IDP | X | | | | | 74 |
| 04/28/15 | Council | | | | X | | 74 |
| 04/29/15 | RPAP evening | X | | | | | 85 |
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Remuneration Calculation

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|----------|----------------------|--------------------|-------------|------------------|---------------|
| <u>6</u> | Meetings @ \$156.00= | <u>936.00</u> | <u>1045</u> | Kms @ \$0.55= | <u>574.75</u> |
| <u>3</u> | Meetings @ \$124.00= | <u>372.00</u> | <u>1</u> | Lunch @ \$16.00= | <u>16.00</u> |
| <u>3</u> | Meetings @ \$283.00= | <u>849.00</u> | | | |
| | Supervision= | <u>PD PREVIOUS</u> | | | |
| | TOTAL= | <u>2157.00</u> | | TOTAL= | <u>590.75</u> |

Signature {Councilor / Board Member}