



Clearwater County

Regular Council Meeting - 14 Jul 2020 Agenda

9:00 AM - Tuesday, July 14, 2020

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

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

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

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1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. ADOPTION OF MINUTES	
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4. DELEGATION/PRESENTATION	
4.1. 9:00 am Chad Bunch, Vice President, Operations, Bunch Welding Ltd. - Pdf	7
4.2. 9:45 am Heather Halladay, Secretary and Genny Mehlhaff, Clearwater County Citizens at Large - Rocky Clearwater Physician Recruitment & Retention Socie - Pdf	8 - 22
4.3. 10:45 am Reeve Bart Guyon, Brazeau County and Brian Senio, Consultant, Global Public Affairs - Western Economic Corridor Initiative - Pdf	23 - 38
5. PUBLIC WORKS	
5.1. Rescind 'Dust Stabilization in Subdivisions' Policy - Pdf	39 - 43
5.2. Nordegg Community Association Funding Request for Waste and Recycling Bins Within the Hamlet of Nordegg. - Pdf	44 - 62
6. REPORTS	
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7. CLOSED SESSION*	
* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act	
7.1. Verbal Report: Town of Rocky Mountain House - Clearwater County Negotiations; FOIP s.23 Local Public Body Confidences	
8. ADJOURNMENT	



MINUTES

Regular Council Meeting

9:00 AM - Tuesday, June 23, 2020
Council Chambers, 4340 – 47 Avenue,
Rocky Mountain House, AB

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

ADMINISTRATION IN ATTENDANCE: Chief Administrative Officer - Rick Emmons
Director, Corporate Services - Murray Hagan
Recording Secretary - Tracy Haight
Director, Public Works Operations - Kurt Magnus
Director, Agriculture & Community Services - Matt Martinson
Director, Emergency & Legislative Services - Christine Heggart
Community Peace Officer - Sergeant Terri Miller
Community Peace Officer - Ron McIvor
Director, Planning & Development - Keith McCrae

DELEGATE: Alberta Agriculture and Forestry:
Wade Colwell, Wildfire Technologist, Rocky Mountain House Forest Area

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

- 2.1. RES-273-2020 Motion by Councillor Jim Duncan that Council adopts the June 23, 2020, Regular Meeting Agenda as circulated.
CARRIED

3. ADOPTION OF MINUTES

3.1. Regular Council Meeting Minutes

RES-274-2020 Motion by Councillor Michelle Swanson that Council adopts the June 9, 2020, Regular Meeting Minutes as circulated.
CARRIED

4. DELEGATION/PRESENTATION

- 4.1. 9:00 am Wade Colwell, Wildfire Technologist, Rocky Mountain House Forest Area, Alberta Agriculture and Forestry - River Road Wildfire Mitigation Strategy FireSmart Program**

RES-275-2020 Motion by Councillor John Vandermeer that Council receives the Delegate's report on the River Road Wildfire Mitigation Strategy FireSmart Program as presented.

CARRIED

5. EMERGENCY & LEGISLATIVE SERVICES

- 5.1. 2020 Year to Date Clearwater County Highway Patrol Report and May Long Weekend Task Force Report**

RES-276-2020 Motion by Councillor Cammie Laird that Council receives the *2020 Year to Date Clearwater County Highway Patrol Report* and the *May Long Weekend Task Force Report* as presented.

CARRIED

6. AGRICULTURE & COMMUNITY SERVICES

- 6.1. Support for Âsokêwin Friendship Centre's June 21, 2020, National Indigenous Peoples Day Event**

RES-277-2020 Motion by Councillor John Vandermeer that Council retroactively approves allocating funds from the Agriculture and Community Services 2020 budget, in the amount of \$2500, as well as the use of the County Sasquatch vehicle for the Âsokêwin Friendship Centre's National Indigenous Peoples Day event.

CARRIED

RES-278-2020 Motion by Councillor Jim Duncan that Council retroactively approves councillors' attendance at the National Indigenous Peoples Day event on June 21, 2020.

CARRIED

- 6.2. Capital Equipment Budget Relocation to Operations Budget**

RES-279-2020 Motion by Councillor Jim Duncan that Council reallocates \$602,700 from the Agriculture and Community Services capital equipment budget; \$26,000 to the Agricultural and Community Services operations budget; and \$576,700 to contingency.

CARRIED

7. PLANNING & DEVELOPMENT

7.1. Nordegg Manufactured Home Subdivision - Lot Purchase Prices

RES-280-2020 Motion by Councillor John Vandermeer that Council approves the lot purchase prices for the Nordegg Manufactured Home Subdivision as shown on Schedule "A" attached to these Minutes and, offer a 5% discount if the purchase is concluded by December 31, 2020.

CARRIED

8. CAO OFFICE

8.1. Return of the Regionalization Debate

RES-281-2020 Motion by Councillor Michelle Swanson that Council directs Administration to send a letter to Minister Madu stating Clearwater County's position regarding forced regionalization of local governments.

CARRIED

9. REPORTS

9.1. CAO's Report

9.2. Public Works Report

9.3. Councillor Verbal Reports

9.4. Councillor Remuneration

RES-282-2020 Motion by Councillor Jim Duncan that Council receives the CAO's Report, Public Works Report, Councillor Verbal Reports from Reeve Hoven and Councillors Laird and Vandermeer, and Councillor Remuneration for information as presented.

CARRIED

10. CLOSED SESSION*

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

10.1. Verbal Report: Town of Rocky Mountain House - Clearwater County Negotiations; FOIP s.23 Local Public Body Confidences

RES-283-2020 Motion by Councillor John Vandermeer that Council goes into CLOSED session at 11:59 am.

CARRIED

Councillor Duncan left the meeting at 2:39 pm.

RES-284-2020 Motion by Councillor Michelle Swanson that Council goes into OPEN session at 3:30 pm.

CARRIED

11. ADJOURNMENT

- 11.1. RES-285-2020 Motion by Councillor John Vandermeer that the Meeting adjourns at 3:30 pm.
CARRIED

Reeve

CAO

Nordegg Manufactured Home Subdivision Lot Prices - Schedule "A"

LIMESTONE WAY

<u>Lot Legal</u>	<u>Size</u>	<u>Price</u>
Lot 1, Block 2	0.039 ha	\$55,000
Lot 2, Block 2	0.040 ha	\$60,000
Lot 3, Block 2	0.038 ha	\$55,000
Lot 4, Block 2	0.041 ha	\$60,000
Lot 5, Block 2	0.043 ha	\$65,000
Lot 6, Block 2	0.056 ha	\$72,000
Lot 7, Block 2	0.048 ha	\$70,000
Lot 8, Block 2	0.048 ha	\$70,000
Lot 9, Block 2	0.038 ha	\$55,000
Lot 10, Block 2	0.039 ha	\$55,000
Lot 11, Block 2	0.037 ha	\$55,000
Lot 12, Block 2	0.034 ha	\$55,000
Lot 13, Block 2	0.039 ha	\$55,000

SHALE COURT

<u>Lot Legal</u>	<u>Size</u>	<u>Price</u>
Lot 1, Block 1	0.042 ha	\$60,000
Lot 2, Block 1	0.040 ha	\$60,000
Lot 3, Block 1	0.039 ha	\$55,000
Lot 4, Block 1	0.040 ha	\$60,000
Lot 5, Block 1	0.045 ha	\$68,000
Lot 6, Block 1	0.043 ha	\$65,000
Lot 7, Block 1	0.063 ha	\$75,000
Lot 8, Block 1	0.062 ha	\$75,000
Lot 9, Block 1	0.069 ha	\$75,000
Lot 10, Block 1	0.065 ha	\$75,000
Lot 11, Block 1	0.048 ha	\$70,000
Lot 12, Block 1	0.041 ha	\$60,000
Lot 13, Block 1	0.043 ha	\$65,000
Lot 14, Block 1	0.043 ha	\$65,000
Lot 15, Block 1	0.044 ha	\$65,000
Lot 16, Block 1	0.044 ha	\$65,000
Lot 17, Block 1	0.050 ha	\$70,000

June , 2020





Agenda Item Report

Regular Council Meeting

AIR Type:	Delegation
SUBJECT:	9:00 am Chad Bunch, Vice President, Operations, Bunch Welding Ltd.
PRESENTATION DATE:	Tuesday, July 14, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Tracy Haight, Executive Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	None

STAFF RECOMMENDATION:

That Council receives information from Bunch Welding Ltd.'s Delegate as presented.

BACKGROUND:

Chad Bunch, Vice President, Operations, Bunch Welding Ltd., will present his analysis of the oil and gas industry's capital expenditures and energy services in Alberta, industry market forecast, based on trends, and implications for Clearwater County.



Agenda Item Report

Regular Council Meeting

AIR Type:	Delegation
SUBJECT:	9:45 am Heather Halladay, Secretary and Genny Mehlhaff, Clearwater County Citizens at Large - Rocky Clearwater Physician Recruitment & Retention Society
PRESENTATION DATE:	Tuesday, July 14, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Tracy Haight, Executive Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
PRR Update July 2020 2020_06_05_Letter_to_Rocky_Clearwater_Physician_Recruitment_and_Retention_-_Terms_of_Reference_Redacted RHCPAR Terms of Reference Draft 2020 June PRR Society 2019 Financial Stmnts	

STAFF RECOMMENDATION:

That Council receives information from the Rocky Clearwater Physician Recruitment & Retention Society Delegates as presented.

BACKGROUND:

Heather Halladay and Genny Mehlhaff, Clearwater County's Citizens at Large on the Rocky Clearwater Physician Recruitment and Retention Society will update Council on the Society's work and finances over the past year as well as planned future activities.

They will also explain proposed changes to the organization's structure from a society to a sub-committee of the Rocky Mountain House & District Chamber of Commerce and, its mandate to include recruitment and retention of healthcare professionals.

Rocky/Clearwater Physician Recruitment and Retention Update

Included:

- a summary of the team's activities over the last year
- plans for moving forward
- discussion of the letter from the Town of Rocky Mountain House re inclusion of healthcare professionals in the team's mandate, and
- explanation of the initiative to dissolve as a Society in favour of becoming a Sub-Committee of the Rocky Chamber of Commerce

Recruitment Efforts:

Community Welcome and Tours

For prospective physicians coming to the community to check it out, we provide a community tour that begins with coffee. A physician mixer/party is also usually planned (led by physicians). PRR often provides \$ for part of the meal (\$100-150 for meat for a BBQ, for example). Serves as both an attraction and a retention tool, as the food is also a thank-you to current physicians.

This past year: two parties (there would have been one more, but COVID).

For locum physicians (i.e. who are staying to provide locum services), a thank you card is provided. For locums staying longer than 1 week, a welcome basket is provided in the condo.

For family medicine residents (who are in their final year of residency and spend 2-3 months here): Welcome email and swag bag in the first weeks of arrival. Coffee (or a meal, depending on time of day) and a community tour with 1-2 PRR members.

For medical students (from the U of Calgary who stay in community for 9 months): Welcome email and swag bag in first weeks of arrival. Coffee (or a meal, depending on time of day) and a community tour with 1-2 PRR members.

Tours this past year:

- two prospective physicians
- two locum physicians
- three residents (one was cancelled due to COVID)
- two medical students

Resident Events

Several resident Transition to Practice events are held in various places in Alberta (Edmonton, Red Deer, Lethbridge). Traditionally we attend the event in Red Deer and have a booth where we provide information, handouts, swag, and have a door prize. The event in Red Deer has many family medicine residents, where the events in Edmonton and Calgary typically have fewer family medicine residents interested in rural locations, and also typically more specialists

(not applicable to our site). We are looking into all these events to be strategic about which ones we attend. The resident currently in Rocky cites meeting the PRR team at a Transition to Practice event as a principal driver to him coming here for a 4-month residency.

Family Medicine Round-ups-- Family medicine residents meet in Red Deer every month for a lunch and session. We were booked for April 2020 but COVID. We have requested to attend in September, once the sessions resume.

Condo

The condo continues to be a compelling attraction factor for prospective physicians. Locum physicians stay in it, and it is in use periodically through the year (e.g. it was occupied by a physician couple for 3 months (April-June) checking out the community, with efforts to rent it out during vacancies (e.g. it will be rented for 3 months to a physician doing an assessment starting in July).

Online Presence

Area for growth. It is recognized that this is a primary media for reaching prospective recruits. We have created an email address that is used actively, and we have received promising recruitment inquiries re the same. We recognize we need to do much more. Pending the finalization of a name, a logo will be created and a Facebook page launched.

Costs:

Welcome/swag bags: \$10-20 (bags and most of the swag come from Town, County, and PCN swag)

Welcome baskets: \$50

Move-in baskets (for physicians who are moving to Rocky): \$75

Coffee or supper for tours: \$10-60.

Physician mixers: \$100-150

Attending a resident Transition to Practice evening: \$200 (including gas, meals for the presenters, and a door prize)

See 2019 Financial Statement for detailed breakdown.

Thanks and Retention Efforts:

- Periodic care package to physicians (candy and treats) -- last sent in mid-April as thanks/support related to COVID-19 and Alberta Health tensions/struggles.
- Nomination of at least one physician per year for either an Alberta Medical Association or Rural Alberta Health Professions Action Plan award, as recognition of service and care. Last year Drs. Robinson and Rogers were nominated.
- Occasional advertisement in the Mountaineer newspaper as a thank you (e.g. to frontline health workers the week of 4-8 May)
- Timely appreciation gestures--Basket of goodies sent to every department in the hospital week of 4-8 May, during COVID-19 pandemic (including the medical clinic and the

midwifery team) as a thank you from the PRR team and the Hospital Health Foundation for hard work.

- Traditionally we do a fun event in the summer. We had intended to have a pig roast, but COVID. Last June was a BBQ and hay ride, which was very well received.
- Retirement recognition and gifts: E.g. Drs. Robinson and Bredenoord retiring in the coming months. Recognition of service and gifts commensurate with time served in the community

Challenges

- Developing terms of reference, including determining optimal format for the team (i.e. Society versus Committee of a Council)
- Deliberation over inclusion of healthcare professionals in the team’s mandate: this has been an ongoing discussion, with the majority of the team in favour of inclusion, but a lack of consensus resulting in no forward movement. The Town letter has provided support and impetus to move forward in this important direction.
- Alberta Health tearing up the contract with physicians, and the resulting challenges regarding rural physicians being able to practice sustainably
- COVID. It’s hampered everyone, and has hampered both our attraction efforts (e.g. tours, mixers) as well as retention events for physicians in the community.
- Physician shortage. Rocky is at a critical moment, where there are presently not enough physicians to cover services. Rocky physicians are pulling out of Caroline clinic. From the June 2020 PAR meeting Physician Report:
 - “We continue to be at our highest crisis point for recruitment since the inception of this Committee. The number of unattached patients with no family doctor in our community will be at its highest point. The domino effect will put PCN programs, walk-in clinic, and Caroline clinic at risk, and increase numbers in the ER department. Our physician group is trying its best to implement retention strategies.” See Doctor Report attached.

Moving Forward

Task	Estimated Completion
Develop a logo (once team name is decided) for use at attraction events	July 2020
Incorporation of healthcare professionals into the mandate of the team	July 2020
Online Presence: creation of Facebook page and Instagram profile, to target medical students, residents, and healthcare	August 2020

professional students. This is also pending logo creation (and thus naming)	
Strategic planning session in the fall	September/October 2020
Plan in motion to have all physicians “attached” to a PRR member, in order to facilitate periodic (e.g. annual or biannual) check-ins and appreciations.	September/October 2020
Finalize terms of reference once strategic planning session underway	End of October 2020

Healthcare Professional Inclusion

This is evolving presently. The team’s draft terms of reference are attached. These have been in process for several months, and we anticipate that following this communication with County Council and the strategic planning session in the fall, the Terms of Reference will be finalized.

There has been limited discussion as a group about the transition to inclusion of healthcare professionals, but preliminary initial priorities include:

- Exploring creative and alternative methods for provision of healthcare that complement physician care and help ease the burden related to physician shortage (e.g. Primary Care Paramedic program)
- Retention of nurses (attraction of nurses is less important than retaining the nurses hired to Rocky. This is a significant challenge and opportunity for the PAR team)
- Targeted attraction of hard-to-attract healthcare professionals (e.g. ultrasound technician-- Rocky has been without one for many years. Occupational therapy is another example, though an OT has recently been hired)

Transition to Sub-Committee of the Rocky Chamber of Commerce

The PRR team has been advised repeatedly by RhPAP and by an Alberta Culture and Tourism Community Development Officer (during the initial strategic planning session) that PRR teams across the province (and in many other provinces) are going away from existing as Societies-- indeed only a handful are still Societies.

Rationale: Maintenance of Society status requirements include submission of an annual return and supporting documents (financial statements, register of members), to the Alberta Government, annual AGM. Information (e.g. financial statements, member register, minutes, etc.) is already being provided to funding partners (ie Town and County), so there is redundancy in the process. In a team with limited resources, this means that one or more members are taking time away from attracting and recruiting physicians in order to meet provincial government requirements. Dissolution of the Society and a Committee of Chamber status allows for more flexibility and more energy to be directed towards the goals of the team.

Consideration was given and discussion held about the PRR team becoming a committee of either Town or County Councils. It was suggested, however, that becoming a committee of one or the other Council could pose problems related to a perception of preference with one over the other. Becoming a sub-Committee of the Chamber allows the team the flexibility to focus on attraction and retention work, while maintaining accountability towards Town and County Councils (achieved with team representation by Town Council and minute circulation, annual (and ad hoc updates) to County Council). Financial statements will be reviewed and audited as before.

Additional Documents

DOCTOR REPORT: MAY 2, 2020

LOCUMS

Two doctors

- May 11-July 6, 2020
- Locum apartment
- No definitive long-term decision yet

ER weekend coverage

- Approx. 2 weekends per month

SITE VISITS

None

NEW PHYSICIANS

None

MANPOWER

One doctor – retiring end June 2020 (*update: this has been extended)

One doctor – retiring end of Sept 2020

One doctor – leaving October 2020

One doctor – leaving clinic and hospital practice Oct 2020 – will work in long-term care facilities only

One doctor – leaving clinic practice Oct 2020 – will do ER and anesthesia only

ALBERTA HEALTH CHANGES

Still no response from MLA Nixon to the physician group's clarification questions.

Physicians previously giving up AHS privileges will resume AHS privileges. This is now to the detriment of staffing and access at the Clinic. Recruitment and retention of rural physicians remains severely impacted.

POSITIONS AVAILABLE (9)

2 GP with OBS

2 GP no OBS

1 GP no OBS

- IA put on hold. Awaiting outcome of GP surgeon IA review
- 1 GP surgeon (IA denied by Central Zone – **to be reassessed June 18, 2020 by Central Zone Surgical Services team. Two doctors will attend**)
- 1 GP no OBS (on hold –

IA's Pending:

- 1 GP with OBS (replacement position)
 - 1 GP no OBS (replacement position)
 - 1 GP no OBS (replacement of the GP half of one position)
- 1 GP-Anesthesia – will convert one of the existing IA's to apply for this IA.

DISCUSSION

We continue to be at our highest crisis point for recruitment since the inception of this Committee. The number of unattached patients with no family doctor in our community will be at its highest point. The domino effect will put PCN programs, walk-in clinic, and Caroline clinic at risk, and increase numbers in the ER department. Our physician group is trying its best to implement retention strategies.

WE NEED TO RECRUIT NEW PHYSICIANS!

Plan to try and recruit some “clinic-only” doctors. Need strategies for advertising and accessing these candidates.

Need to follow-up on Transition to Practice residents who gave us email addresses

Advertising??

Ideas, strategies???



TOWN OF ROCKY MOUNTAIN HOUSE

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

June 5, 2020

Rocky/Clearwater Physician Recruitment and Retention Society
c/o Councillor Randal Brown
rbrown@rockymtnhouse.com

Re: Town of Rocky Mountain House – Letter from Council

Dear Members of the Rocky/Clearwater Physician Recruitment and Retention Society,

Further to the Town of Rocky Mountain House regular Council Meeting on June 2, 2020, Council discussed the changing environment and undersupply of health service professionals in rural municipalities. Historically, the mandate of the Rocky/Clearwater Physician Recruitment and Retention Society has been to target the recruitment and retention of medical physicians. Although this is recognized as an important initiative and strategy, the need for the recruitment and retention of other important health care professionals warrants additional attention. In January of 2019, Alberta's Rural Health Professions Action Plan (RPAP) identified that one of the gaps in rural attraction and retention is the gap in strategies that include the recruitment and retention of health-care providers such as nurse practitioners, physician assistants, nurses, mental health providers, etc.

It is our understanding that the Rocky/Clearwater Physician Recruitment and Retention Society may be moving to a 'Committee of the Chamber' in the near future. Council would like to suggest that this would be an opportune time to address and perhaps expand the terms of reference to include the accelerated recruitment, retention and integration of these other healthcare professionals, along with physicians, in keeping with municipal trends in our Province. These efforts would benefit healthcare service provision to our residents and has the potential to fill any specific gaps in our region.

The Town of Rocky Mountain House appreciates the efforts of the Rocky/Clearwater Physician Recruitment and Retention Society and commends them for their community contributions and volunteer commitment. Council is committed to the continued and ongoing betterment of our community, and the sustainability and multi-disciplinary aspect of our healthcare services.

If you have any questions, please feel free to contact me at 403-846-8129 or alternately, you can contact our Legislative Services Clerk, Renee Hartling at 403-845-2866, ext. 288, or by email at rhartling@rockymtnhouse.com.

Thank you for your consideration in this matter, and for your continued commitment to our community.

Sincerely,



Mayor Tammy Burke

CC: Town Council
CAO, Dean Krause
Director of Corporate Services



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

Rocky Clearwater Physician Attraction and Retention Committee

Terms of Reference and Working Methods – DRAFT June 2020

The Rocky Clearwater Physician Attraction and Retention Committee was first formed in 2008 (under different name and structure) to help Rocky Mountain House and the Clearwater region attract and retain physicians. It is a collaborative Committee of both the Town of Rocky Mountain House (RMH) and Clearwater County.

Purpose: to help build a sustainable system for physician attraction and retention, in collaboration with health care professionals, to ensure ongoing physician and healthcare services to the community. The collaborative Committee provides a forum for local government, healthcare professionals and citizens to combine efforts for this important work.

Membership:

- Term of membership is biennial with Town and County members-at-large having staggered terms of office (to enhance mentorship of new members and continuity).
 - To best represent the community and the purpose of this collaborative, the committee is recruited based on the following composition of **voting members**:
 - Elected Officials – appointed as follows:
 - Town of RMH 2
 - Physician Representatives:
 - 1 plus 1 alternate 2
 - Healthcare professional – Non-physician representatives:
 - Nursing, Pharmacy or Allied Health 1
 - Rocky Primary Care Network 1
 - Hospital Representative—leadership from the RMH Health Centre (such as Site Lead) 1
 - Members-at-large:
 - Town of RMH 2
 - Clearwater County 2
 - Village of Caroline 1
 - Indigenous 1 (and future consideration)
 - Chambers of Commerce:
 - RMH Chamber of Commerce 1
 - Caroline Chamber of Commerce 1
- Total voting members: 15
- **Non-Voting Members:** the following stakeholder organizations offer staff to support and inform this committee, with non-voting participation:
 - **Clearwater Regional Family and Community Support Services (FCSS)**
 - **Rural Health Professionals Action Plan (RhPAP):** the Committee is a member of this provincial group, which offers resources and support as a collaborative partner and trusted advocate for rural Alberta communities trying to achieve greater access to health care.
 - All positions that become vacant outside of the normal term appointment cycle are to be filled as soon as possible.

- No member shall fill a position where there is a real or perceived conflict of interest (i.e. a conflict between an individual's business or personal interest and their responsibility as a Committee member).
- All positions are accountable to committee membership- decisions are not to be made on behalf of the Committee without the Committee or a designated sub-Committee. The Board is responsible for stewarding the resources entrusted to it appropriately--both as a whole and as individuals. Decisions will be signed off by two members, neither of whom may be from the same household.

Quorum: Quorum shall be eight voting members, with one elected representative from each of the Town of RMH, Clearwater County, and physicians included in the composition of the quorum.

Voting: The Committee functions on a collaborative basis, meaning all parties participate in informing the decision-making process. The aim of this collaboration is to gain consensus through discussion. Following discussions, the Chair will ask if there are objections or concerns. In the absence of these (or if the objections/concerns are resolved and none further are raised), consensus is assumed. Where consensus cannot be reached, a vote by voting members will determine the outcome. In all cases where a vote is exercised, the outcome in all cases will be a simple majority (or a majority plus one: Chair has final vote. In the event of a tie, the matter is defeated).

Voting, by the Committee as a whole, is required for financial decisions above a specified amount (\$1000) and for contested position nominations.

Funding: The Town of RMH and Clearwater County provide funds annually to support the work of this committee. *TO BE DETERMINED* acts as the fiscal agent on behalf of the committee. The committee may secure additional funds for its purposes (also administered through the Town of RMH). Approximate annual budget is \$24,000.

Signing authority shall be delegated to the Chair, Vice-Chair, Treasurer, Secretary and an alternate.

Checklists and Procedures: The committee has the following internal resources for members to reference:

- Site Visit Guide
- Skills Weekend Checklist
- Condo Care Checklist
- Grant/Award Submissions
- Physician Welcome/Retention Pathway
- Physician Appreciation/Care
- Healthcare Professional Appreciation/Care
- New Member Orientation (including PRR guide)
- Timeline
- Terms of Reference

Local resources the Committee may engage:

- Media
- Volunteers
- Community partners
- Local businesses

Roles and Responsibilities:

Rocky Clearwater Healthcare Professional Attraction and Retention Committee
TERMS OF REFERENCE – draft June 2020

Annually in November, (following the organizational meetings of the Town and County) the Committee will choose the executive of the Committee as follows:

Chair: The responsibilities of the Chair are to:

1. Preside at all meetings of the Committee.
2. Coordinate, with the Secretary, dissemination of all information and meeting agendas to Committee members.

Vice Chair: The responsibilities of the Vice Chair are to:

1. Preside over committee meetings in the absence of the Chair.

Secretary: The responsibilities of the Secretary are to:

1. In conjunction with the Chair, prepare agenda and disseminate two days prior to the meeting.
2. Keep and disseminate minutes within one week of the next meeting.
3. Prepare and disseminate, as requested by the Committee, reports, letters and documents. All Committee documents will be stored on a digital cloud.

Treasurer: The responsibilities of the Treasurer are to:

1. Prepare and communicate, to the committee, monthly financial updates.
2. Pay all related invoices for the Committee.
3. Prepare an annual budget, at fiscal year end, for the coming year.
4. Prepare annual grant requests for submission to the Town and County.
5. Prepare grant requests to other agencies, at the direction of the Committee.
6. Initiate year-end audit.

Committee Coordinator: The Committee Coordinator's responsibilities are to:

1. Coordinate and facilitate programs and activities of the committee.
2. Participate (when practicable) in committee-initiated programs and activities.

Working Teams: created by the Committee to undertake specific tasks, implement short-term activities, events or projects. Working Teams are accountable to the committee through the Committee Coordinator.

Examples of these teams are:

- Marketing and Communications Team – establish and maintain public engagement including a social media presence.
- Finance Team – help establish and monitor annual budget.
- Attraction Team – plan, implement and assess effectiveness of Committee activities, events and projects undertaken or implemented to attract healthcare professionals.
- Retention Team— plan, implement and assess effectiveness of committee activities, events and projects undertaken or implemented to retain healthcare professionals
- Condo Team – up-keep, schedule, and maintain condo

Condo Coordinator

- Coordinate cleaning and supply management
- Coordinate schedule

Town and County Councillors

- Act as liaisons to Town and County—not to fill roles of Secretary, Treasurer, or Working Team leads.

Meetings:

- Annual General Meeting (AGM) held every November after Town and County organizational meetings. The purpose of this meeting is to welcome new members and elect executive members as outlined above.

Rocky Clearwater Healthcare Professional Attraction and Retention Committee

TERMS OF REFERENCE – draft June 2020

Consideration as well for the composition of working teams, though these will vary as tasks are determined through regular meetings. Stakeholders and guests will be invited to this meeting, which will be held in a more public location that also allows for more people to attend.

- Frequency – Meetings will be monthly or as required (July and August excepted).
- Schedules – A meeting schedule will be set out in advance of the coming year (at the November meeting) for regular meetings, projects, and events.
- Location(s) – Regular meetings are held at the County Chambers, except for the AGM in November.
- Minutes – Aim for distribution via email and posting to the digital cloud at least one week prior to the next meeting.
- Special Meetings-- may be called by the Chair or at the request of any four members of the Committee in writing, including one member appointed by the Town, Country and a physician, with 24 hours written notice to members.

Accountability and Reporting: As a collaborative Committee of both the Town of RMH and Clearwater County, the Committee reports, via the appointed representatives, to these two local governments.

Code of Conduct: Committee members will:

- Be diligent in their roles.
- Attend Committee meetings or advise the Secretary, at the earliest opportunity, when unable to attend a meeting. Every voting member who is absent for three consecutive Committee meetings shall cease to be a Board member unless such absence is caused by illness or is authorized by consensus of the Committee, and recorded in Minutes on the first meeting following the absence.
- Prepare for meetings by reading agendas, emails, and pre-circulated documents prior to meetings. Speak with the Chair before the meeting if any clarification is required.
- Arrive on time. Stay to the end.
- Participate fully in meetings. Listen to what others have to say and keep an open mind. Contribute positively to discussions. Try to be concise and avoid soliloquies.
- Treat all people associated to the Committee (including members, volunteers, and external stakeholders) with respect.
- Attend to fiduciary responsibility-- make decisions based on what is best for the Committee and its purpose, not on individual interest or gain.
- Declare any conflicts of interest as they arrive and act to ensure that these conflicts do not pose a risk to the Committee.
- Be open to feedback from members and respond appropriately.
- Be honest at all times.
- Always look for opportunities for improved performance of the Committee functions.
- Always represent the Committee in a professional manner.

Communications:

- The Chair is the Committee's spokesperson. In the absence of the Chair, the Vice-Chair assumes the spokesperson responsibilities.
- All members can add items to the agenda between meetings by forwarding to the Secretary, up to and including seven days prior to the meeting. The Secretary will add items to the agenda and communicate the completed agenda to the membership at a minimum of two business days prior to the next meeting.

Strategic Plan:

VISION:

Rocky Clearwater Healthcare Professional Attraction and Retention Committee

TERMS OF REFERENCE – draft June 2020

MISSION:

VALUES:

Strategic Goals 2019-2022:/ **Objectives:** *Building a healthcare environment that attracts healthcare professionals??*

1. Reduce the need for recruitment through retention efforts, including initial integration of professionals into the community
 - Integration into the community's medical practice.
 - Family introduction and integration into the community. Spouse employment.
 - Regular, scheduled engagement with professionals recruited.
2. Ongoing engagement- facilitate community involvement in the recruitment and retention process collaboratively with healthcare professionals, Alberta Health Services and local business.
3. Physician and healthcare professionals' recruitment/retention strategies. To coordinate recruitment of needed healthcare professionals, with an eye to the future (proactive versus reactive), with a focus on retaining them as long as possible.
 - Support excellent site visits with potential recruits, that effectively portray our healthcare environment and community.
4. To evaluate specific issues that may restrict or limit the effectiveness of attraction activities, recruitment and/or retention. To use evaluation results to make recommendations to relevant agencies or groups to address those issues.
5. Coordinate with other entities for best practices.

Review:

On an annual basis, the group will review their composition and the relevance and value of its work.

Rocky Physician Recruitment & Retention Society
Financial Statement
For the Year January 1, 2019 to December 31, 2019

Assets		
Cash on Deposit	\$16,217.14	
Total Assets		<u>\$16,217.14</u>
Liabilities		
Security Deposit	\$1,800.00	
Outstanding Chq	\$428.22	
Total Liabilities		<u>\$2,228.22</u>
Equity		
Beginning Equity	8,665.08	
Net Income(Loss)	5,323.84	
Total Equity		<u>\$ 13,988.92</u>
Income		
Town of RMH	16000.00	
Clearwater County	12000.00	
Other	<u>0</u>	
Total Income		<u>\$ 28,000.00</u>
Expenses		
Advertising	0.00	
Recruitment Activities	4124.72	
Supplies	0.00	
Bank Charges	44.00	
Utilities	2146.44	
Condo Rent	15600.00	
Insurance	541.00	
Condo Cleaning	220.00	
Damage Deposit	0.00	
Condo Furnishings	0.00	
Conferences	0.00	
Total Expenses		<u>\$ 22,676.16</u>
Net Income		<u>\$ 5,323.84</u>

This Financial Statement has been reviewed and approved by:

 Print Name and Sign

 Print Name and Sign

 Position

 Position

 Date

 Date



Agenda Item Report

Regular Council Meeting

AIR Type:	Delegation
SUBJECT:	10:45 am Reeve Bart Guyon, Brazeau County and Brian Senio, Consultant, Global Public Affairs - Western Economic Corridor Initiative
PRESENTATION DATE:	Tuesday, July 14, 2020
DEPARTMENT: WRITTEN BY: REVIEWED BY:	Allanah McLean, Administrative Assistant Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input checked="" type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input checked="" type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Brazeau County Presentation to Council (Clearwater County Submitted)	

STAFF RECOMMENDATION:

That Council receives the Delegate's report on the Western Economic Corridor Initiative as presented.

BACKGROUND:

Reeve Bart Guyon, Brazeau County; and Brian Senio, Consultant, Global Public Affairs will attend today's meeting remotely. Reeve Guyon along with Mr. Senio will present Brazeau County's Western Economic Corridor Initiative. This initiative identifies the significance of corridors as they relate to government policy and how regional municipalities can leverage this initiative to augment prosperity and economic recovery from the COVID-19 pandemic.

The Western Economic Corridor

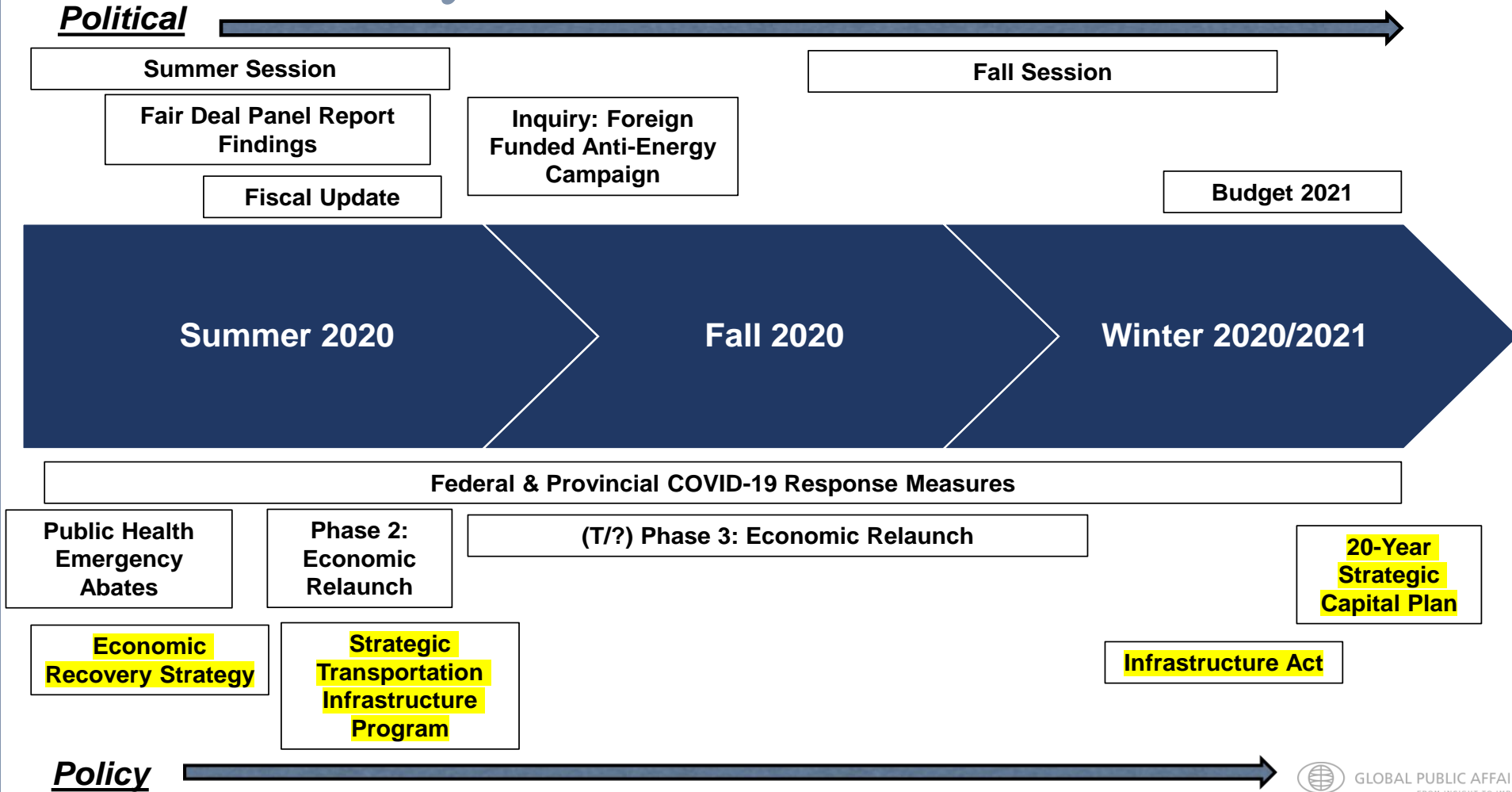




Agenda

- 1. Introductions**
- 2. Political Lay of the Land**
- 3. Legislature Update**
- 4. COVID-19 & Economic Relaunch**
- 5. Economic Corridors**
 - **What are they?**
 - **Why are they significant and why should I care?**
 - **How will we create one?**

Political Lay of the Land



Legislature Update

Under the Dome: Legislation & Policy

- February – tabling of what was originally thought as a transformational budget.
 - Commitment to balance budget by 2023.
- March – “triple whammy”
 - COVID-19 pandemic;
 - Global Recession; and
 - Plunging energy prices.
- Fiscal plan and strategy upended.
- March to May, government focused on pandemic response, delaying the previously planned legislative agenda.
 - Government financial support approximately **\$14 billion, deficit \$20 billion.**
 - Public Health Emergency set to abate on June 15.
- May to late-July, legislative catch-up.
 - Up to bills to be passed during summer sitting.
- **What’s next?**



Economic Relaunch

- COVID-19 has fundamentally altered the political and policy landscape for the foreseeable future.
 - **Alberta Economic Recovery Plan.**
 - Tabled in June.
 - Informed by the Premier's Economic Recovery Council.
 - Focus on economic diversification and empowering the private sector.
 - Dovetail with *Blueprint for Jobs*.
 - Sector emphasis: Artificial intelligence/data, finance, **tourism, energy, forestry, agriculture**, aviation & aerospace.
 - **Blueprint for Jobs (Budget 2020).**
 - Five pillars:
 1. **Supporting businesses**; create an environment conducive to investment.
 2. **Red tape reduction**; continued emphasis on reducing regulations.
 3. **Building infrastructure**; construction of roads, schools, health facilities.
 4. **Skills development**; ensuring labour market demands are met.
 5. **Promoting Alberta**; marketing Alberta as a global destination.





Economic Relaunch

Bill 33 – *The Alberta Investment Attraction Act*

- Will create a new investment attraction agency with the power to invest in businesses in addition to stimulating more commerce between Alberta and why it describes as key business jurisdictions globally.
- As a key delivery agent for the government's Recovery Plan, Invest Alberta will support Alberta's established sectors of energy, agriculture and forestry in addition to economic diversification efforts in specific sectors such as technology, aviation and aerospace, and financial services.
- It is also expected that the new agency will help support Alberta's emerging ESG (environment, social, governance) strategy and become a strategic link between Alberta stakeholders and international investment markets.



Overview: Economic Corridors

1. Primary Consideration: How can corridor's support economic relaunch?

2. What is an economic corridor?

- Integrated networks of strategic infrastructure that improve market access for ***all*** goods & services.
- A means to support job creation and economic diversification.

2. Why are corridors significant?

- Economic relaunch, recovery & COVID-19.
- Council of Federation & Western Premiers Meetings, 2019
- Job creation and investment attraction.
- Government of Alberta policy alignment.
- “Regional ecosystem recovery.”
- Government’s fiscal situation.

3. Core themes:

- *Collaboration* – industries, First Nations, counties, municipalities, provincial/federal government.
- *Economic diversification* – attracting new investment and emerging industries.
- *Coordination, Innovation & purpose* – achieving a common goal; breaking down siloed thinking.



Western Economic Corridor

How will the Western Economic Corridor be formalized?

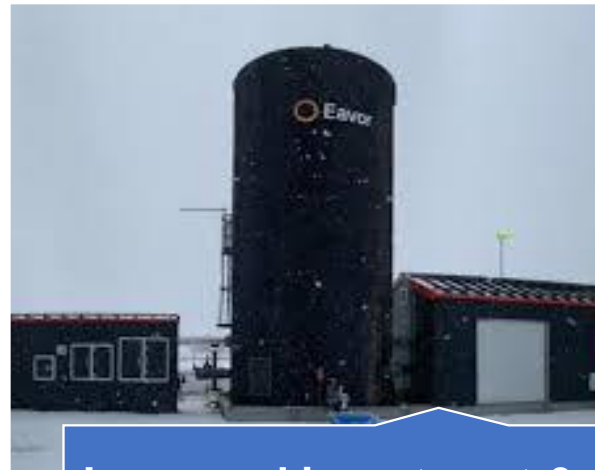
- The corridor will be developed in **collaboration** with: industries, First Nations, municipalities, provincial and federal governments.
 - Government of Alberta engagement - Ministers of: Transportation, Environment, Finance, Agriculture & Forestry, Municipal Affairs, Justice & Solicitor General, Red Tape Reduction.
 - Senior bureaucrats, Economic Development, Trade & Tourism.
 - Principal Advisor to Premier Kenney.
 - Area of focus – economy.
 - BC Expansion – Port of Prince Rupert.
- **Non-binding MOU** has been drafted, allows stakeholders to state their intentions.
 - Signatories:
 - Northern Alberta Institute of Technology
 - EAVOR Geothermal
 - Alberta Forest Products Association
- Inaugural **working group** meeting slated for late-summer or early fall.



Western Economic Corridor Objectives



Improved market access

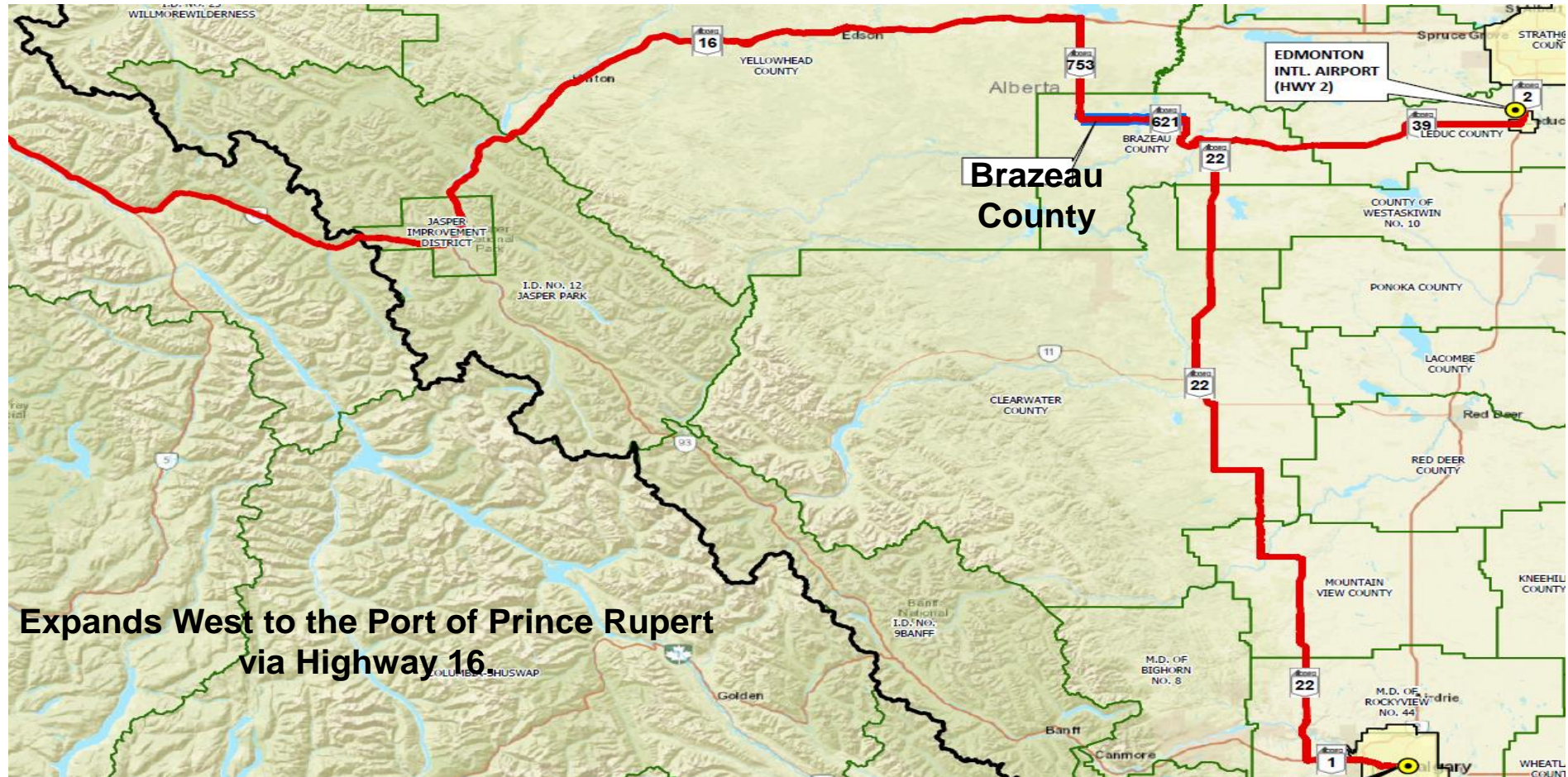


Increased investment & diversification



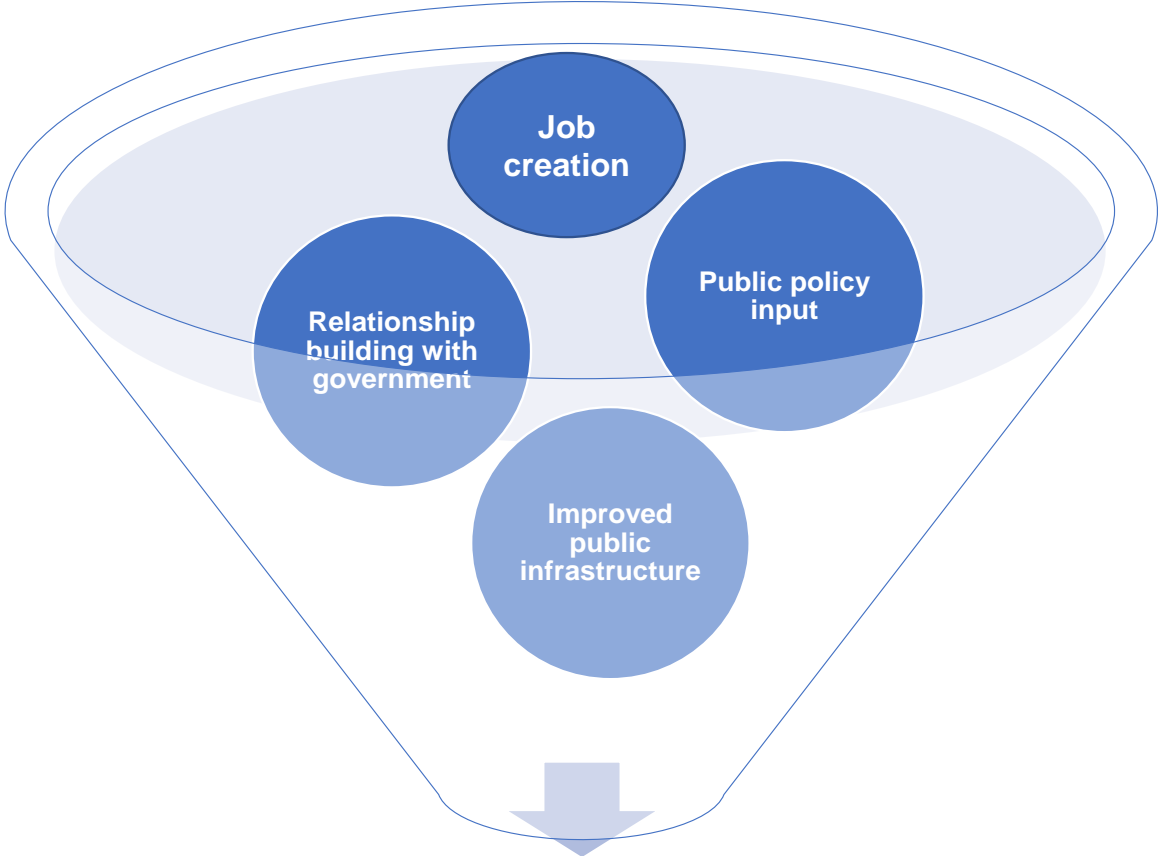
Low regulatory, favourable tax environment

Western Economic Corridor Location



Expands West to the Port of Prince Rupert via Highway 16

Western Economic Corridor Outcomes



**Western Economic
Corridor**





Economic Relaunch: Infrastructure Grants

- On June 22, 2020, the Government of Alberta announced a \$200 million Strategic Transportation Infrastructure Program.
- Program themes:
 - Improve accessibility and the movement of goods & people;
 - Increase the capacity of municipal transportation infrastructure to support economic growth;
 - Enhance safety and efficiency;
 - Extend the service life of key infrastructure
- Four funding streams:
 1. Community Airport Program;
 2. Local Road-Bridge Program;
 3. Resource Road Program; and
 4. Local Municipal Initiatives.
- Eligibility criteria based on: basic need, safety, functionality, regional transportation network, cost effectiveness & efficiency, collaboration or partnership with industry, economic benefits.
- **Why is this significant?**
 - Eligibility criteria aligns with the core concepts and themes associated with the economic corridor.



Economic Relaunch: Fair Deal Panel

- On June 17, the Government of Alberta announced findings from the Fair Deal Panel Report.
- Numerous recommendations align with the proposed corridor initiative, including:
 1. “Collaborate with other jurisdictions to reduce trade barriers within Canada and pressure the federal government to enforce free trade in Canada.”
 2. “Collaborate with other jurisdictions and stakeholders to secure cross-border rights-of-way and create unobstructed resource corridors within Canada to tidewater and world markets.”
 3. “Collaborate with other provinces and industry to advance market-based approaches to environment protection, including a reduction in greenhouse gas (GHG) emissions.”
 4. “Continue to diversify Alberta’s economy in the energy sector and beyond.”

Call to Action: Clearwater County

- Clearwater County can benefit from this prosperity initiative as a collaborative partner in a institutional industrial and governmental relationship.
- This initiative will have a multifaceted benefit.
- Brazeau wants to work collaboratively and innovatively with Clearwater to maximize economic opportunities that can benefit all Albertans.
- ***We are hopeful you will consider signing the MOU and signal your intent to join the corridor project.***



Questions

- **Questions, concerns, comments?**



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Rescind 'Dust Stabilization in Subdivisions' Policy
PRESENTATION DATE:	Tuesday, July 14, 2020
DEPARTMENT:	Public Works Operations
WRITTEN BY:	K. Erickson, Surfaced Roads Supervisor
REVIEWED BY:	K. Magnus, Director; Rick Emmons, CAO
BUDGET CONSIDERATIONS:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input checked="" type="checkbox"/> County Bylaw or Policy (Dust Suppression & Dust Stabilization in Subdivisions)
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
Dust Stabilization in Subdivisions Policy 07 Dust Suppression Policy Revised 03.26.2019	

STAFF RECOMMENDATION:

That Council rescinds the 'Dust Stabilization in Subdivisions' policy.

BACKGROUND:

As per the direction of Council, staff continues to review policies that are dated ten (10) years or older. As such, Administration recommends that the 'Dust Stabilization in Subdivisions' policy be rescinded as it is no longer applicable and, therefore, obsolete.

The 'Dust Stabilization in Subdivisions' policy (1990) is outdated and has been replaced with the current 'Dust Suppression' policy (2019). The combination of SS-1, Lignosulphanate and chip seal is no longer used by Clearwater County for dust suppression. These products have been replaced with other products such as SB90 and/or Magnesium/Calcium Chloride.

Any resident, within Clearwater County, wishing to apply for dust suppression may still do so under the current 'Dust Suppression' policy.

See attached policies.

Clearwater County

DUST STABILIZATION IN SUBDIVISIONS

EFFECTIVE DATE: June 1990

SECTION: Public Works

POLICY STATEMENT:

To provide an opportunity to resident of a subdivision, for stabilization and chipsealing of the internal road network.

PROCEDURE:

1. The Municipality will consider providing dust control for subdivisions having a minimum of ten residences where funds are available.
2. Upon application to Council by 80% of the registered owners within a subdivision, Council may proceed with providing an oil base to the public road within the subdivision.
3. Clearwater County will then levy a special benefit tax on each parcel affected by the road improvements to cover the total cost of the materials. Clearwater County will absorb the expense of applying the necessary equipment and labour to complete the task.
4. A combination of Asphalt Emulsion SS1 and Ligno-Sulphonate will be mixed with a two inch base and then chipsealed to provide dust suppression. The workmanship will not be guaranteed by Council.
5. Private accesses to properties within the subdivision may be done at the owner's expense if sufficient materials, manpower, and time is available.



**CLEARWATER COUNTY
DUST SUPPRESSION**

POLICY

EFFECTIVE DATE:	August 14, 2001
REVISED DATE:	June 24, 2014 March 31, 2015 March 26, 2019
SECTION:	Public Works
POLICY STATEMENT:	Clearwater County will provide dust suppression applications on County roadways in front of farmsteads, residences or businesses for a fee.
DEFINITIONS:	“Contract” means a formal agreement signed between the applicant and Clearwater County for the purposes of dust suppression application and maintenance (as applicable under the warranty period).
PROCEDURE:	<ol style="list-style-type: none"> 1. The County will implement the use of an oil based or a water based product (or an approved equivalent) and will continue to review and explore its dust suppression options. 2. The County will supply dust suppression for 150 m in front of a farmstead, residence or business on municipal road allowance as mutually agreed upon. 3. The contract holder will have the ability to determine the location where the dust suppression will be placed providing it does not exceed 150 m. The County reserves the right to adjust the location based on product application requirements and potential conflict with existing site conditions. 4. <u>The following will apply to oil based dust suppression:</u> <ol style="list-style-type: none"> a. The cost of the oil based dust suppression will be subsidized by the County by 1/2 of the application costs. The remaining 1/2 will be paid by the contract holder. Rates for the dust suppression are calculated each year. b. The County will require a deposit of 1/3 of the contract holder’s portion of the total costs before the service is supplied, and equal payments of the remaining 2/3 of the contract holder’s costs in the second and third year. c. Alternatively, an applicant can pay the full contract amount in the first year, with no further payment required. d. If the applicant requests treatment for more than 150 m, the applicant will be responsible for the



CLEARWATER COUNTY DUST SUPPRESSION

total additional cost. This total additional cost will be calculated per lineal metre.

- e. The County will maintain the dust suppression, as it deems necessary, for a period of three years, calculated from the initial application date. Once the contract is expired, the County, at its sole discretion, reserves the right to return the roadway to its original condition. The County will make every possible effort to contact the land owner prior to removing a dust suppression.
- f. If the applicant defaults on payment for either the second or third year, the County will not be responsible for continued maintenance of the dust suppression. However, the County may take the necessary steps to recover the costs from the contract holder, including the transfer of the outstanding balance to the tax roll of any property for which the person is the assessed person, as per the dust suppression agreement and/or court action. If the applicant applies in a subsequent year, full payment will be required prior to the service being carried out.
- g. Oil based dust suppression is not permitted to be applied to a newly constructed gravel road for a minimum of one year upon date of completion.

5. The following will apply to water based dust suppression:

- a. The cost of the water based dust suppression will be subsidized by the County by 2/3 of the application costs. The remaining 1/3 will be paid by the contract holder. Rates for the dust suppression are calculated each year.
- b. The County will require a payment in full ~~of~~ before the service is supplied.
- c. If the applicant requests treatment for more than 150 m, the applicant will be responsible for the total additional cost. This additional cost will be calculated per lineal metre.
- d. Dust suppression warranty shall begin on the day the dust suppression is applied and runs to September 30th of the year of application.

6. The County will advertise the availability and costs of the dust suppression program, requiring all interested applicants to submit an agreement, and pay a deposit or full payment, before the deadline of June 1.



CLEARWATER COUNTY DUST SUPPRESSION

7. Cemeteries, community halls, and churches will continue to receive the service free upon application. Any other exemptions from payment will require prior approval of Council. Applicants may be required to attend a Council Meeting to explain their reasoning as to why they should receive the service for free. It will be at the discretion of Administration as to which product is applied.
8. In the case of requests for a single application to serve adjoining residences, it will be the responsibility of the landowners to work out the distribution of costs. The County will not bill more than one individual or firm for one application.
9. In the case of requests for dust suppression application on two roads for a corner residence, it will be under the authority of the Director, Public Works Operations, or the Designate, to use his/her discretion and allow for cost sharing of both roads.
10. Industry partners will be permitted to contribute to the contract holder's portion of the total costs. It is the responsibility of the contract holder to ensure payment is submitted prior to dust suppression application. Should the contract holder be required to submit payment, it is their responsibility to seek reimbursement from the industry partner.
11. In instances where Public Works staff feels that the dust suppression will not work, due to road conditions, the work will not be carried out and the money will be refunded.
12. The Public Works Department will determine the Program rotation each year.



Agenda Item Report

Regular Council Meeting

AIR Type:	Request for Decision
SUBJECT:	Nordegg Community Association Funding Request for Waste and Recycling Bins Within the Hamlet of Nordegg.
PRESENTATION DATE:	Tuesday, July 14, 2020
DEPARTMENT:	Public Works Operations
WRITTEN BY:	K. Reglin, Project Technologist / K.Magnus, Director
REVIEWED BY:	K. Magnus, Director / R. Emmons, CAO
BUDGET CONSIDERATIONS:	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation
LEGISLATIVE DIRECTION:	<input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy
COMMUNITY BUILDING PILLAR (check all that apply):	
<input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth	
ATTACHMENTS:	
NCA Request Letter July 2 2020 NCA Facebook Post Bear Smart Bin Photo signed 2019 NCA Financial Statements budget July to December 2020 NCA	

STAFF RECOMMENDATION:

That Council considers providing additional funding to the Nordegg Community Association for the provision of waste and recycling bins in the Hamlet of Nordegg.

BACKGROUND:

On June 29th, 2020, Councillor Laing received a call from Nick Frank, President of the Nordegg Community Association (NCA), requesting funding for waste bins and a recycling bin within the Hamlet of Nordegg. Administration received an official request on July 2, 2020, outlining the rental and pick up service cost and expectations (see attached). The NCA would like to provide waste bins, within Nordegg, to help reduce the amount of garbage around the Hamlet and surrounding area.

Conversely, the Rocky Mountain Regional Solid Waste Authority (RMRSWA) was contacted on June 28th, 2020, by NCA, whereby they ordered two solid waste garbage bins and one recycling bin.

Hence, two six cubic yard garbage bins were delivered to Nordegg on June 29th, 2020. RMRSWA is currently providing the two bins, for weekly waste collection, at a rate of \$221.27/bin (plus GST) on a monthly basis. The RMRSWA also delivered a four cubic yard recycling bin at a rental rate of \$43.99/bin (plus GST) on a monthly basis.

The total amount of funding, requested from NCA, is \$1506.99. This cost would include the rental and collection/disposal of the solid waste associated with the two six cubic yard bins for three months, and, rental of the recycle bin for three months.

The waste bins are not considered "Bear Smart". As such, the NCA was informed, by Alberta Environment & Parks, that the current waste bins are unacceptable and will need to be replaced with "Bear Smart" bins (see attached photo). As a result, the RMRSWA was, again, contacted by Nick Frank, on Wednesday, July 8th, requesting that the two waste bins be replaced, and an additional two bins be provided for a total of four solid waste "Bear Smart" bins. The RMRSWA does have commercial waste pick-up within Nordegg and the surrounding area. Approximately half of these customers are on a bi-weekly pick-up schedule with the remaining customers on a weekly, monthly or seasonal pick-up schedule.

Currently, through the Agriculture and Community Services budget, the NCA receives \$2,500 for the Community Hall and \$5,000 for recreation. This funding is provided, on an annual basis, usually within the month of January or February. In 2020, additional funding, of \$5,000, was received, by the NCA, for the boards around the outdoor rink.

The attached Facebook post statement, referencing "free public garbage now in Nordegg", is a concern, to Administration, since the waste bins have limited capacity. Administration would still like to see that larger amounts of waste be directed to the Nordegg Waste Transfer Site. Also, when the waste and recycle bins were discussed, between the NCA and RMRSWA, at no time was there discussion requesting Clearwater County, and/or RMRSWA staff monitor the area, at least twice a day, around the bins.

Since the placement of the waste bins, within the Nordegg public parking lot, Administration has observed household garbage being placed into the waste bins.

Currently, no other Hamlet, within Clearwater County, has waste bins or recycling bins provided.

Hi Theresa

I am following up with our conversation, where you requested, I email you. The Nordegg Community Association is looking for the support of Clearwater County in Three areas related to garbage in the Nordegg region.

1. Clearwater County to help cover the cost of the bin rental and pick up service (\$1368.42) for two garbage bins for July to October 1. One Recycle Bin (\$135.57) for July to October 1. The total cost is \$1506.99
2. Clearwater County staff check the area the bins are placed two times daily and help maintain a clean area.
3. Approval to place the bins in the new public parking area. We did start by placing them here on June 30th, with the assumption of support from Clearwater County.

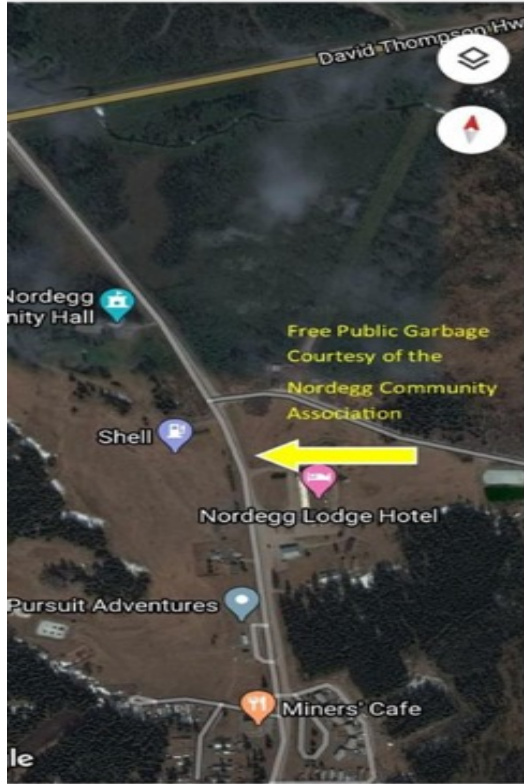
We are hoping these bins help reduce the garbage, we are seeing all over Nordegg and into the west country.

The Nordegg Community Association thanks you for your support and await your response.

Nick Frank

President

Nordegg Community Association



Nick Frank ▶ **This is my Nordegg -Advocating for the continued Public Land Use Zone**

6h · 🌐

FREE PUBLIC GARBAGE NOW IN NORDEGG

Show Attachment

👍❤️ 51

8 Comments 10 Shares

👍 Like

💬 Comment

➦ Share





Nordegg Community Association

Financial Statements

October 31, 2019

Nordegg Community Association
Index to Financial Statements
As at October 31, 2019

Financial Statements

Auditor's Report	1
Statement of Financial Position	2
Statement of Operations	3
Statement of Cash Flows	4
Notes to Financial Statements	5 – 8

Auditor's Report

Report of Financial Statements

We have audited the accompanying financial statements of Nordegg Community Association, which comprises of the statement of financial position as at October 31, 2019 and the statements of operations and fund balances, and statement of cash flows for the year ended October 31, 2019, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.


Auditors' responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. Canadian generally accepted auditing principles require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.


Our audit included reviewing supporting documentation regarding the amounts and disclosures in the financial statements.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Nordegg Community Association as at October 31, 2019 and the results of its operations and its cash flows for the year ended in accordance with Canadian accounting for not-for-profit organizations.



Jennifer Davidson



Nancy Vermette

Nordegg, Alberta

Dated: JAN 6/2020

Nordegg Community Association
Statement of Financial Position
As at October 31, 2019

2019

	Discovery Park	Library	NCA Operations	Total
Assets				
Current Assets				
Cash	\$ 42,543.78	14,799.29	48,394.30	105,737.37
Accounts Receivable	0	0	0	0.00
Prepaid Expenses		53.79		53.79
Total Current Assets	42,543.78	14,853.08	48,394.30	105,791.16
Fixed Assets				
Buildings - Community Hall			80,922.71	80,922.71
Discovery Park	333,143.24			333,143.24
Community Stage			3,800.91	3,800.91
Furniture and Equipment		575.77	22,755.02	23,330.79
Accumulated Depreciation	(46,886.86)	(521.79)	(23,025.21)	(70,433.86)
Total Fixed Assets	286,256.38	53.98	84,453.43	370,763.79
	328,800.16	14,907.06	132,847.73	476,554.95
Liabilities and Net Assets				
Liabilities				
Current				
Accounts Payable	0.00	0.00	745.52	745.52
Total Accounts Payable	0.00	0.00	745.52	745.52
Total Current Liabilities	0.00	0.00	745.52	745.52
Net Assets				
Net Assets, beginning	340,814.00	17,927.00	128,408.93	487,149.93
Increase (decrease) current year	(16,762.69)	1,379.75	4,042.44	(11,340.50)
Total Net Assets	324,051.31	19,306.75	132,451.37	475,809.43
	\$ 324,051.31	19,306.75	133,196.89	476,554.95

Nordegg Community Association
Statement of Operations
For the Current Year Ended October 31, 2019

		2019		
Revenues	Discovery Park	Library	NCA Operations	Total
Donations	\$	107.30	3,344.45	3,451.75
Government grants		3,241.33	3,500.00	6,741.33
Fundraising		1,134.15	11,988.25	13,122.40
Rentals			4,622.00	4,622.00
Membership Dues			560.00	560.00
Interest	213.89		134.94	348.83
Other Revenue		656.00	5,276.72	5,932.72
Gifts in kind		1,443.22	6,529.00	7,972.22
		<u>213.89</u>	<u>6,582.00</u>	<u>35,955.36</u>
			<u>35,955.36</u>	<u>42,751.25</u>
Expenses				
Workers compensation		200.00		200.00
Bank charges	93.95	0.00	61.05	155.00
Stationary, printing and copier		0.00	38.25	38.25
Postage and mailings		0.00	25.07	25.07
Grants and charity			0.00	-
Books, subscriptions, reference		1,811.01		1,811.01
Advertising			116.48	116.48
Training			340.00	340.00
Supplies		0.00	431.37	431.37
Repairs and Maintenance			1,762.99	1,762.99
Power		1,244.70	2,425.68	3,670.38
Propane		1,452.81	3,091.96	4,544.77
Water and Bathrooms	1,680.00		200	1,880.00
Telephone and internet		68.53	50	118.53
Consumables		0.00	13,235.34	13,235.34
Nordegg Squeek			0.00	-
Event expenses			1,803.05	1,803.05
Insurance			1,075.75	1,075.75
Depreciation and amortization	15,118.63	53.98	6,382.76	21,555.37
Tax	84.00	371.22	873.17	1,328.39
		<u>16,976.58</u>	<u>5,202.25</u>	<u>31,912.92</u>
			<u>31,912.92</u>	<u>54,091.75</u>
Excess of revenues over expenses	\$	<u>(16,762.69)</u>	<u>1,379.75</u>	<u>4,042.44</u>
			<u>4,042.44</u>	<u>(11,340.50)</u>

Nordegg Community Association
Statement of Cash Flows
For the Current Year Ended October 31, 2019

2019

Increase (decrease) in cash and cash equivalents

Operating Activities	
Excess of revenues over expenses	(11,340.50)
Accounts Receivable	5,000.00
Prepaid Expenses	53.76
Accounts Payable	73.73
Net cash provided by Operating Activities	<u>(6,213.01)</u>
Investing Activities	
Purchase of capital assets	
Leasehold Improvements - Park	(183.75)
Stage	(813.76)
Sound System	(2,338.00)
Accum Depr - Building	2,867.33
Accum Depr - Furn and Equip	3,035.35
Accum Amort - Leasehold Imp.	15,600.19
Net cash provided by Investing Activities	<u>18,167.36</u>
Net cash increase for period	11,954.35
Cash at beginning of period	93,783.02
Cash at end of period	<u>105,737.37</u>

Nordegg Community Association
Notes to the Financial Statements
As at October 31, 2019

1. Purpose of Operations

Nordegg Community Association was incorporated on October 4, 1978 under the Societies Act of Alberta as a Not for Profit organization. The objectives of the society are to provide facilities and equipment for the recreation of the members and promote opportunity for social activities, education and encourage community involvement. The Association carries out these objectives by staging various community events and operating the community hall, the Discovery Park and outdoor skating rink, and the Nordegg library.

2. Significant Accounting Policies

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and within the framework of the significant accounting policies summarized below:

A) Revenue recognition

The Association follows the Restricted Fund method of accounting for contributions.

Unrestricted contributions are recognized as revenue in the NCA Operations fund in the year in which they are received or receivable. Restricted contributions are recognized as revenue in the year in which they are received for either the Library fund or the Discovery Park fund. Investment revenue is recognized as earned.

B) Capital assets and amortization

Capital assets are recorded at cost. Contributed capital assets are recorded at their estimated fair value at the date of contribution. The rates applied to write off the costs of capital assets over their estimated lives are as follows:

Building	4% declining balance
Furniture and appliances	20% declining balance
Computers and printers	50% declining balance

C) Use of estimates

In preparing the Association's financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and reported amounts of revenue and expenses during that period. Actual results could differ from these estimates.

D) Donations-in-kind

The Association records donated goods and services as revenue in those cases where:

- the Association controls the way they are used;
- there is a measurable basis for arrival at fair value; and
- the goods and services are required for operations, which would normally be purchased and paid for, if not donated.

The Association's programs also benefit from substantial services in the form of volunteer time, and receives donations of small items and goods that have not been reflected in these financial statements.

E) Financial instruments policy

Financial instruments consist of cash, receivables, payables and accruals. Financial instruments are recorded at fair value on initial recognition. The Association assesses for impairment on an annual basis. Transaction costs are expensed when incurred. It is management's opinion that the Association is not exposed to significant interest, currency or credit risk arising from these instruments.

F) Income taxes and GST

The Association is a non-profit organization that is exempt from tax under Section 149(1)(l) of the Income Tax Act. Tax receipts are not issue for donations.

The Association does not charge or collect GST on services it provides. GST Paid on capital expenditures is booked to the appropriate capital account. GST paid on general operations is booked to GST Expense.

Nordegg Community Association
Notes to the Financial Statements
As at October 31, 2019

3. Property and equipment

	Cost	Depreciation	Net Book Value
Building	80,923	12,107	68,816
Party Tent	7,130	3,845	3,285
Refrigerator and coolers	2,000	819.2	1,181
Stage	3,801	1258	2,543
BBQ	10,000	4,240	5,760
Bar and Sign	787	311	476
Stoves	500	212	288
Brother printer	576	522	54
Discovery Park	333,143	46,887	286,256
Sound System	2,338	234	2,104
	441,197	70,434	370,763

4. Outdoor Discovery park

In March 2016, the Association received a Community Facility Enhancement Program Grant of \$125,000 from Alberta Culture and Tourism to be used exclusively in the construction of an Outdoor Discovery Park in the town site of Nordegg. This grant was completely utilized during 2018 and all required documentation filed, so is no longer tracked.

In February and May 2016, the Association received a total of \$100,000 from Clearwater County as a municipal grant to be used for the construction of the Discovery Park. This grant was completely utilized during 2018 and all required documentation filed, so is no longer tracked.

Due to insurance and liability issues, the Association and Clearwater County have negotiated a lease and operating agreement that will allow the Association to construct and operate the park, while the County will retain ownership, and provide insurance and maintenance. No rentals were received during the year ended October 31, 2019, so lease payments owing to Clearwater County is \$0.

For these financial statements, all expenses incurred to date on the park construction have been booked to Leasehold Improvements, and will be amortized over the life of the lease (10 years).

Nordegg Community Association
Notes to the Financial Statements
As at October 31, 2019

5. Fund Balances

	Opening Balance, Nov 1, 2018	Increase (decrease) in Net Assets	Closing Balance, Oct 31, 2019
Library	17,927	1,380	19,307
Discovery Park	340,814	(16,763)	324,051
Operations	128,409	4,042	132,451
	487,150	(11,341)	475,809

6. Economic Dependence

Nordegg Community Association is dependent on funding from grants, donations and fundraising for most of its revenue. In 2019, 73% of revenue (88% in 2018) is attributed to grants, donations and fundraising. If funding is not received or fundraising is not successful, operations would be significantly reduced.

Nordegg Community Association
Profit & Loss Forecast Overview
 July 2020 through October 2021

	<u>Jul 20</u>	<u>Aug 20</u>	<u>Sep 20</u>	<u>Oct 20</u>
Ordinary Income/Expense				
Income				
4000 · Revenue - Direct Contributions				
4010 · Individual Contributions	0.00	0.00	300.00	0.00
4020 · Corporate Contributions				
Total 4000 · Revenue - Direct Contributions	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>
4100 · Donated Goods & Service Revenue				
4130 · Gifts in Kind - Services				
4140 · Gifts in Kind - Goods	0.00	0.00	0.00	0.00
Total 4100 · Donated Goods & Service Revenue	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
4200 · Revenue from Grants				
4230 · Municipal Grants				
Total 4200 · Revenue from Grants				
4400 · Fundraising Revenue				
4410 · 50/50 Sales				
4411 · Draw Prize revenue				
4415 · Concession Sales				
4420 · Bar Sales			1,000.00	
4430 · Poker Rally			5,000.00	
4440 · Book and Garage Sales				
4441 · Christmas in October	0.00	0.00	0.00	700.00
4460 · Boardwalk Plank Purchases				
Total 4400 · Fundraising Revenue	<u>0.00</u>	<u>0.00</u>	<u>6,000.00</u>	<u>700.00</u>
5100 · Hall Revenue				
5110 · Hall Rental	400.00	0.00	400.00	0.00
Total 5100 · Hall Revenue	<u>400.00</u>	<u>0.00</u>	<u>400.00</u>	<u>0.00</u>
5150 · Discovery Park Rental Income				
5200 · Membership Dues	0.00	0.00	0.00	0.00
5300 · Investments				
5310 · Interest - Savings/ST Invest	20.00	20.00	20.00	20.00
Total 5300 · Investments	<u>20.00</u>	<u>20.00</u>	<u>20.00</u>	<u>20.00</u>
6800 · Other Revenue				
Bottle Returns	500.00	500.00		
Fines Collected	0.00	0.00	0.00	0.00
Highway Cleanup			1,000.00	
Movie Nights	0.00	0.00	0.00	0.00
Nordegg Squeek	30.00	0.00	0.00	0.00
Printing	0.00	0.00	0.00	0.00
Propane and GST Rebate	0.00	0.00	0.00	0.00
Total 6800 · Other Revenue	<u>530.00</u>	<u>500.00</u>	<u>1,000.00</u>	<u>0.00</u>
Total Income	<u>950.00</u>	<u>520.00</u>	<u>7,720.00</u>	<u>720.00</u>
Gross Profit	950.00	520.00	7,720.00	720.00
Expense				
7250 · Workers Compensation				

Nordegg Community Association
Profit & Loss Forecast Overview
 July 2020 through October 2021

	<u>Jul 20</u>	<u>Aug 20</u>	<u>Sep 20</u>	<u>Oct 20</u>
8100 · General Operations				
8110 · Bank Service Charges	6.00	6.00	6.00	6.00
8112 · Stationary, Printing and Copier				
8113 · Postage, Mailing Service	0.00	0.00	0.00	0.00
8120 · Grants, Charity Contributions				
8211 · Books, Subscriptions, Reference	0.00	0.00	0.00	0.00
8212 · Advertising Expense				
8213 · Library Supplies				
8260 · Repair and Maintenance (Outdoor Rink 2020)	0.00	35,000.00	5,000.00	0.00
8270 · Utilities				
Power	250.00	400.00	300.00	285.00
Propane	0.00	1,300.00	0.00	0.00
Water and Bathrooms	0.00	0.00	0.00	0.00
Garbage bins	965.00	965.00	965.00	
Total 8270 · Utilities	<u>1,215.00</u>	<u>2,665.00</u>	<u>1,265.00</u>	<u>285.00</u>
Total 8100 · General Operations	<u>1,221.00</u>	<u>37,671.00</u>	<u>6,271.00</u>	<u>291.00</u>
8114 · Telephone and Internet				
8400 · Event Expenses				
Consumables				
Bar Supplies	0.00	0.00	400.00	0.00
Fireworks	0.00	0.00	0.00	0.00
Groceries				
Pop				
Prizes				
Sundry				
Total Consumables	<u>0.00</u>	<u>0.00</u>	<u>400.00</u>	<u>0.00</u>
Entertainment				
Event Licences	0.00	0.00	25.00	0.00
Total 8400 · Event Expenses	<u>0.00</u>	<u>0.00</u>	<u>425.00</u>	<u>0.00</u>
8700 · Carbon Tax	0.00	0.00	0.00	0.00
Total Expense	<u>1,221.00</u>	<u>37,671.00</u>	<u>6,696.00</u>	<u>291.00</u>
Net Ordinary Income	<u>-271.00</u>	<u>-37,151.00</u>	<u>1,024.00</u>	<u>429.00</u>
Net Income	<u>-271.00</u>	<u>-37,151.00</u>	<u>1,024.00</u>	<u>429.00</u>

Nordegg Community Association
Profit & Loss Forecast Overview
 July 2020 through October 2021

	<u>Nov 20</u>	<u>Dec 20</u>	<u>TOTAL</u> <u>Jul '20 - Dec '20</u>
Ordinary Income/Expense			
Income			
4000 · Revenue - Direct Contributions			
4010 · Individual Contributions	0.00	160.00	460.00
4020 · Corporate Contributions			0.00
Total 4000 · Revenue - Direct Contributions	<u>0.00</u>	<u>160.00</u>	<u>460.00</u>
4100 · Donated Goods & Service Revenue			
4130 · Gifts in Kind - Services			0.00
4140 · Gifts in Kind - Goods	0.00	180.00	180.00
Total 4100 · Donated Goods & Service Revenue	<u>0.00</u>	<u>180.00</u>	<u>180.00</u>
4200 · Revenue from Grants			
4230 · Municipal Grants			0.00
Total 4200 · Revenue from Grants			<u>0.00</u>
4400 · Fundraising Revenue			
4410 · 50/50 Sales			0.00
4411 · Draw Prize revenue			0.00
4415 · Concession Sales			0.00
4420 · Bar Sales		1,000.00	2,000.00
4430 · Poker Rally			5,000.00
4440 · Book and Garage Sales			0.00
4441 · Christmas in October	0.00	0.00	700.00
4460 · Boardwalk Plank Purchases			0.00
Total 4400 · Fundraising Revenue	<u>0.00</u>	<u>1,000.00</u>	<u>7,700.00</u>
5100 · Hall Revenue			
5110 · Hall Rental	150.00	0.00	950.00
Total 5100 · Hall Revenue	<u>150.00</u>	<u>0.00</u>	<u>950.00</u>
5150 · Discovery Park Rental Income			0.00
5200 · Membership Dues	200.00	200.00	400.00
5300 · Investments			
5310 · Interest - Savings/ST Invest	20.00	20.00	120.00
Total 5300 · Investments	<u>20.00</u>	<u>20.00</u>	<u>120.00</u>
6800 · Other Revenue			
Bottle Returns		500.00	1,500.00
Fines Collected	16.00	0.00	16.00
Highway Cleanup			1,000.00
Movie Nights	0.00	0.00	0.00
Nordegg Squeek	0.00	0.00	30.00
Printing	0.00	5.00	5.00
Propane and GST Rebate	0.00	500.00	500.00
Total 6800 · Other Revenue	<u>16.00</u>	<u>1,005.00</u>	<u>3,051.00</u>
Total Income	<u>386.00</u>	<u>2,565.00</u>	<u>12,861.00</u>
Gross Profit	386.00	2,565.00	12,861.00
Expense			
7250 · Workers Compensation			0.00

Nordegg Community Association
Profit & Loss Forecast Overview
 July 2020 through October 2021

	<u>Nov 20</u>	<u>Dec 20</u>	<u>TOTAL</u> <u>Jul '20 - Dec '20</u>
8100 · General Operations			
8110 · Bank Service Charges	6.00	6.00	36.00
8112 · Stationary, Printing and Copier			0.00
8113 · Postage, Mailing Service	11.00	0.00	11.00
8120 · Grants, Charity Contributions			0.00
8211 · Books, Subscriptions, Reference	0.00	306.00	306.00
8212 · Advertising Expense			0.00
8213 · Library Supplies			0.00
8260 · Repair and Maintenance (Outdoor Rink 2020)	300.00	110.00	40,410.00
8270 · Utilities			
Power	320.00	306.00	1,861.00
Propane	1,700.00	0.00	3,000.00
Water and Bathrooms	0.00	0.00	0.00
Garbage bins			2,895.00
Total 8270 · Utilities	<u>2,020.00</u>	<u>306.00</u>	<u>7,756.00</u>
Total 8100 · General Operations	<u>2,337.00</u>	<u>728.00</u>	<u>48,519.00</u>
8114 · Telephone and Internet			0.00
8400 · Event Expenses			
Consumables			
Bar Supplies	0.00	400.00	800.00
Fireworks	0.00	1,300.00	1,300.00
Groceries		200.00	200.00
Pop			0.00
Prizes		100.00	100.00
Sundry			0.00
Total Consumables	<u>0.00</u>	<u>2,000.00</u>	<u>2,400.00</u>
Entertainment			0.00
Event Licences	0.00	25.00	50.00
Total 8400 · Event Expenses	<u>0.00</u>	<u>2,025.00</u>	<u>2,450.00</u>
8700 · Carbon Tax	0.00	105.00	105.00
Total Expense	<u>2,337.00</u>	<u>2,858.00</u>	<u>51,074.00</u>
Net Ordinary Income	<u>-1,951.00</u>	<u>-293.00</u>	<u>-38,213.00</u>
Net Income	<u>-1,951.00</u>	<u>-293.00</u>	<u>-38,213.00</u>

CAO's REPORT

July 14, 2020

1. Following discussion from Council's June 16 COVID-19 Economic Workshop Recovery, Communications Department developed various messaging strategies to promote new business development and support existing businesses within the County. Communications plans include:
 - Finalizing production of three animated videos that promote Clearwater County and its economic development strategy.
 - Interviewing local business owners/entrepreneurs on their success stories and reasons for, and benefits of, operating a business in the County.
 - Including economic development educational pieces and business support links in the *Clearwater County Highlights* newsletter.
 - Redesigning the County website to expand capabilities for business registration and information sharing with the Economic Development Officer.

Council will be notified as plans are completed.

2. West Central Justice Alberta Committee is pleased to inform Council that the Committee signed a space user agreement with Mountain Rose Women's Shelter Association. The Committee also thanks Council for the opportunity to inform them of the Committee's work and submitted the attached brochure for additional information.

3. The Government of Alberta [is currently seeking input from stakeholders and the public](#) to inform the development of the *Alberta Infrastructure Act*, as well as a 20-year strategic capital plan for provincial infrastructure. The act is expected to be introduced in the fall 2020 legislative session, and the capital plan is expected to be released in early 2021.

The act will provide an outline of how government will prioritize capital spending, while the plan will anticipate future infrastructure needs. Infrastructure addressed in the process will include:

- Schools, universities, and colleges
- Healthcare facilities
- Roads and bridges
- Rural broadband and irrigation projects
- Infrastructure that supports natural resource development

Input into the act and capital plan can be provided through the completion of an [online survey](#) or through a written submission to infras.engagement@gov.ab.ca. The deadline to complete the survey or provide a written submission is **August 10, 2020**.

4. As Council is aware, development of a Clearwater Regional Fire Rescue Services Fire Services Master Plan kicked off on July 8. The master plan will provide an

overarching/future roadmap for the regional fire service to address community needs and will cover the following key areas:

Emergency Fire Rescue Response – review of response requests and response times in comparison to the requirements as outlined by industry standards, service levels and manpower.

Facilities – provide a geographical plan related to fire station locations to support the community for response, including firefighter training.

Committees Plan – provide a review and recommendations to minimize redundancy and support efficiencies with existing internal committees (Apparatus & Equipment, Life Safety, Apparel, Member Engagement Committee).

Apparatus Plan – provide an apparatus plan for replacement and asset management for key apparatus for the service, considering recommendations outlined by the NFPA, industry standards and FUS reports.

Mutual Aid Review – review of existing mutual aid agreements, fire service protection agreement and provide a plan for updating such agreements.

Fire Prevention Public Education Plan – provide a review of public fire and life safety activities to ensure region meets or exceeds legislation and industry standards.

Administrative Review – a review of administrative workflow to support CRFRS and identify improvement opportunities.

Insurance Underwriters Review – a review of current FUS and the development of a cost-benefit analysis of the fire service and impact on insurance underwriters' ratings.

Clearwater County contracted BEHR Integrated Solutions to complete the Master Plan and during the plan's development, consultants will be information gathering and conducting stakeholder interviews. The master plan is expected to be finalized by mid-October.

For governance level stakeholders, BEHR has requested one-on-one (virtual) interviews with Reeve/Mayors, as well as one Councillor from each of the municipalities in the regional partnership. Administration requests that Council appoint Reeve Hoven and one member of Council to participate on their behalf in the upcoming Fire Service Master Plan stakeholder interviews.

July 14th, 2020

Public Works Report

1. Gravel Roads

All 13 Clearwater County Beat Graders continue to work through each beat, mitigating areas of worry, as needed. During the month of June, operators were able to work, each of their beats, for an average of 19 out of a possible 30 days, anywhere from four to 12 hours per day, depending on weather. Two additional contract Grader Operators have been brought on to assist with high priority areas concentrating on soft and rutted roads.

The Summer Gravel program is currently coming out of the Irwin Gravel Pit and is focusing on roads in the Dovercourt area. The Patch Graveling program is utilizing the aggregate within the Martin Gravel Pit and is currently focusing on mending roads in the North and West part of Clearwater County while also tending to ratepayer concerns.

2. Surfaced Roads

Patching, on Surfaced Roads and SB90 dust suppressions, has begun and will continue, as weather permits, on an as-needed basis.

The calcium chloride dust suppression program began on June 12. The private contracts were completed on June 25. The high maintenance program began on June 26 and is expected to be completed the week of July 20. The SB-90 dust suppression program had been on hold due to weather. Crews attempted to start the program on June 23 and were delayed again. Work will continue as the weather permits.

The crack sealing, of surfaced roads, began on June 3. To date, crews have completed crack sealing on Alhambra Road (including Bunch), Rainbow Ford Road, 752 Access Road, Historic Site Road and Arbutus Road. Crews also completed crack sealing on the road, the parking lot and the pathway, within the National Historic Park.

Line painting is anticipated to begin upon completion of the crack sealing program.

3. Maintenance

Northside Construction Partnership, the contractor for the replacement of approximately 380 metres of Priority 1 Sanitary Collection Mains, within the Hamlet of Condor, started construction on May 25th, 2020. Construction is scheduled to last 32 working days, weather dependent. **Border Paving** began relaying asphalt and repairing areas of concern, as needed.

Pidherney's has begun the completion of the Condor Lagoon Upgrades. Work to be completed, but not limited to, the installation of the new liner within the lagoon storage cell and landscaping. Work expected to be completed, weather dependent, by July 31, 2020.

The installation of a new Bulk Water Station, within the Hamlet of Nordegg, has been completed. The building was installed on June 15th, 2020. The old Bulk Water outlet is to be decommissioned by July 15th, 2020.

Pearl Rose Construction Ltd. Is scheduled to start construction on BF 09293, located on Range Road 4-3 (Wall Street), the week of July 13th, 2020, weather dependent. Construction completion date is August 31st, 2020.

Project tender, for the replacement of BF78254 (NE 15-38-14W5M), on North Fork Road, has closed. All bids are currently being reviewed.

County Gravel pits are being assessed and evaluated for potential aggregate operations which include reclamation, mining and crushing. **Stewart Construction** has completed the crushing of aggregate within the Burnstick Aggregate Pit.

Two local municipal infrastructure bridge projects, BF08195 (located North of Hwy 12 on Twp. Rd. 41-0, just west of Bingley Road at SE-2-41-6-W5M) and BF09155 (located South of Hwy 11, on RR 5-4, just south of Twp. Rd. 38-4 at NW-21-38-5-W5M), will be partially funded (75%) under the Local Road Bridge component of Alberta Transportation's Strategic Transportation Infrastructure Program (STIP) for a total funding to a maximum of \$1,242,750.

Work has begun on the repair of the North Fork Road (see point # 12). Costs to be tracked with funding anticipated to be allocated from contingency.

4. Rocky Mountain Regional Solid Waste Authority

Tetra Tech Canada Inc. has begun the engineering for design of the Landfill Cell 2 development. Construction of the Cell 2 anticipated to be completed by end of November 2020.

5. Gravel Road Rehabilitation

Construction Foremen continue with Spring Road Assessments as roads are showing weak areas from moisture slowly coming out of road grade. Foreman have approximately 95% of road assessments completed.

Crew has started on Twp. 41-2, west of Hwy 22 (Frisco Pit Road) with rehabilitation construction. Crew has approximately 700m roughed in of the remaining 800m left. Erosion mitigation and ditch cleanup continues when ground conditions permit.

Crew has begun work on Range Road 6-0, south of Township Road 36-0 for 3200m. Crew has approximately 2800m roughed in with a short 400m section north of the bridge remaining.

Shoulder Pull crew has completed work on Twp. Rd. 41-5A from SH 761 to RR 6-0. Crew has started on Twp. Rd. 42-0 from RR 6-0 to RR 6-3 for 4800m. Crew has approximately 1000m completed as they deal with many soft areas in this section of road.

Crew on Twp. Rd. 36-0 has completed 1600m of subgrade re-compaction working west of Burnstick Lake Road (RR 6-3) towards Range Rd. 7-0.

6. Base Pave

The Speight Road (Twp. 39-0) grading contractor Iron Stone Services Ltd. is underway stripping right of way. The base pave project for the Taimi Road (RR 6-5) started construction June 18th, 2020 with Pidherney's beginning at the south limit of the project and working north. Subgrade prep is completed to the south bank of Lasthill creek.

1st lift base course is completed to Twp. Rd. 40-3 with 2nd lift base course completed to approximately 800m south of 1st lift.

Asphalt has begun with approximately 1600m of bottom lift completed in the west(southbound) lane north of the south limit of the project.

7. Asphalt Overlay

A pre-construction meeting was held June 25th, 2020 with WSP, Border Paving Ltd. Site works began July 6th, 2020, with Border Paving Ltd. assembling the asphalt plant. Road work is scheduled to begin as soon as weather permits.

Watt Consulting continues with the construction on the legal survey RFP for Sunchild Road. Construction began July 8, 2020 and be completed October 3, 2020.

8. Nordegg Historic Commercial Core

The new water fill station is in service. The power and water for the old water fill station has been disconnected and will be demolished.

A.I.C. has placed pit run on all the roads (Center Street, Tillie Avenue, Cherie Avenue),

Concrete is scheduled to be poured on Monday.

All catch basins have been installed.

All culverts have been installed.

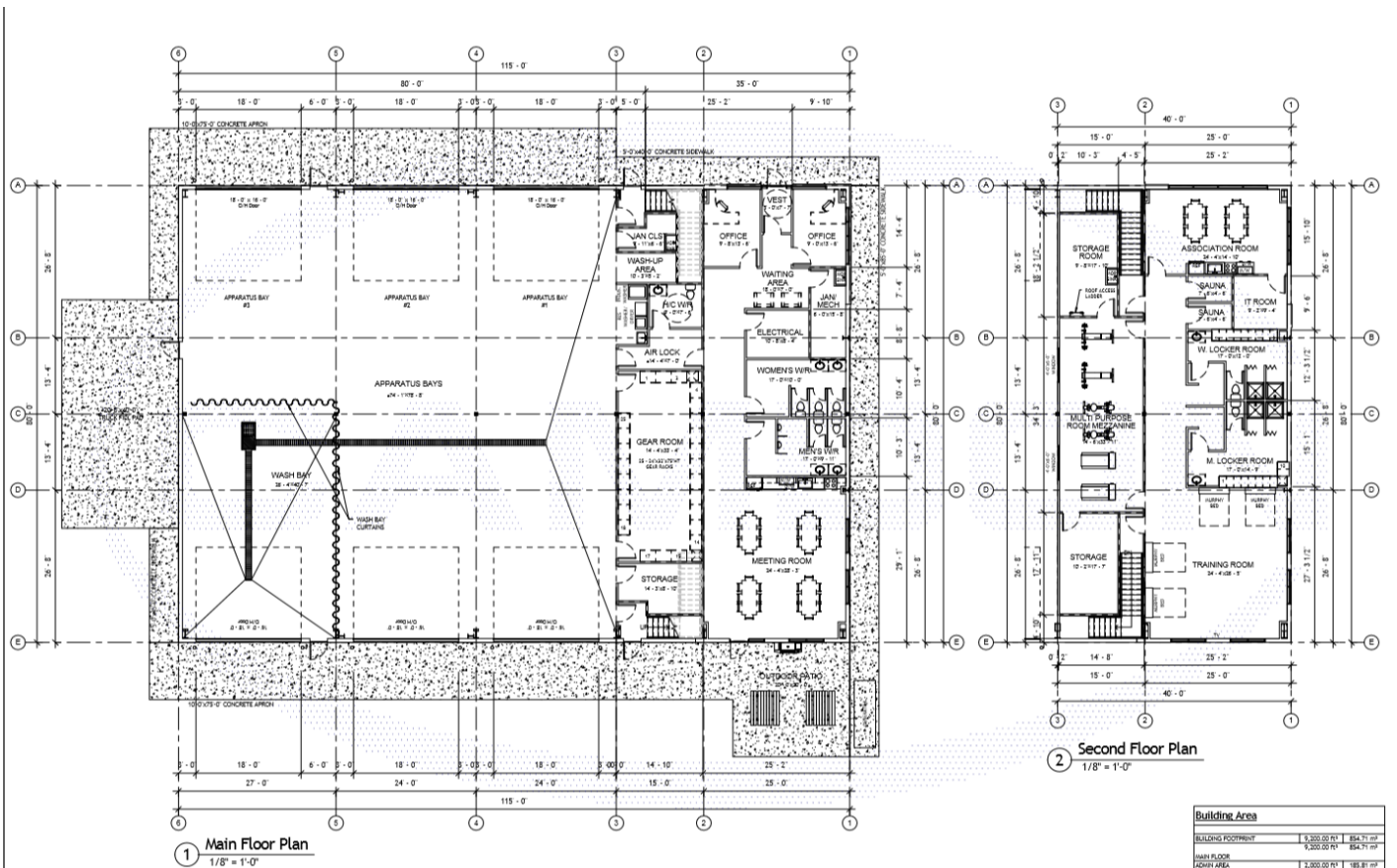
A.I.C. has 4 services left to install.

9. Administration Building Renovations

The damaged wall board replacement is underway due to the water damage identified in the basement from recent and historic rain events.

10. Leslieville Public Services

Pidherney's continues to work on the site grading but progress has been slowed due to inclement weather. This work includes grading and site development for approximately 19 acres, construction of the storm/ fire pond, west access road and the majority of the chain link fencing.



Staff are continuing to work with Ledcor and our project manager to finalize the design of the building layout through consultation with Regional Fire.



11. Caroline Hub Parking Lot

East Butte trucking, the awarded contractor for the project, has given a new tentative start date of between July 30 and Aug 7, 2020.

12. Northfork Road (Km 64)

On July 7th, 2020 the Northfork Road closed due to a washout. Both signs and barricades are up for public safety. Crew has begun reconstruction of road along with erosion mitigation.





15. Shovel Ready Projects

On April 9th, 2020 Minister Madu from Alberta Municipal Affairs announced a stimulus plan, funding municipality with their shovel ready capital projects. County staff compiled a list of projects that was sent as a formal letter to Municipal Affairs on April 24th, 2020.

Alberta Municipal Affairs announced on June 19th, 2020 on starting stage one – considering only provincial strategic transportation and water treatment system projects. In the future (date to be announced), stage two will consider looking into municipality projects (per capita to use for economic projects).

Road Bans:

Clearwater County

4340 47 Ave Box 550
 ROCKY MOUNTAIN HOUSE, Alberta
 T4T 1A4
 Telephone (403) 845-4444 Fax (403) 845-7330
 E-mail: publicworks@clearwatercounty.ca
 Website: www.clearwatercounty.ca



Order by the Vehicle Weights Committee of
 Clearwater County
Highway Order No. 02/20
 Defining Maximum Allowable Weights Permitted
 On Certain Municipal Roads

Pursuant to the Authority granted by the Minister of Transportation and Utilities under the Traffic Safety Act, the Vehicles Weights Committee orders that effective **12:00pm NOON, Wednesday June 10, 2020**,

Percentage Axle Weights for Highways are:

<u>HIGHWAY NO.</u>	<u>LOCATION</u>	<u>% AXLE WEIGHTS</u>
Arbutus Rd RR 6-3 & 6-1	From Hwy #11 to Butte Hall Rd	100%
Airport Road Access	From One Mile north of TWP Rd 40-0 to Airport	100%
Alhambra Rd RR 5-4	From Hwy #11 to SH598	100%
Beaver Flats Rd RR 6-0	From Hwy #598 to Hwy #12	100%
Bunch Road Rge Rd 5-4	From Hwy #598 North to Twp Rd 40-0	100%
Burnstick Lake Rd RR 6-3	From Hwy #54 to 9 km South	100%
Caroline North RR 6-1	From Hwy #54 North 10.5 kms to Butte Hall Rd Twp Rd 37-3	100%
Caroline South Rd RR 6-1	From the Village of Caroline South to extension of #587	100%
Cougar Ridge Twp Rd 38-5	From Hwy #752 East ¼ mile Cougar Ridge Access Rd & Subdivision	100%
Crimson lake access	From Hwy #756 West 1.6 km	100%
Crammond Rd TWP RD 35-4	From Hwy #22 East for 8 km	100%
Everdell Rd RR 7-3	From Prairie Creek (Hobbs) Road North to Hwy #752	100%
Golf Course Rd TWP RD 39-5	From Hwy #11A East to the golf course	100%
Greenwood Way, Cul-de-sac	Gravel-Greenwood Way entrance off RR 6-4 - Entire Cul-de-sac	50%
James River Rd RR 5-3	From James River Store on Hwy #587 South to Bridge	100%
Oras Rd RR 6-3	From Junction Hwy #11 North to Hwy #12	100%
Rainbow Ford Rd TWP RD 39-3	From Town/County Boundary East to the Taimi Road	50%
Red Deer River Access Rd	From County Boundary West for 10 km	100%
Wall Street Rd RR 4-3	From Hwy #11 South to County Boundary	100%
Withrow Rd RR 4-3	From Hwy #11 to Rainy Creek Road	100%
Dead End Gravel Road TWP RD 40-4	Gravel - From NE Corner of 20-40-8-W5 West to end of road	50%

This order remains in effect until further notice.

NOTICE: This is an information service only. It is your company's responsibility to keep updated on Road Bans.

Date June 10 / 2020


 Erik Hansen
 Director, Public Works
 Infrastructure

Erik Hansen, Kurt Magnus, Directors, Public Works



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Timothy Hoven
Date:	May 31 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

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

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

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
5/4	MA Conference Call	X					
5/6	AHS Conference Call	X					
5/7	Public Hearing Test						
	Airport Committee	X					91
5/8	MLA Conference Call	X					91
5/11	Public Hearing Test						91
5/12	Council Meeting				X		91
5/15	MDP Review	X					91
	Negotiation Committee						
	SPOG Conference Call		X				
5/19	MDP Review	X					91
5/20	MA Conference Call	X					
5/21	Negotiation Committee	X					91
5/26	Council				X		91

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Remuneration Calculation (for office use only)							
1	Meetings @ 94.00 =	—		728	First 5000 Kms @ \$0.59 =	429.52	
8	Meetings @ 174.00 =	1392.00			Over 5000 Kms @ \$0.53 =		
1	Meetings @ 137.00 =	137.00			Lunch @ 16.00 =		
2	Meetings @ 311.00 =	622.00					
	Supervision =	2075.00					
TOTAL =		4226.00				TOTAL =	429.52

PAID



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Timothy Hoven
Date:	June 30 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

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

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

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
6/3	Grad Message	1					91
6/8	Caroline Library	1					
6/9	Council				1		121
	Caroline Ag Society	1					
6/12	Mayor/Reeve Meeting	1					91
6/14	Strategic Planning	1	1				91
6/15	Workshop- Covid	1					91
6/19	Grad Message						91
	MDP Review	1	1				
	CRFRS Event			1			35.8
6/22	MDP Review	1					91
6/23	Council				1		91
6/26	Meeting With minister Nixon	1					91
	CA Mayors and Reeves Meeting		1				
6/30	Workshop	1					91

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Remuneration Calculation (for office use only)			
	Meetings @ 94.00 =		724.80
10	Meetings @ 174.00 =	1740.00	251
4	Meetings @ 137.00 =	548.00	
2	Meetings @ 311.00 =	622.00	
	Supervision =	2075.00	
TOTAL =		4985.00	
	First 5000 Kms @ \$0.59 =		427.63
	Over 5000 Kms @ \$0.53 =		133.03
	Lunch @ 16.00 =		
TOTAL =			560.66

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Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	Michelle Swanson
Date:	
Signature (Councillor / Board Member):	

PAYMENT PERIOD

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

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

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
May 4	RMA (Zoom Mtg)	✓					-
May 6	Rec Board (Zoom mtg)	✓					-
May 8	RMA (Zoom mtg)	✓					-
May 12	Council Meeting				✓		26
May 13	EDA Webinar: Film Industry						-
May 14	ATB Webinar:						-
May 14	Count Women In Webinar						-
May 15	Council MDP Review	✓					26
May 19	Council MDP Review	✓					26
May 20	MPC	✓					26
May 21	13 Ways Webinar						-
May 21	RDRMUG Zoom mtg	✓					-
May 26	Council Mtg				✓		26

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Remuneration Calculation (for office use only)							
	Meetings @ 94.00 =			130	First 5000 Kms @ \$0.59 =	76.70	
7	Meetings @ 174.00 =	1218.00		0	Over 5000 Kms @ \$0.53 =	0	
	Meetings @ 137.00 =			0	Lunch @ 16.00 =	0	
2	Meetings @ 311.00 =	622.00					
	Supervision =	1116.00					
	TOTAL =	2,956.00					TOTAL = 76.70

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pg. 1 of 2

Councillor and Board Member 2020 Remuneration Statement

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

PAYMENT PERIOD

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

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

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
June 1	CREMA	✓					26
June 3	Rec Board (Zoom Mtg)	✓					
June 3	EDA Webinar: Broadband						
June 3	RLC Webinar: Zoom 3						
June 5	3 rd Action: The Great Disconnect						
June 9	Council Meeting				✓		26
June 10	EDA Webinar: Agriculture						
June 11	C2C Webinar: Preston Manning "Do Something"						
June 12	RMA/AUMA Webinar: Relaunch Phase Two						
June 15	Strategic Planning	✓	✓				26
June 16	COVID Workshop	✓					26
June 16	Leslieville Public Services Bldg (Shovel Dig)		✓				
June 19	Council MDP Review	✓					26
June 21	National Aboriginal Day Parade	✓					26
June 22	Council MDP Review	✓					26

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Remuneration Calculation (for office use only)							
	Meetings @ 94.00 =			260	First 5000 Kms @ \$0.59 =	153.40	
10	Meetings @ 174.00 =	1740.00		0	Over 5000 Kms @ \$0.53 =	0	
2	Meetings @ 137.00 =	274.00		0	Lunch @ 16.00 =	0	
2	Meetings @ 311.00 =	622.00					
	Supervision =	1116.00					
	TOTAL =	3752.00			TOTAL =	153.40	

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Swanson June 2020 pg 2 of 2

Councillor and Board Member 2020 Remuneration Statement

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
June 23	Council Meeting				✓		26
June 24	CAEP AGM (Zoom mtg)	✓					
June 26	Council discussion with Jason Nixon	✓					26
June 26	Central AB Teleconference						
June 30	Council Remuneration Workshop	✓					26



Councillor and Board Member 2020 Remuneration Statement

Name of Councillor / Board Member:	John Vandermeer
Date:	June 15, 2020
Signature (Councillor / Board Member):	

PAYMENT PERIOD

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

Council Supervision Rate	\$1,105.00 / Monthly	1116.00
Reeve Supervision Rate	\$2,054.00 / Monthly	

Date	Type of Meeting Attended	First 4 Hours \$174.00	Next 4 Hours \$137.00	Next 4 Hours \$137.00	Regular Council Meeting \$311.00	Breakfast \$11/ Lunch \$16/ Supper \$21.50	Mileage (km)
7	CAEP - policies	X					
8	RMA virtual mtng	X					
12	Council				X		80
19	MDP review	X					80
20	CAEP Board	X					160
21	Mediation/negotiation	X					80
26	Council				X		80

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Remuneration Calculation (for office use only)							
—	Meetings @ 94.00 =	—		480	First 5000 Kms @ \$0.59 =	283.20	
5	Meetings @ 174.00 =	870.00			Over 5000 Kms @ \$0.53 =	/	
—	Meetings @ 137.00 =	—			Lunch @ 16.00 =	/	
2	Meetings @ 311.00 =	622.00					
	Supervision =	1116.00					
TOTAL		2608.00		PAID	TOTAL	283.20	