

**CLEARWATER COUNTY COUNCIL AGENDA**  
**January 8, 2019**  
**9:00 am**  
Council Chambers  
4340 – 47 Avenue, Rocky Mountain House, AB

**DELEGATIONS:**

**9:00 am Andrea Vassallo, Manager, Clearwater Regional Family & Community Support Services**

**9:20 am Brad Volkman, Superintendent and Mike Lundstrom, Director of Facilities and Maintenance, Wild Rose School Division**

**9:45 am Monica Ahlstrom, Vice President, Operations, Ahlstrom Air Ltd.**

**10:05 am Andrew Van Dirstein, Craig Bondy, and Phil Swanson, Missing Link Internet**

**A. CALL TO ORDER**

**B. AGENDA ADOPTION**

**C. CONFIRMATION OF MINUTES**

1. December 10, 2018 Special Meeting of Council Minutes
2. December 11, 2018 Regular Meeting of Council Minutes
3. December 17, 2018 Special Meeting of Council Minutes

**D. DELEGATIONS**

1. 9:00 am Clearwater Regional Family & Community Support Services
2. 9:20 am Wild Rose School Division
3. 9:45 am Ahlstrom Air Ltd.
4. 10:05 am Missing Link Internet

**E. PLANNING & DEVELOPMENT**

1. Visitor Information Centre Agreement

**F. PUBLIC WORKS**

1. Town of Rocky Mountain House Lagoon Summary Report December 2018

**G. CORPORATE SERVICES**

1. Deferral of Pre-receivership Tax Arrears
2. Council, Board and Committee Remuneration Policy Update

**H. MUNICIPAL**

1. Spring 2019 Central Rural Municipalities of Alberta Meeting

**I. INFORMATION**

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

**J. CLOSED SESSION\***

1. 10:35 am Ahlstrom Air Ltd. – Third Party Interest *FOIP s.16 – Disclosure Harmful to Business Interests of a Third Party*
2. 11:05 am Missing Link Internet – Third Party Interest *FOIP s.16 – Disclosure Harmful to Business Interests of a Third Party*

\* 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






**K. ADJOURNMENT**

***TABLED ITEMS***

<b><u>Date</u></b>	<b><u>Item, Reason and Status</u></b>
06/13/17	<b>213/17 identification of a three-year budget line for funding charitable/non-profit organizations' operational costs pending review of Charitable Donations and Solicitations policy amendments.</b>
09/11/18	<b>356/18 Signage Request for Nordegg North Subdivision pending information from Nordegg Community Association</b>
10/23/18	<b>434/18 Appointment of Alternate Citizens at Large to the Subdivision and Development Appeal Board</b>



## DELEGATION

<b>SUBJECT:</b> Andrea Vassallo, Manager, Clearwater Regional Family and Community Support Services		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Delegation	<b>WRITTEN BY:</b> Tracy Haight, Executive Assistant	<b>REVIEWED BY:</b> Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<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		

### STAFF RECOMMENDATION:

That Council receives the Clearwater Regional Family and Community Support Services Delegate's information as presented.

### BACKGROUND:






Andrea Vassallo, Manager, Clearwater Regional Family and Community Support Services (FCSS) will provide an update of FCSS services, operations and trends and answer questions from Council.

In brief, Family and Community Support Services is a legal partnership between the Province of Alberta and municipalities under which locally-driven preventive initiatives can be developed to enhance the well-being of individuals, families and communities.

FCSS is a unique 80/20 funding partnership between the Government of Alberta and participating municipalities. Provincially, the FCSS Program receives its mandate from the Family and Community Support Services Act and Regulation.



## DELEGATION

<b>SUBJECT:</b> Brad Volkman, Superintendent, and Mike Lundstrom, Director of Facilities and Maintenance, Wild Rose School Division		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Delegation	<b>WRITTEN BY:</b> Tracy Haight, Executive Assistant	<b>REVIEWED BY:</b> Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<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		
<b>ATTACHMENT(S):</b> PowerPoint - 'Wild Rose School Division Corridor Schools Capital Plan'		

### STAFF RECOMMENDATION:

That Council receives the 'Wild Rose School Division Corridor Schools Capital Plan' from Wild Rose School Division Delegation for information as presented.

### BACKGROUND:

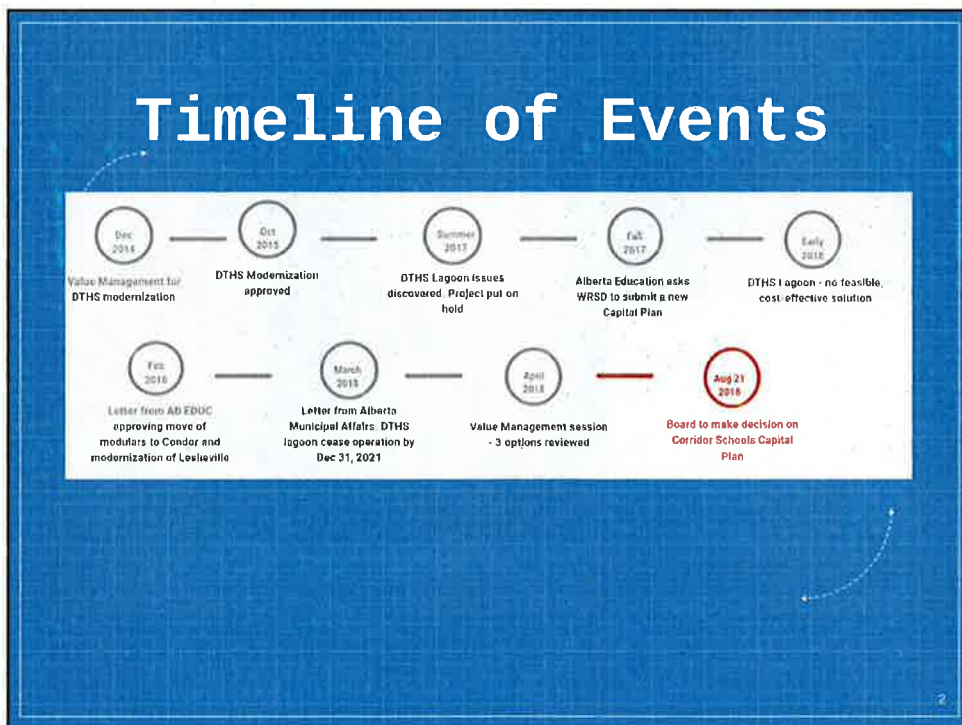
Brad Volkman, Superintendent, and Mike Lundstrom, Director of Facilities and Maintenance, Wild Rose School Division (WRSD) will provide an update on WRSD's proposed 'Corridor Schools Capital Plan' for Condor and Leslieville schools. They also would like to discuss the potential of partnering with Clearwater County on enhanced multi-purpose/joint use spaces in WRSD's proposed capital plan.

# Wild Rose School Division

## Corridor Schools Capital Plan


January 8, 2019

1



2

# Capital Plan Submission



- Modernize Condor - Kindergarten to Grade 6
- Replacement school for Leslieville - Grade 7 to 12
- Address the liability regarding the remediation of the existing sewage lagoon at David Thompson High School (deadline to close is by December 31st, 2021)

3

## What will the schools look like?

### Condor (modernization)

- Elementary school
- New spaces (e.g. Learning Commons, Servery)

### Leslieville (replacement)

- New high school
- New gym
- Modern CTS facilities

### Furniture & Equipment

Area	Items to be included from the quotation
Commons	Includes: - Office based work chairs - Office workstation equipment and soft seat and ergonomic supported - Flexible storage unit, flexible storage table, ergonomic storage - Ergonomic chairs, ergonomic support, ergonomic equipment, meeting equipment and printing equipment or systems - Light fixtures for stage lighting, sound system and general ambient lighting
Library	Includes: - 20 ergonomic bookshelves - Computer workstation tables, chairs - Book shelving system, graphics
Discovery	Includes: - Furniture educational program, educational software, software, software program, research table, research and writing materials
OTD	Includes: - Appliances, benches and large floor storage cabinet, eye - cabinet, work and furniture, storage, workstations, software, - electronic, administrative, power, work, desks, chairs, window blinds, - meeting room, work and equipment, by cabinet and storage system. Full - furniture range to equipment
Commons, Art, Music, Food and Cafeteria, ACS, Nurse	Includes: - Appliances, benches and large floor storage cabinet, eye - cabinet, work and furniture, storage, workstations, software, - electronic, administrative, power, work, desks, chairs, window blinds, - meeting room, work and equipment, by cabinet and storage system. Full - furniture range to equipment
Administrative, High School Staff Work Area	Includes: - Office equipment, graphics, work, workstations, or mobile - workstation and furniture, work and storage, chairs and tables
Library and Computer Lab	Includes: - Office, work, chairs, soft, furniture, table, meeting equipment, storage - and shelving
Servery	Includes: - Appliances

<b>Other Systems</b>	Includes: - Public address system, cable television, CCTV cameras, telephone system including cabling for all these systems
<b>Miscellaneous</b>	Includes: - Signage to identify teacher's name, free standing file signs and/or file message boards, book racks, stage drapery, stage lighting, hand dryers, paper based dispensers and disposal units, toilet paper dispensers, and soap dispensers

4

## How can we Partner Together?

Project: Community Library - estimated cost \$90K

Project: Larger Gym (190 sq. m. larger) - estimated cost \$720K

Project: Fitness Center - estimated cost \$75K

Project: Sports Field with Track - estimated cost \$500K

\* estimated costs for projects do not include operational costs

### Other potential projects:

- Raised stage (80m<sup>2</sup>)- estimated cost \$302K
- Dedicated community kitchen (90m<sup>2</sup>) - estimated cost \$340K
- Dedicated community storage (34m<sup>2</sup>) - estimated cost \$130K
- Larger gathering space at main entrance of school (20m<sup>2</sup>) - estimated \$76K
- Additional mechanical space for larger gym - approx. \$3,780/sq.m.
- Additional washroom space for larger community capacity - approx. \$3,780/sq.m.
- Additional circulation for larger rooms - approx. \$3,780/sq.m.

5

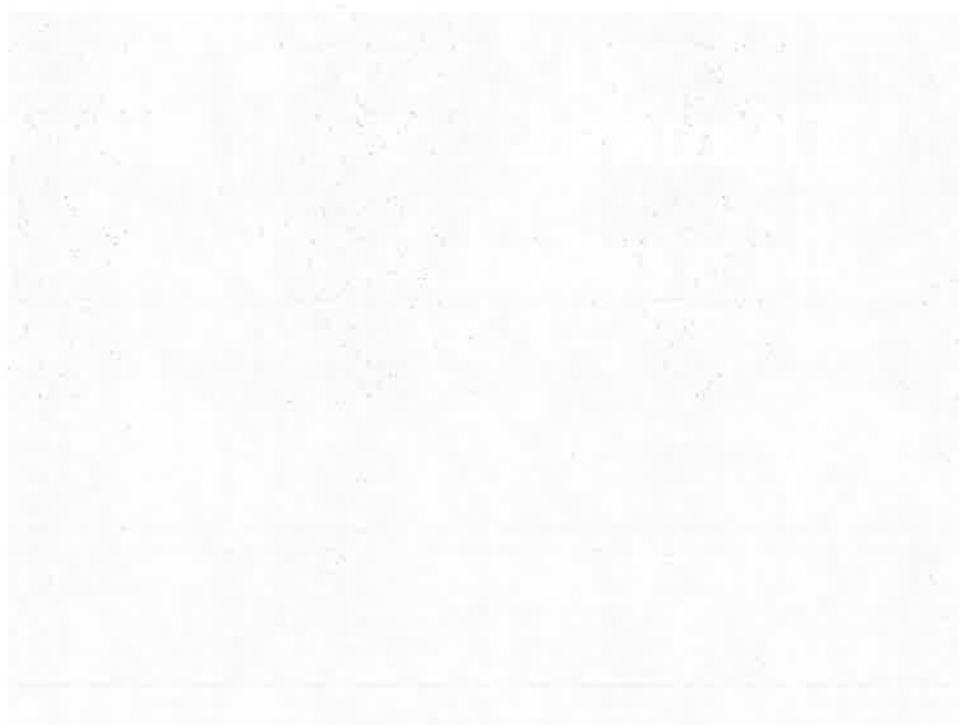
5

# Thanks!

## ANY QUESTIONS?

6






6







## DELEGATION

<b>SUBJECT:</b> Monica Ahlstrom, Vice President Operations, Ahlstrom Air Ltd.		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Delegation	<b>WRITTEN BY:</b> Tracy Haight, Executive Assistant	<b>REVIEWED BY:</b> Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<input checked="" type="checkbox"/>  Economic Prosperity <input checked="" type="checkbox"/>  Governance Leadership <input type="checkbox"/>  Fiscal Responsibilities <input checked="" type="checkbox"/>  Environmental Stewardship <input type="checkbox"/>  Community Social Growth		
<b>ATTACHMENT(S):</b> Presentation Summary		

### STAFF RECOMMENDATION:

That Council receives Ahlstrom Air Ltd. Delegate's information as presented.

### BACKGROUND:

Monica Ahlstrom, Vice President Operations, Ahlstrom Air Ltd. will provide Council with feedback on how the Government of Alberta's Bighorn Country proposal may affect Ahlstrom Air's operations.

## Ahlstrom Air Ltd

Summary for Council January 8, 2018

### Presenters

Monica Ahlstrom - VP Operations

Kyle Wadden – Operations Manager

[ahlstromair@xplornet.com](mailto:ahlstromair@xplornet.com)

403 721-2203

Ahlstrom Air Ltd. Is deeply concerned and opposed to the provincial governments Bighorn Country proposal. In short, if this proposal is implemented as written it will have severe consequences for our business as helicopters are not allowed to land in a provincial park or a provincial wildland park or recreation area. Currently, most of Ahlstrom Air's work occurs west of Highway 22, and more significantly west of the Sunchild Road most of our traditional work area will now be within the proposed parks.

Ahlstrom Air has been a part of the Nordegg and Clearwater County communities for over 22 years and is one of the few multi-million-dollar businesses currently operating out of Nordegg. Between ourselves and the other helicopter company currently working in the area, the possible economic loss as a result of the land use change, (from infrastructure and equipment alone), would be well over \$10,000,0000. This does not include plans for expansion and further capital investments. Revenue loss over the years would be significantly higher.

### Issues and concerns include:

- Ahlstrom Air Ltd is an "on demand" commercial helicopter charter company that has millions of dollars invested in aircraft, equipment and structures.
- These aircraft and infrastructure are located in Nordegg, Rocky Mountain House and Alhambra, and we have been safely and responsibly in operation since 1996.
- AAL is the only commercial aviation company in Rocky Mountain House and Nordegg, employing eight full time employees and a local student pursuing a career in aviation.
- "on demand" means we get a call, we go – we respond immediately. we are not a scheduled air service.
- We service all the above listed company either in the proposed Provincial Park areas, Recreation Areas, PLUZ or combination of. **There is no mention of helicopter operations in the proposal other than for tourism, which is not our main source of income.**
- The Alberta Provincial Parks Act clearly states that no aircraft are permitted to land or take off in a park or recreation area. It does not differentiate between park or wildland park.
- The proposal will financially impact many of our customers affecting which will also affect us.
- We are a critical link in emergency response environment, flying or supporting the RCMP, Rocky Mountain Rescue Team, Rocky Search and Rescue, Medevac, and disaster response.

- We are an immediate response resource- during Wildfire and urban interface fires.
- Over the decades of service, AAL has saved the Alberta taxpayer millions of dollars because of our location and immediate response.
- We are a strong supporter of the community of Rocky Mountain House and Nordegg and have had a permanent base here since 1997.
- STARS uses our base at Nordegg to receive patients from the ambulance service and gets fuel here when needed.
- The Canadian Military helicopters re-fuel at our Nordegg base when they are training in the area.
- Other helicopter companies refuel at our base and use it as an emergency location during times of poor weather and aviation emergencies.
- Search and rescue / mountain rescue teams train at our hangar facilities.
- We offer helicopter maintenance engineering support to other Alberta helicopter companies.
- The lack of clear regulations and policies that go along with this proposed legislation mean there is no guarantee that promises made now will not change.
- Ahlstrom Construction, our original parent company, has worked in the west country for over 52 years and this business will also be impacted.
- While being based out of Nordegg and now the Rocky Airport has allowed Ahlstrom Air to operate locally, it also means we incur the costs associated with not being located within a larger urban centre.
- It is disappointing that the provincial government has chosen to ignore the North Saskatchewan River Plan and the recommendations of the RAC. This process and model of land use and conservation is inclusive and allows for a buy in by both local and external groups interested in sound and proper oversight and management of the area.

On a more personal note Ray Ahlstrom and partners have two trap-lines in the area. Though there have been suggestions the traplines will not be affected, again there will be little recourse if the government changes its mind. Trapping is a significant historical use of this area and people have been coming to the area to trap commercially for over 200 years.

It is unfortunate that the messaging behind this proposal is that the area needs to be protected, when the truth is it is already one of the best managed and protected areas in the province, if not the country. What was missing was an adequate amount of funding to both enforce current laws and support the initiatives and public processes that have gone on in this area over the last few decades. In fact, there are very few problems in the west country that the province, County, volunteers, indigenous peoples and companies have not worked together to resolve. It is a strong working model that demonstrates the power of local government, organizations and companies coming together. Many countries in the world are moving toward this more inclusive model of land management.

This forward movement has all been accomplished despite the fact that the province has more or less, financially ignored the area for years. So now an injection of \$40 million by the province seems like a positive thing – but the accounts need to be balanced by the economic loss that will be incurred if this proposal is accepted. And yet, no economic studies on the impact of this proposal on this area and the on the county as a whole have been completed.

There have also been no environmental studies that have clearly shown the planned area is facing undue stress, and that the headwaters or any other natural resource is actually being

threatened under the current PLUZ system. The call for this park is built on emotion and political agendas, not factual based arguments.

Clearwater County will be giving up a massive amount of land and possible control under this initiative and once in place there are no guarantees that further restrictions will not be implemented by the province in either the proposed PLUZ or park areas. Another consideration is that these promises are being made by a government that may or may not be in power early next year, everything could change after an election and all promises withdrawn.

The County's frustration with a lack of commitment by the province on the west country over the last few decades and wanting a decision one way or the other is understandable. However, such an important decision should not be done in hast, without due process and it must not ignore past and ongoing planning initiatives that includes a robust consultation and a willingness to support the wishes of the majority. Again, it must also take into account and heavily weigh the economic impact that will come when business in the area are negatively affected and proposed inputs in funding must be calculated in relation to what may also be lost.

**Appendix A**

Section 16 Chapter P-35

PROVINCIAL PARKS ACT

**Aircraft**

**16** A person shall not take off or land an aircraft in a park or recreation area except

(a) where allowed to do so by a permission of the Minister and in accordance with any conditions set out in the permission,

(b) on a body of water that is designated, and in accordance with any conditions established, by order of the Minister for float plane access,






(c) in the case of a hang-glider, parasail or other non-powered aircraft, in a specific location that is designated, and in accordance with any conditions established, by order of the Minister for that purpose, or

(d) in another prescribed location or situation.

2006 c27 s14



## DELEGATION

<b>SUBJECT:</b> Andrew Van Dirstein, Craig Bondy and Phil Swanson, Missing Link Internet		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Delegation	<b>WRITTEN BY:</b> Tracy Haight, Executive Assistant	<b>REVIEWED BY:</b> Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<input type="checkbox"/>  Economic Prosperity <input type="checkbox"/>  Governance Leadership <input type="checkbox"/>  Fiscal Responsibilities <input type="checkbox"/>  Environmental Stewardship <input type="checkbox"/>  Community Social Growth		
<b>ATTACHMENT(S):</b> Presentation Summary		

### STAFF RECOMMENDATION:

That Council receives Missing Link Internet Delegate's information as presented.

### BACKGROUND:

Andrew Van Dirstein, Craig Bondy and Phil Swanson, representatives from Missing Link Internet will provide Council with information on Missing Link Internet's company background, operations and services.

## Clearwater County Presentation Jan 8, 2018

Open session 45min

**Presenters:**

**Andrew Van Dirstein** 403-350-4064 [cap@misslink.ca](mailto:cap@misslink.ca)

**Craig Bondy** 780-540-5948 [cap@misslink.ca](mailto:cap@misslink.ca)

**Phil Swanson** 403-350-0319 [cap@misslink.ca](mailto:cap@misslink.ca)

1. Formal Introduction to Missing Link Internet

Partners and background – where we came from

Not a new entity – we have been around for a long time.

Purchase of Pure High Speed this year

Lease/operations management of Clearwater Broadband Foundation – yes the fiber is lit and has customers

Relationship between Beacon Broadband and Missing Link

2. County indecision having a negative effect of internet growth

Uncertainty of wireless investment –will county overbuild with fibre and make investment mute

Uncertainty of Fibre investment - County Gave clear direction to not build, they wanted to own the fibre. If we do would we be overbuilt? One service provider ignored the county and now we are losing because we didn't

3. Options to improve Broadband

Rumor that the build cost caused sticker shock among council

Is it an all or nothing scenario? Would it not benefit many ratepayers to invest in hamlets and subdivisions first and still move forward on a smaller scale?

What about forming grants for industry driven projects vetted by qualified engineers?

Federal 75/25 model is working

Don't sell short for low ball quotes, Fiber is expensive to deploy.

If it is not done right what is the point of the investment?

Needs to be sustainable.

Needs to be engineered to handle existing and future growth. Need a good plan.

Is a wireless scenario feasible and viable?

Lack of spectrum being the greatest challenge

#### 4. Consultant's consultation

We have not had much input. We understand confidentiality but at what point is it prudent that key players are involved in ideas and input.






We have been asked for tower locations but have had no real input

We have seen no plans to date to understand where and how we would be servicing Clearwater County





## REQUEST FOR DECISION

<b>SUBJECT:</b> Visitor Information Centre Agreement		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Planning & Development	<b>WRITTEN BY:</b> Jerry Pratt, Economic Development Officer	<b>REVIEWED BY:</b> Keith McCrae, Director, Planning and Development Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<input checked="" 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		

### STAFF RECOMMENDATION:

**That Council approves the creation of a new service agreement for the Visitor Information Centre to be managed by Administration, following the objectives set out in the Regional Tourism Agreement.**

### BACKGROUND:

The Visitor Information Centre is a service supplied by Clearwater County and the Town of Rocky Mountain House to provide information and basic tourism services to visitors while promoting local businesses. The County and the Town have contracted delivery of these services to the Chamber of Commerce for Rocky Mountain House and Clearwater County.

In the past Clearwater County and the Town of Rocky Mountain House have had a joint Visitor Information Centre Board made up of 2 members of each Council, 2 members of the Chamber of Commerce Board for Rocky Mountain House and Clearwater County, and 1 member-at-large appointed by the VIC Board each year.

The original intent of the Board was to develop policies, objectives, programs and standards for the operation of the Visitor Information Centre. Over the years it has become more of a budget recommendation board. There has not been a member-at-large appointed for a few years.

The Council for the Town of Rocky Mountain House has come to view the Visitor information Centre as a fee for service that does not require a board with their Council's representation. The Town has not appointed Council representation since 2016. They believe the Visitor Information Centre is best managed by their administration with a budget that falls under tourism activities and administration advised to manage the VIC based on the objectives set out in the Regional Tourism Strategy.

County Administration believes that the VIC is an operational matter rather than a strategic one. The objectives of the VIC fall under the Regional Tourism Strategy. The budget falls under contracted services. Council determines the quality and type of service and Administration bases the budget on those service expectations.

Upon reviewing the expired Visitor information Centre agreement, Administration believes a new contract for services should be drawn up and managed by administration, similar to other fee for service contracts with the County.



## REQUEST FOR DECISION

<b>SUBJECT:</b> Town of Rocky Mountain House Lagoon Summary Report December 2018		
<b>PRESENTATION DATE:</b> January 8 <sup>th</sup> , 2019		
<b>DEPARTMENT:</b> Public Works	<b>WRITTEN BY:</b> Devin Drozd, Civil Engineering Intern	<b>REVIEWED BY:</b> Kurt Magnus, Director, Public Works Operations; Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<input type="checkbox"/> Economic Prosperity <input checked="" type="checkbox"/> Governance Leadership <input type="checkbox"/> Fiscal Responsibilities <input checked="" type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth		
<b>ATTACHMENT(S):</b> Town of Rocky Mountain House Lagoon Summary Report Dec. 2018 Invitation Letter to Town of Rocky Mountain House Response Letter from Town of Rocky Mountain House		

**STAFF RECOMMENDATION:** That Council receives the Town of Rocky Mountain House Lagoon Summary Report December 2018 for information as presented.

### BACKGROUND:

On September 25<sup>th</sup>, 2018, at a regular council meeting, Clearwater County Council made a motion to;

*...request a delegation from the Town of Rocky Mountain House Public Works Department to present a Quarterly Lagoon Full Report that includes acute lethality test results, required capital upgrades, and 2019 budget amounts for the lagoon's capital and operation costs.*

Council also a made a motion to request the Town of Rocky Mountain House to;

*...clarify and confirm the Town of Rocky Mountain House Lagoon's compliance with federal and provincial regulations in the Quarterly Lagoon Full Report.*

A letter was sent (see attached invitation letter), to the Town of Rocky Mountain House, requesting their presence as per the motions. This request was not accepted (see attached letter of response from the Town) as it was thought that the update, regarding the lagoon, provided on October 30<sup>th</sup>, 2018, at the Intermunicipal Development Plan Committee meeting, would be sufficient. As such, the summary, of the lagoon report, will be presented by Clearwater County Administration.

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

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

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

And, as per 11.3;

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

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

## ***TOWN OF ROCKY MOUNTAIN HOUSE***



### **Lagoon Summary Report**

December 2018 Report

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

#### **Section 11 – Reporting**

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

#### Operations.

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

#### Compliance

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

#### Usage

The volumes in the reporting period are:

#### Influent flows

September – 75 584 m/3  
October – 85038 m/3  
November – 76616 m/3

#### Septage Receiving Station

September – 1366.3 m/3  
October – 1459.5 m/3  
November – 1448.8 m/3

## Capacity

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

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

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

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

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



October 11, 2018

Mayor Tammy Burke  
Town of Rocky Mountain House  
Box 1509  
Rocky Mountain House, AB T4T 1B2

Dear Mayor Burke,

On behalf of Council, I respectfully request that the Town of Rocky Mountain House's 'December 2018 Lagoon Quarterly Report' is presented by the Town at a Regular meeting of Clearwater County Council.

At their September 25, 2018, Regular meeting, Council reviewed the 'September 2018 Lagoon Summary Report' as submitted by the Town. After reviewing, they passed a motion to request additional information in the next report on the lagoon's acute lethality test results, required capital upgrades, 2019 budget amounts for capital and operation costs and, compliance with federal and provincial regulations. They also would welcome the opportunity to discuss any other technical issues and/or concerns with the Town's Director of Engineering and Operations.

Council thanks your staff for providing quarterly summary reports on the Town of Rocky Mountain House's lagoon operations, compliance, usage and capacity to Council. The timely receipt of information is greatly appreciated.

Please feel free to contact myself or Rick Emmons, Chief Administrative Officer, [remmons@clearwatercounty.ca](mailto:remmons@clearwatercounty.ca), should you or your administration require any additional information or further clarification.

Sincerely,

John Vandermeer  
Reeve

cc: Clearwater County Council  
Kurt Magnus, Director Public Works Operations



## TOWN OF ROCKY MOUNTAIN HOUSE

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

November 9<sup>th</sup>, 2018

Reeve Jim Duncan  
Clearwater County  
P.O. Box 550  
4340 – 47 Avenue  
Rocky Mountain House, AB T4T 1A4

**RE : October 11th, 2018 - Request for 'December 2018 Lagoon Quarterly Report' to be presented at a Regular Meeting of Clearwater County Council**

Dear Reeve Duncan;

On October 30<sup>th</sup>, 2018 at the Intermunicipal Development Plan Committee meeting, the Town of Rocky Mountain House provided an update as to the status of the Lagoon. This update was provided shortly after the letter was sent requesting the information on the Lagoon. Further to this and as a result of the update provided at the IDP meeting, Council passed the following resolution at their recent Regular Meeting of Council on November 6<sup>th</sup>, 2018;

**Res 938-2018**

*Moved by Councillor Len Phillips for Administration to send a letter to Clearwater County referencing the update that was provided on the Lagoon, at the October 30th, 2018, IDP meeting, trusting that this information would suffice. Carried.*

Please feel free to contact myself or our Chief Administrative Officer, Dean Krause if you have any questions.

Thank you,

Tammy Burke,  
Mayor

cc: Town Council, Dean Krause (CAO)







## REQUEST FOR DECISION

<b>SUBJECT:</b> Deferral of Pre-receivership Tax Arrears		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Corporate Services	<b>WRITTEN BY:</b> Murray Hagan, Director	<b>REVIEWED BY:</b> Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite) MGA s343(1) MGA s347(1)(c)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<input type="checkbox"/> Economic Prosperity <input type="checkbox"/> Governance Leadership <input checked="" type="checkbox"/> Fiscal Responsibilities <input type="checkbox"/> Environmental Stewardship <input type="checkbox"/> Community Social Growth		
<b>ATTACHMENT(S):</b> Letter from Reynolds Mirth Richards & Farmer LLP dated January 15, 2018		
<b>STAFF RECOMMENDATION:</b>		
<p><b>That Council direct Administration, as authorized by section 347(1)(c) of the Municipal Government Act, upon written request from a Receiver, to defer all pre-receivership tax arrears and accrued penalties owing for pre-receivership tax arrears in situations where corporations have gone into receivership, until the earlier payment of all post-receivership taxes or the disposition of the property that is subject to the tax assessment.</b></p>		

### BACKGROUND:

In situations where a corporate ratepayer goes into receivership, contradictions between insolvency legislation and the MGA present barriers to the County receiving payments for current taxes owing.

Insolvency legislation states that a Receiver is responsible for current property taxes related to a property under their jurisdiction since the date they are appointed. However, if they make a payment to the County, the MGA would require us to apply that payment to the oldest amount owing. This causes a conflict for the Receiver and County Administration. By deferring the pre-receivership amounts, through Council resolution, this contradiction is removed.

The attached letter of explanation from our lawyers provides more detail.



BARRISTERS SOLICITORS

Reynolds  
Mirth  
Richards  
& Farmer LLP


WRITER'S EMAIL  
YOUR FILE

mmccabe@rmrf.com

WRITER'S DIRECT PHONE  
OUR FILE

780.497.3344

January 15, 2018



Dear Sir:

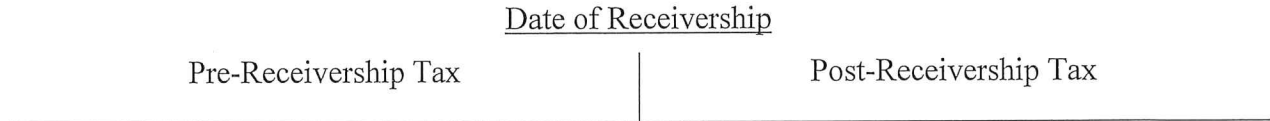
**Re: Collection of Pre & Post-Receivership Tax Debt**

We understand that you, like many municipalities, have recently been provided with payments from receivers purporting to pay "current" taxes. In receiving this, we wanted to communicate to you so these payments can be dealt with in a way that does not disadvantage the municipality.

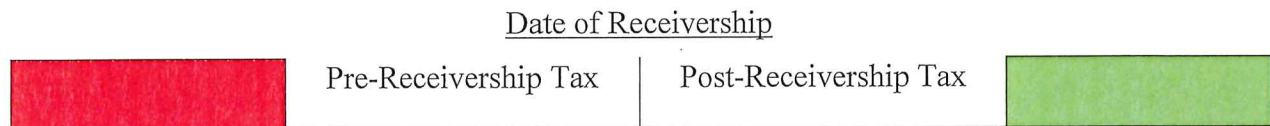
We recommend that you arrange to bring this matter before Council with the suggestion that Council resolve to defer collection of outstanding taxes. Our reasoning is based on the interplay of s. 343 of the *Municipal Government Act* and the requirement upon a Receiver to pay taxes.

If the Receiver pays current taxes, common sense dictates that he or she will not be liable to pay those current taxes a second time. However, if the Receiver pays some of the Post-Receivership Tax, s. 343 would require that that payment be applied against tax arrears, i.e. the oldest of the Pre-Receivership Tax.

This might be easiest to follow when looked at graphically.



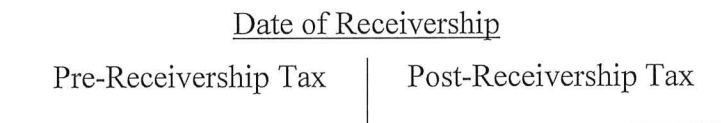
From the forgoing there are two classes of taxes outstanding. The Pre- Receivership Tax and the Post- Receivership Tax.



If the Receiver decides to make a payment, it will be against taxes owing during the Receivership because the Receiver potentially has a liability for taxes incurred during the Receivership. So, we take our diagram and put a green box to represent a payment made by the Receiver.

While the Receiver makes the payment as represented in the green box, s. 343 would require that it be applied against the oldest taxes. Those taxes are represented by the red box.

The result would be that the amount that is in the box in red is actually paid and the amount that is in the box in green will not be paid a second time. So, we take you to the third graph.



You will see that the amounts outstanding, as noted in the Pre and Post- Receivership Tax amounts have been shortened on both ends. That is because the effect of the Receivership, coupled with an application of s. 343 is resulting in a current payment made by the Receiver being applied against tax debt incurred before the Receiver was appointed.

To use some numbers, if the Receiver pays \$1,000.00, it will eliminate \$1,000.00 of the Receiver’s obligation to pay Post- Receivership Tax and, because of the effect of s. 343, that \$1,000.00 would be applied against Pre- Receivership Debt, eliminating that portion of the obligation. The bottom line is that, with the application of s. 343(1), payment of \$1,000.00 could arguably limit the ability of the municipality to collect \$2,000.00 of outstanding tax.

This conundrum is obviously not in the best interests of a municipality, but the problem is readily solved. It is solved by deferring the collection of the Pre- Receivership Tax. That way, payment currently made by the Receiver is applied against current tax and the Pre- Receivership Tax remains unpaid.

S. 347 of the *Municipal Government Act* authorizes a Council to pass a resolution to defer the tax where it is equitable to do so. Plainly, it is equitable, particularly to the municipality, to avoid the conundrum described above.

It is important that there be an actual resolution of Council to this effect. That is a matter of evidence. We raise this because, should the Receiver be diligent, he might pick up on the effect of s. 343 and claim that the effect of his payment has the effect of the double payment described above. The municipality can rebut that by showing the Receiver the resolution.

The wording of the resolution is important. We suggest that a resolution that gives effect to a deferral of the Pre-Receivership Tax until the earlier of payment of all Post-Receivership Tax or disposition of the property that is subject to the tax assessment, might be appropriate.

We appreciate that the forgoing is not straightforward and we would be pleased to discuss it with you at your convenience.

Yours truly,

**REYNOLDS MIRTH RICHARDS & FARMER LLP**

PER:








**MICHAEL J. MCCABE, Q.C.**

MJM/lr

1984706.doc



## REQUEST FOR DECISION

<b>SUBJECT:</b> Council, Board and Committee Remuneration Policy Update		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Corporate Services	<b>WRITTEN BY:</b> Murray Hagan, Director, Corporate Services	<b>REVIEWED BY:</b> Rick Emmons, Chief Administrative Officer
<b>BUDGET CONSIDERATIONS:</b> <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Council, Board and Committee Remuneration Policy		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<input type="checkbox"/>  Economic Prosperity <input checked="" type="checkbox"/>  Governance Leadership <input checked="" type="checkbox"/>  Fiscal Responsibilities <input type="checkbox"/>  Environmental Stewardship <input type="checkbox"/>  Community Social Growth		
<b>ATTACHMENT(S):</b> Council, Board and Committee Remuneration policy with recommended revisions		

### STAFF RECOMMENDATION:

**That Council approves the revised Council, Board and Committee Remuneration policy effective January 1, 2019**

### BACKGROUND:

At the regular meeting held November 13, 2018, Council approved the revised policy reflecting the rates of pay recommended by the Council Remuneration Committee.

The recommended revisions (marked in red) reflect a further adjustment to the rates to recognize the 2% market adjustment approved by Council as part of the 2019 operating budget. Eligibility for the market increase was confirmed by Council in the resolution passed June 12, 2018 when the recommendations of the Council Remuneration Committee were accepted. A third paragraph has been added to the General section of the policy to reflect this eligibility on an ongoing basis.



**CLEARWATER COUNTY  
COUNCIL, BOARD & COMMITTEE REMUNERATION**

POLICY

<b>EFFECTIVE DATE:</b>	January 1, 2019
<b>SECTION:</b>	Administration
<b>POLICY STATEMENT:</b>	<p>To provide a fair and equitable means of reimbursing Council and Citizens-at-Large for their time while attending meetings, conferences, training seminars and other municipal business and community events.</p> <p>In determining remuneration amounts, Council may consider any of the following:</p> <ul style="list-style-type: none"> <li>a. Discussion and decisions made by Council;</li> <li>b. Informal survey data;</li> <li>c. Formal survey data provided by an independent consultant;</li> <li>d. Recommendations of a Council Compensation Committee as per Appendix 'A'.</li> </ul>
<b>DEFINITIONS:</b>	<p>'Meeting'</p> <p>Within the context of this policy, the term meeting shall include: Council meetings, Special Council meetings, Committee meetings as well as when requested by the C.A.O. or a Department Head, meetings between Councillors and County staff.</p>
<b>COUNCIL RATES</b>	<ul style="list-style-type: none"> <li>1. Council remuneration for time spent while traveling to or from meetings, and while in attendance at a meeting, will be based on the following rates and time sections: <ul style="list-style-type: none"> <li>a. <del>\$169.00</del> \$172.00 – First four hours</li> <li>b. <del>\$133.00</del> \$136.00 – Second four hours</li> <li>c. <del>\$133.00</del> \$136.00 – Third four hours</li> <li>d. <del>\$302.00</del> \$308.00 – Maximum payable for any regular Council meeting [Two (2) time sections].</li> <li>e. <del>\$435.00</del> \$444.00 – Maximum payable for any single day [Three (3) time sections].</li> </ul> </li> </ul> <p>For clarity, any meeting or number of meetings that include more than one portion of the above time sections [i.e. meetings in excess of four hours] a Councillor is entitled to a combined remuneration for each time section involved. Councillors are expected to exercise discretion when applying for remuneration for meetings that include</p>



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

one-time section and extend into another time section in a minor fashion.

2. In addition to meeting and travel fees, each Councillor, other than the Reeve, will be paid ~~\$1083.24~~ \$1,105.00 per month to compensate for time spent on such matters as meeting preparation, telephone calls and individual meetings with electors.
3. Council remuneration associated with convention attendance will be for time spent while traveling to or from a convention location and while in attendance during the formal convention sessions based on the following rates and time sections:
  - a. ~~\$169.00~~ \$172.00 – First four hours
  - b. ~~\$133.00~~ \$136.00 – Second four hours
  - c. ~~\$133.00~~ \$136.00 – Third four hours
  - d. ~~\$435.00~~ \$444.00 – Maximum payable for any single day [Three (3) time sections].

For clarity, time incurred for travel to or from the convention location and attendance at the formal convention sessions that include more than one portion of the above time sections in excess of four hours, a Councillor is entitled to combine remuneration for each time section involved.

For example, a Councillors drives to a seminar in Edmonton from Rocky Mountain House, leaving the night before the seminar begins as the seminar starts at 8:00am the next morning. The seminar ends at 4:00pm the following day. At conclusion of the seminar the Councillor would be entitled to ~~\$169.00~~ \$172.00 associated with the night before the seminar. The Councillor would also be entitled to another ~~\$169.00~~ \$172.00 relating to the first four hours of attendance at the seminar; another ~~\$133.00~~ \$136.00 associated with the second four hours of the seminar; and ~~\$133.00~~ \$136.00 for the third four hours associated with return travel time to Rocky Mountain House.

4. Councillors are authorized to attend special meetings associated with a Council appointed committee without Council approval. However, to the greatest extent possible, Councillors should receive prior approval of Council for attendance at



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

<p><b>COMMUNITY EVENT ATTENDANCE</b></p>	<p>any other special meeting a Councillor may wish to attend [eg. A community group meeting]. However, Council recognizes that situations may preclude a Councillor from Advising Council of a meeting prior to attendance. In such cases the Councillor is to seek Council's approval for attendance prior to the Councillor submitting a remuneration sheet.</p> <ol style="list-style-type: none"><li>5. The Reeve and two Councillors are approved to attend the annual conference of the Federation of Canadian Municipalities (FCM). The intention is to provide all Councillors with the opportunity to attend one conference during their term of office. All Councillors will be permitted to attend when the conference is held in Alberta.</li><li>6. If a spouse accompanies a Councillor to a convention, the Municipality will cover the spousal registration fee, banquet tickets, and approved travel expenses.</li></ol>
<p><b>REEVE RATE</b></p>	<ol style="list-style-type: none"><li>1. All Councillors are authorized to participate in the Rocky Rodeo Parade, Caroline Rodeo Parade and Rocky Parade of Lights. In addition to this, the Reeve or designate is authorized to participate in the Ponoka Stampede Parade and Westerner Days Parade.</li><li>2. With the exception of the aforementioned parades, attendance at any other community event will be considered by Council on a case-by-case basis.</li><li>3. Council remuneration associated with approved community event attendance will be for time spent while traveling to or from a community event location and while in attendance during the event based on the following rates and time sections:<ol style="list-style-type: none"><li>a. <del>\$169.00</del> \$172.00 – First four hours</li><li>b. <del>\$133.00</del> \$136.00 – Second four hours</li></ol>To a maximum of eight hours [or <del>\$302.00</del> \$308.00] per day.</li><li>1. It is recognized that in addition to the above procedures, that the Reeve and/or Deputy Reeve</li></ol>





## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

### COUNCIL BENEFITS PROGRAM

### CITIZENS-AT-LARGE

will receive additional requests with respect to meetings with federal, provincial, municipal and/or community organizations, representatives or officials. The Reeve or Deputy Reeve are authorized to attend such meetings at their discretion without Council approval and receive remuneration in accordance to this policy. To the greatest extent possible, the Reeve or Deputy Reeve should endeavor to inform Council of these meetings prior to attendance.

2. The Reeve will be paid ~~\$2,014.00~~ \$2,054.00 per month to allow for extra administrative duties such as cheque signing, bylaw signing, contract signing, etc.

1. A Councillor may enroll in the County's Group Benefits program designed for Council which includes:
  - a. Life Insurance
  - b. Accidental Death & Dismemberment Insurance
  - c. Critical Illness Insurance
  - d. Extended Health & Medical Insurance
  - e. Dental Plan Insurance
  - f. Access to Employee Assistance Program (E.A.P.)

Eligibility for participation in plans is determined by the benefit carrier.

2. The cost-sharing of premiums for participation in the Group Benefits program for Councillors:
  - Life Insurance: 50% + 50% cost-shared
  - AD & D: 100% paid by Councillor
  - Critical Illness: 100% paid by Councillor
  - Extended Health: 100% paid by County
  - Dental Plan: 100% paid by County
  - E.A.P.: 100% paid by County

1. Citizens-at-Large appointed to the Municipal Library Board[s], the Clearwater Regional Family and Community Support Services Board, and the



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

### GENERAL

Recreation Boards will be paid ~~\$588.00~~ \$600.00 per annum.

2. Citizens-at-Large appointed to other boards or committees will be paid at the Councillor remuneration rates established by this policy.

1. A completed 'Councillor and Board Remuneration Statement' form is to be submitted to the Payroll and Benefits Administrator after the end of each month. ~~by the Thursday prior to the next Council meetings. Forms received after the deadline will not be processed for payment until the following month.~~ Copies of Councillors' completed forms will be included in Council's Agenda package.

2. Councillors and Citizens-at-Large will be reimbursed for expenses in accordance with the Travel and Subsistence for Staff and Council Policy.

3. Rates identified within this policy shall be updated annually to reflect any market adjustment percentage approved by Council for staff.



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

### Appendix A

#### Council Compensation Committee Terms of Reference

**Purpose:**

The Council Compensation Committee is a temporary committee with a mandate to review the remuneration paid to Council and board/committee Citizens-at-Large; and, to make recommendations to Council on remuneration.

**Term of Council Compensation Committee:**

1. The Committee will be established on or before March 1 of the year following a general election.
2. The Committee may make regular reports to Council in closed sessions during the course of their review, however, the Committee shall present their final report and recommendations to Council, in public sessions, on or before June 30 of that same year.
3. The Committee will be dissolved when Council receives the report and recommendations of the Committee; and, when Council determines remuneration rates effective January 1 of the next year.

**Council Compensation Committee Composition and Requirements:**

4. No more than 5 [five] public members in total which will include any, or both, of the following:
  - a. A minimum of three (3) individuals with experience in governance, finance and/or business.
  - b. A maximum of two (2) past Councillors, as determined by Council and invited by the Reeve.
5. Members must be residents of Clearwater County for a minimum of six (6) months.
6. Members shall be appointed by Council resolution.
7. If a member resigns or is unable to serve, a replacement member will be appointed by Council.
8. Members will nominate and endorse a chairperson at first meeting. Meetings will be called by the Chair.
9. Members shall observe and keep confidential matters relating to the business of Clearwater County which may either directly or indirectly come to their



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

knowledge. Each member shall not discuss or disclose information to any person who is not entitled to such knowledge or information.






10. Quorum shall consist of a minimum of 3 [three] members. Quorum is required to present a report and recommendations to Council.

### **Council Compensation Committee Responsibilities:**

11. The Committee is deemed to be an advisory group, making recommendations to Council only.
12. To permit free and open discussion Committee meetings are closed sessions not open to the public.
13. Discussion is to be based on the consensus-based approach. Consensus does not mean a decision that is perfect for all participants, but it does mean a decision that all participants will agree to support. Where consensus cannot be achieved the majority vote will determine the outcome of the item.
14. The Committee will review relevant survey data and practices of other rural municipal Councils that are comparable to Clearwater County. Information and/or data may include, but is not limited to:
  - Information posted on other municipal websites;
  - Information derived from individual interviews with, and/or survey results from past and/or current Clearwater County Council members;
  - Information attained through Alberta Urban Municipalities Association (A.U.M.A), Alberta Association of Municipal Districts and Counties (A.A.M.D.C.) resources;
  - Formal data conducted by an independent survey consultant.
15. Members who serve on the Committee will be compensated for their time as identified within this policy.
16. Members are expected to attend meetings and recognize that they may be asked to leave by Council for lack of attendance. If a member is unable to attend a meeting they are expected to inform the Chair.



## REQUEST FOR DECISION

<b>SUBJECT:</b> Spring 2019 CRMA Meeting		
<b>PRESENTATION DATE:</b> January 8, 2019		
<b>DEPARTMENT:</b> Municipal	<b>WRITTEN BY:</b> Christine Heggart, Manager Intergovernmental & Legislative Services	<b>REVIEWED BY:</b> Rick Emmons, CAO
<b>BUDGET CONSIDERATIONS:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>COMMUNITY BUILDING PILLAR (check all that apply):</b>		
<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		
<b>ATTACHMENT(S):</b> FCM Guide – “Change in ‘one-third’ federal tax exemption for elected officials” DRAFT Resolution – “Reinstatement of the Municipal Officer Expense Allowance”		

**STAFF RECOMMENDATION:**  
**That Council reviews, amends and approves the draft resolution for consideration at the Spring 2019 CRMA meeting.**

### BACKGROUND:

At their December 11, 2018 meeting, Council directed Administration to prepare a draft resolution for the Spring 2019 Central Rural Municipalities of Alberta (CRMA).

The draft resolution attached asks the federal government to reconsider the portion of Bill C-44 which eliminated the municipal officer expense allowance, which municipal elected officials were accustomed to receiving.

# Change in “one-third” federal tax exemption for elected officials

A guide for Canadian municipalities

Updated: Fall 2018

*A long-standing federal tax exemption for elected municipal office holders will expire on January 1, 2019—reducing their after-tax compensation. This document explains the change and outlines options for municipal governments to consider.*

## Contents

The issue .....	3
Timeline.....	3
Implications.....	4
Options for municipalities .....	5
What are municipalities doing? .....	7

### Acknowledgements

Thank you to the Nova Scotia Federation of Municipalities for information from the 2016 AMANS survey as well as for material from their summer 2018 newsletter, *Municipal Voice*, which provided valuable context. *Brooke, Will: One-Third Tax Exemption - NSFM Summer Newsletter Municipal Voice p. 10.*

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Federation of Canadian Municipalities  
24 Clarence Street  
Ottawa, ON K1N 5P3  
[www.fcm.ca](http://www.fcm.ca)

## The issue

A municipal or provincial elected official may be paid a non-accountable allowance for work-related expenses. Under current federal tax law, such an allowance amounting to no more than one-third of the official’s salary-plus-allowances qualifies for a federal tax exemption. Effectively, for many elected officials, up to one-third of their total compensation is currently tax exempt.

**Federal legislation passed in 2017 eliminates this tax exemption effective January 1, 2019. This will result in substantive changes to after-tax compensation for provincial and municipal elected officials.**

It is up to each individual municipality to decide if and how they will act to counteract the effects of this change for elected officials. Surveys by various provincial and territorial municipal associations have found that many municipalities are opting to fully compensate elected officials for the loss. Other municipalities have not yet made any changes and have told FCM they are not clear on what options exist. This brief guide was developed to assist municipalities in this process.

## Timeline

This tax exemption was introduced under the *Federal Income Tax Act* in 1946 to recognize the value of the work of elected officials. It sought to compensate officials who were incurring expenses without being adequately reimbursed. Initially, the exemption applied only to provincial MLAs. In 1953, it was extended to municipal elected officials.

Over the last 15 years, some larger municipalities have opted out of the tax exemption with the stated objective of bringing more transparency to government. For example, Ontario amended its *Municipal Act* in 2001 to provide flexibility to municipalities wishing to do this. Calgary’s city council eliminated its exemption in 2006.

In March 2017, the federal government passed Bill C-44, eliminating the one-third exemption for elected officials, effective January 1, 2019. The change applies to all elected provincial and municipal officials in Canada and will result in substantive changes to their after-tax compensation.

The government justified this change on the basis that it “provides an advantage that other Canadians do not enjoy.” Reimbursements for specific expenses, accompanied by receipts, are not taxable—and this will remain so. In the government’s view, however, a special allowance that does not require receipt accounting *substitutes for salary*, and is therefore a taxable benefit.

In September 2017, FCM adopted a resolution to press the federal government to retain the exemption. FCM engaged with staff in the Department of Finance, and formalized municipal concerns in an October 2017 letter to Finance Minister Morneau, with a follow-up in June 2018. The Minister’s response reiterated the government’s rationale for the change:

*... [The] government took steps to bring the tax treatment of non-accountable allowances to municipal office holders in line with that afforded to other employees. An employer may reimburse work-related expenses on a tax-free basis, but non-accountable allowances may substitute for salary and are thus taxable.*

Minister Morneau’s letter underlined that the government will not reverse its decision in this matter.



## Implications

Elected officials who are currently paying income tax on only two-thirds of their total compensation (salary plus allowances) will lose that benefit. As of January 1, 2019, all compensation will be taxed as full income and be subject to deductions for Canada Pension Plan (CPP) contributions. This will decrease after-tax compensation for elected municipal officials.

In a July 2018 news release, Nova Scotia Federation of Municipalities (NSFM) President Geoff Stewart said: “Under the 2019 tax laws, a councillor in a small-to-mid-sized Nova Scotian town ... could see about 10.5 per cent less in their pockets, and 12.9 per cent less for a rural councillor.”

In responding to this change, some communities have decided that an overall increase in total remuneration for elected officials is necessary to fully or partially replace lost compensation. To balance their budgets, municipalities may need to increase property taxes or find off-setting cost savings. The net impact on municipal budgets, will, in many cases, be significant, especially in smaller, less well-resourced communities. Municipalities with limited property tax bases will be disadvantaged as they seek to maintain appropriate levels of compensation, and some may be unable to achieve this.

The FCM letter to the Minister in June 2018 included cost implication data from various PTA surveys:

Municipalities have undertaken efforts to quantify the financial implications of the elimination of the 1/3 non-accountable allowance. The Associations of Municipalities of Ontario (AMO) estimates that the cost increase for a central Ontario municipality with a council of nine and a population of 30,000 will be at least \$28,000, whereas the cost increase for an eastern Ontario county council of seventeen and a population of 77,000 will be at least \$74,000. AMO also estimates that for almost half of Ontario’s municipal governments, a one per cent property tax increase raises only \$50,000 in additional revenues.

Sample calculations from data collected from the 2016 AMANS (Association of Municipal Administrators Nova Scotia) survey showed that for an average Nova Scotia municipal councillor, annual pay would have to be increased by \$3,605.

## Options for municipalities

It is up to each individual municipality to decide how they will address this change in federal tax law, and its reduction of after-tax compensation for elected officials. Options to consider include the following.

### Option 1: Compensating salary increase (full)

Municipalities could adjust *pre-tax compensation* for 2019 to maintain elected officials' *after-tax* compensation at 2018 levels. Many municipalities have already taken this action. For example, this was the approach recommended by the Nova Scotia Federation of Municipalities.

The **benefits** of this approach are significant. It recognizes the increasing time commitments of complex and varied municipal duties. In doing so, it helps attract a diversity of candidates to municipal level participation (a growing concern). The **costs** of this approach are also significant, requiring offsetting cost-savings and/or increases in property taxes. This is difficult in an environment where municipal budgets are increasingly under pressure from rising expectations and increasing costs for products and services. Many municipalities are already struggling to provide appropriate compensation levels.

To publicly **communicate** the need for pay raises or property tax increases, effective strategies will emphasize the positive aspects of change. *This is about the community protecting hardworking local officials from an arbitrary pay cut imposed by federal legislation without consultation. We would have preferred to see the federal government reverse this change and its impact on local government—but they did not, and so we had to act.*

This complex issue requires special and perhaps direct messaging. Town hall events could be an opportunity to openly share details and answer questions. Elected officials could reach out to constituents on social media platforms and even face-to-face meetings. Early PR briefings for journalists can help get the right messages communicated from the outset.

### Option 2: Compensating salary increase (partial)

Municipalities could increase salaries for 2019 to ease, but not negate, the decrease in elected officials' after-tax compensation. As an alternative to a fully-compensating increase, this means **fewer benefits** but also **lower financial costs**.

The reality here is that elected officials will face some personal loss of after-tax income. For municipalities, this will also compound the challenge of attracting many and diverse candidates for elected office. However, if a municipality decides it cannot find savings or revenues to support a fully-compensating salary increase, a partial increase can deliver some of the benefits.

To publicly **communicate** the change, the same logic applies as for Option 1: emphasize the positives of protecting hardworking local leaders from an arbitrary pay cut imposed by federal legislation without consultation.

### Option 3: Expanded expense policies

As an alternative—or supplement—to increasing pre-tax salaries, municipalities can develop more comprehensive reimbursement plans for expenses incurred. This could include both the types of expenses and the total amounts of reimbursement available.

Before changing expense policies, municipalities should determine which expenses council members can claim as non-taxable through the Canada Revenue Agency (CRA). For example, expenses that are currently being covered by the income tax exemption could be addressed as an expense to be reimbursed by administrative policy, as are other non-taxable expenses.

According to the CRA, whether or not a benefit is taxable “depends on whether an individual [elected official] receives an economic advantage that can be measured in money, and whether the individual is the primary beneficiary” (as opposed to the municipality as their employer). [This CRA resource](#) outlines both taxable and non-taxable benefits.<sup>1</sup>

### Option 4: No action

Taking no action effectively decreases take-home compensation for affected officials, with no immediate effect on municipal budgets. This option avoids the immediate need to find cost-savings, contemplate property tax increases, or communicate changes to the public.

Elected officials will face a loss of income, however. This, in turn may discourage participation in municipal administration, especially among youth. This is a real threat for the smaller municipalities that may struggle most to boost salaries—and where even current compensation rates can be a barrier to more inclusive participation.

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<sup>1</sup> <https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/t4044/employment-expenses-2016.html>

## What are municipalities doing?

The Nova Scotia Federation of Municipalities (NSFM) Board passed a resolution in June 2018 recognizing the need to support elected officials in avoiding abrupt changes in remuneration. It recommends that pre-tax compensation for elected officials be adjusted to allow them to maintain the same levels of post-tax compensation after the law takes effect in 2019. Many other municipalities in Canada (including in Ontario and British Columbia) are opting for this solution.

To help in their decision-making some municipalities are retaining consultants or conducting in-house assessments to study their financial situation. As well, some are creating citizens’ committees or committees of council to conduct reviews before making final decisions to move forward.

The federal finance department does recommend that municipalities find out which expenses their council members can claim as non-taxable through the Canada Revenue Agency (CRA), before the changes take effect. For example, certain expenses that are currently being covered by the income tax exemption could be addressed administratively, as are other non-taxable expenses.

Central RMA –Resolution  
**Reinstatement of the Municipal Officer Expense Allowance**

Submitted By: Clearwater County

Seconder: TBD

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**WHEREAS** until the 2019 tax year, a municipal corporation or board could pay a non-accountable expense allowance to an elected officer to perform the duties of that office.

**WHEREAS** until the 2019 tax year, if the municipal officer expense allowance was not more than one-third of the officer's salary and allowances it was not required to be considered as "employment income" on the employee's T4 slip.

**WHEREAS** the 2017 federal budget Bill C-44, which received royal assent on June 22, 2017, eliminated tax exemption allowances for members of legislative assemblies and certain municipal officers;

**WHEREAS** the municipal officer expense allowance tax exemption was a tool that assisted municipalities in keeping municipal Council honorariums lower, thereby having less impact on the local taxpayers.

**WHEREAS** the elimination of the municipal officer expense allowance has required many municipalities to increase municipal officers' compensation to offset the difference in compensation, thereby increasing the tax burden locally.

**THEREFORE, BE IT RESOLVED** that the Rural Municipalities of Alberta (RMA) requests the Government of Canada consider reinstating the municipal officer expense allowance.

Central RMA –Resolution  
**Reinstatement of the Municipal Officer Expense Allowance**

Submitted By: Clearwater County

Seconder: TBD

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**BACKGROUND**

Government of Canada - Municipal officer's expense allowance

<https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/benefits-allowances/municipal-officer-s-expense-allowance.html>

Bill C-44 <http://www.parl.ca/DocumentViewer/en/42-1/bill/C-44/royal-assent>

DRAFT



# Councillor and Board Member Remuneration Statement

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

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Nov 6	Meet Sargent Penner, RCMP	X					40
Nov 8	Chamber Lunch and Learn	X					20
Nov 8	Waste Authority		X				20
Nov 11	Remembrance Day Ceremonies	X					40
Nov 13	Regular Council				X		40
Nov 14	Clearwater Trails meet with AE+P	X					40
Nov 15	Meet with Mayors/CAOs	X					40
Nov 16	CREMA Orientation	X					40
Nov 19	Travel to RMA, Mayors and Reeves	X					264
Nov 20	RMA Convention, Meet Ministers	X	X				0
Nov 21	RMA Convention, Meet Mtn View	X	X				0
Nov 22	RMA Convention, Travel home	X	X				255
Nov 23	Festival of Trees Greetings	X					40
Nov 26	Meet Sundre, Mtn View Sasquatch signage	X					40
Nov 27	Regular Council				X		40
Nov 28	Bighorn Country Engagement Session	X					20

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Remuneration Calculation (for office use only)							
15	Meetings @ 161.00 =	2415.00 ✓		1039	Kms @ \$0.55 =	571.45 ✓	
5	Meetings @ 127.00 =	635.00 ✓		0	Lunch @ 16.00 =	0	
2	Meetings @ 288.00 =	576.00 ✓					
	Supervision =	2014.00 ✓					
	<b>TOTAL =</b>	<b>5640.00</b>					
			<b>PAID</b>				
					<b>TOTAL =</b>	<b>571.45</b>	



# Councillor and Board Member Remuneration Statement

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Nov 28	Bighorn Country Engagement Session		X				20
Nov 29	Central Ab Pregnancy Care fundraiser	X					40
Nov 30	Bighorn Engagement Session- Town	X					40

PAID





# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Jim Duncan
Date:	Dec 18, 2018
Signature (Councillor / Board Member):	<i>Jim Duncan</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Dec 3	Bighorn @ Brazeau County/Drayton	X	X				40
Dec 5	Mayors and Reeves	X					95
Dec 6	West Central Stakeholders	X					85
Dec 10	Special Council, Meet with Minister Phillips	X					40
Dec 11	Regular Council				X		40
Dec 12	Budget Deliberations	X	X				40
Dec 13	Budget Deliberations	X	X				40
Dec 13	Bighorn proposal open house			X			40
Dec 14	Budget Deliberations	X	X				40
Dec 17	Budget meeting	X					20
<del>Dec 17</del>	<del>Waste Authority</del>		X				<del>20</del>
Dec 17	Bighorn proposal open house			X			20

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Remuneration Calculation (for office use only)							
8	Meetings @ 161.00 =	1288.00		500	Kms @ \$0.55 =	275.00	
6	Meetings @ 127.00 =	762.00		8	Lunch @ 16.00 =	0	
1	Meetings @ 288.00 =	288.00					
	Supervision =	2014.00					
	<b>TOTAL =</b>	<b>4352.00</b>					<b>TOTAL = 275.00</b>

PAID



# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Timothy Hoven
Date:	12/1/18
Signature (Councillor / Board Member):	

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
11/1	WCS	1					69
11/3	Caroline Library	1					69
11/8	Parkland Regional Library	1	1				142
11/11	Remembrance Day						69
11/13	Council				1		91
11/14	Regional ASB	1	1	1			
11/15	CCPAC	1					91
11/16	Caroline ICF	1					69
11/19	RMA	1					194
11/20	RMA	1	1				
11/21	RMA	1	1				
11/22	RMA	1	1				204
	Rimbey RCMP						
11/24	Parade of Lights	1					91
11/26	MPC	1	1				91
11/27	Council				1		91

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**Remuneration Calculation (for office use only)**

14	Meetings @ 161.00 =	2254.00 ✓	1453	Kms @ \$0.55 =	799.15 ✓
8	Meetings @ 127.00 =	1016.00 ✓		Lunch @ 16.00 =	0
2	Meetings @ 288.00 =	576.00 ✓			
	Supervision =	1003.00 ✓			
<b>TOTAL =</b>		<b>4849.00</b>	<b>TOTAL =</b>		<b>799.15</b>

**PAID**



Hoven - Nov/18

# Councillor and Board Member Remuneration Statement

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
11/29	Caroline ICF	1					91
11/30	ASB	1	1				91

PAID



# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Timothy Hoven
Date:	December 18
Signature (Councillor / Board Member):	

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
12/10	Special Council	1					91
12/11	Meeting with AEP	1					122
	Council				1		
	Caroline Ag Society						
12/12	Budget	1	1				91
	Bighorn Open House			1			
12/13	Budget	1	1				122
	SPIRT			1			
12/14	Budget	1	1				91
12/17	Special Council meeting Budget	1					91
	Bighorn Open House		1	1			
12/19	MPC	1	1				91

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**Remuneration Calculation (for office use only)**

7	Meetings @ 161.00 =	1127.00	699	Kms @ \$0.55 =	384.45
8	Meetings @ 127.00 =	1016.00	0	Lunch @ 16.00 =	0
1	Meetings @ 288.00 =	288.00			
	Supervision =	1003.00			
<b>TOTAL =</b>		<b>3434.00</b>	<b>TOTAL =</b>		<b>384.45</b>

PAID

# Clearwater County

## Councilor and Board Member Remuneration Statement

For the Year of ...2018.....

Name of Councilor / Board Member Theresa Laine

Payment Periods

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

Supervision Rate - \$1,003.00 Monthly  
 Reeve Supervision Rate - \$2,014.00 Monthly  
 Deputy Reeve Supervision Rate - \$1250.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
Nov 8	Rack Chamber Luncheon	✓					14
Nov 13	Council				✓		14
Nov 14	FCS	✓					14
Nov 15	Community Future	✓					120
Nov 18	RMA (drive)	✓					224
Nov 19	RMA	✓	✓				—
Nov 20	RMA	✓	✓				—
Nov 21	RMA	✓	✓				—
Nov 22	RMA	✓	✓				224
Nov 24	Parade of Lights	✓					14
Nov 27	Council				✓		14
Nov 28	Bigden meeting Steering Com.	✓					14
Nov 29	Senia Housing	✓					14
Nov 30	Community Future Strat Plan	✓	✓				120

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### Remuneration Calculation

<u>12</u>	Meetings @ \$161.00=	<u>1932.00</u>	<u>786</u>	Kms @ \$0.55=	<u>432.30</u>
<u>5</u>	Meetings @ \$127.00=	<u>635.00</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>2</u>	Meetings @ \$288.00=	<u>576.00</u>			
	Supervision=	<u>1003.00</u>			
	<b>TOTAL=</b>	<u>4146.00</u>	PAID	<b>TOTAL=</b>	<u>432.30</u>

Signature {Councilor / Board Member} Theresa Laine  
 C:\Users\laine\AppData\Local\Microsoft\Windows\NetCache\Content.Outlook\481E9000\Councilor and Board Member.....  
 Remuneration Form 2018.doc

# Clearwater County

## Councilor and Board Member Remuneration Statement

For the Year of ...2018.....

Name of Councilor / Board Member ..... *Theresa Laing* .....

### Payment Periods

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

Supervision Rate - \$1,003.00 Monthly  
 Reeve Supervision Rate - \$2,014.00 Monthly  
 Deputy Reeve Supervision Rate - \$1250.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
2013	Brazzard Re Bishop	✓	✓				—
2015	FLSS	✓					14
2016	Regional Fire	✓	✓				14
2017	Special Council meetings	✓					14
2017	meeting with minister <sup>Town</sup> Village	✓	✓				—
2011	Council meeting with AEP	✓			✓		14
2012	Budget	✓	✓				14
2013	Budget	✓	✓				14
2014	Budget	✓	✓				14
2017	Reg Budget	✓					14
2017	Trade Authority	✓					

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### Remuneration Calculation

<u>9</u>	Meetings @ \$161.00=	<u>1449.00</u>	<u>112</u>	Kms @ \$0.55=	<u>61.60</u>
<u>6</u>	Meetings @ \$127.00=	<u>762.00</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>1</u>	Meetings @ \$288.00=	<u>288.00</u>			
	Supervision=	<u>1003.00</u>			
	<b>TOTAL=</b>	<u><b>3502.00</b></u>		<b>TOTAL=</b>	<u><b>61.60</b></u>

# PAID

Signature {Councilor / Board Member} *Theresa Laing*



# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Cammie Laird
Date:	October 2018
Signature (Councillor / Board Member):	<i>C. Laird</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Oct 1	Mtg.: RMH Airport Commission @ RMH Office (09:00-10:30 hours)	1					28
Oct 2	Workshop: @ CC Office (08:30-17:00 Hrs.)	1	1				26
Oct 3	Mtg.: CRFRS Committee @ HQ (09:30-14:00 Hrs.)	1					26
Oct 5	Meeting: Council - A&P - RE: CC Capital Budget Session (08:30-17:00 Hrs.)	1	1				26
Oct 5	Attd.: DT Hig School Awards / Present CC Scholarship (18:00-20:30 Hrs.)			1			34
Oct 9	Mtg.: CC Reg. Council (08:30-17:00 Hrs.)				1		26
Oct 12	Mtg.: RMS District 2 @ Ponoka (07:30-16:00 Hrs)	1	1				26
Oct 15	Workshop: CC Council Invest. Readiness @ CC Office (17:00-21:00 Hrs.)	1					26
Oct 22	Mtg.: Dr. Recruitment @ CC Office (18:30-21:30 Hrs.)	1					26
Oct 23	Mtg.: CC Council Org. & Reg Council (08:30-14:30 Hrs.)				1		26
Oct 24	Mtg.: RMH Library @ Library & Finance Comm. (16:30-21:30 Hrs.)	1					26
Oct 25	Travel to Jasper Re: Conf. ARPA (12:30-16:30 Hrs.)	1					365
Oct 26	Attd.: ARPA Conf. (08:00-16:00 Hrs.)	1	1				
Oct 27	Attd.: ARPA Conf. (08:00-14:00 Hrs.)/ Return Home (14:00-18:30 Hrs.)	1	1	1			413
Oct 29	Travel to Edmonton Re: SCC Training	1				Dinner	215
Oct 30	Workshop: SCC - RE: Appeals (07:30-16:30 Hrs.) & Return Home (16:30-19:00 Hrs.)	1	1	1			215

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Remuneration Calculation (for office use only)							
13	Meetings @ 161.00 =	2093.00 ✓		1504	Kms @ \$0.55 =	827.20 ✓	
9	Meetings @ 127.00 =	1143.00 ✓		0	Lunch @ 16.00 =	0	
2	Meetings @ 288.00 =	576.00 ✓			Dinner @ 21.50 =	21.50 ✓	
	Supervision =	1003.00 ✓			Hotel =	164.58 ✓	
<b>TOTAL =</b>		<b>4815.00</b>	PAID		<b>TOTAL =</b>		<b>1013.28</b>

**Ms Cammie sue LAIRD**  
0 Rr1 stn main  
0  
ROCKY MOUNTAIN HOUSE AB T4T 2A1  
CANADA

## Invoice

Invoice date 10/30/2018  
Invoice number 414406  
Our reference CEP-FC681764 /  
Client Number CRS-G4301392  
GST Number 10103 5467 RT0020

Guest **Ms Cammie sue LAIRD** Arrival **10/29/2018** Departure **10/30/2011** Room **1114**

Date	Description	Quantity	Unit Price	Total ( )
10/29/2018	Room Charge	1	127.00	127.00
10/29/2018	GST Taxes	1	6.54	6.54
10/29/2018	Tourism Levy	1	5.23	5.23
10/29/2018	Destination Market Fee	1	3.81	3.81
10/29/2018	Parking Daily	1	20.95	20.95
10/29/2018	Federal Tax GST Parking	1	1.05	1.05

		<b>Total Invoice</b>	<b>164.58</b>
10/30/2018	MC ****8680 Auth: 030408		-164.58
		<b>Total Paid</b>	<b>-164.58</b>
		<b>Total Due</b>	<b>0.00</b>

Total GST 7.59

PAID

I agree that my liability for any charges incurred by me is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of the full amount of these charges. Interest will be charged on any overdue balance.

Signature X \_\_\_\_\_





# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Cammie Laird
Date:	November 2018
Signature (Councillor / Board Member):	<i>Cammie Laird</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Nov 6	Mtg.: SCC - Con. Ed. Work Group / Tel. Conf. @ CC Office (09:30-11:00 Hrs.)	1					26
Nov 7	Attd.: SDAB Training @ Christ. Center (08:15-16:00 Hrs.)	1	1				28
Nov 13	Mtg.: CC Reg. Council (08:30-17:00 Hrs.)				1		26
Nov 14	Attd.: CAEP AGM @ Red Deer c/w Travel (15:00-22:00 Hrs.)	1	1				85
Nov 15	Attd.: Board Leadership Training @ RMH Learning Cent. (08:30-15:30 Hrs.)	1	1				28
Nov 16	Mtg.: CREMAC Orientation @ CC Office (13:00-16:00 Hrs.)	1					26
Nov 18	Travel to Edmonton (13:00-16:30 Hrs.)	1				Dinner	218
Nov 19	Attd.: EOEP Training / Com. Dev. Pub Part. (08:00-15:30 Hrs.) & RMA Conf. Reg	1	1				
Nov 19	Mtg.: ACIAC Excc. Via Tel. Conf. (16:30-17:30 Hrs.)			1			
Nov 20	Attd.: RMA Conv. @ Conv. Center & Mtgs @ AB Legislature (08:00-17:30 Hrs.)	1	1				
Nov 20	Mtg.: CC & Ponoka County Council RE: Partnerships etc. / ICF (18:00-20:30 Hrs.)			1			
Nov 21	Attd.: RMA Conv. @ Conv. Center (08:00-17:30 Hrs.)	1	1				
Nov 22	Attd.: Mtg.: RMA Conv. (08:00-12:30 Hrs.) Travel Home (12:30-16:30 Hrs.)						218
Nov 24	Attd.: RMH Parade of Lights (18:30-22:00 Hrs.)	1					32
Nov 26	Mtg.: RMH Hospital Committee @ Christ. Center (13:30-15:00 Hrs.)	1					28
Nov 26	Mtg.: Dr. Recruitment Com. @ CC Office (18:00-22:00 Hrs.)		1				26

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Remuneration Calculation (for office use only)							
12	Meetings @ 161.00 =	1932.00	795	Kms @ \$0.55 =	437.25		
10	Meetings @ 127.00 =	1270.00	0	Lunch @ 16.00 =	0		
2	Meetings @ 288.00 =	576.00	1	Dinner @ 21.50 =	21.50		
	Supervision =	1003.00					
<b>TOTAL =</b>		<b>4862.00</b>	<b>TOTAL =</b>		<b>458.75</b>		



# Councillor and Board Member Remuneration Statement

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Nov 27	Mtg.: CC Reg. Council (08:30-16:30 Hrs.)				1		26
Nov 28	Mtg.: RMH Library @ Library (17:00-21:30 Hrs.)	1					28
Nov 29	* Mtg.: Rocky Sen. Housing Council @ Westview Lodge (08:30-13:00 Hrs.)	1					28

PAID



# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Cammie Laird
Date:	December 2018
Signature (Councillor / Board Member):	<i>C. Laird</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Dec 3	Mtg.: CC & Brazeau @ Brazeau (07:15-14:00 Hrs.)	1	1				26
Dec 3	Travel to Edmonton (16:30-19:00 Hrs.)			1		Dinner	215
Dec 4	Attd.: AEMA Summit @ Della South Edmonton (08:00-17:30 Hrs.)	1	1			Dinner	
Dec 5	Attd.: AEMA Summit @ Della South Edmonton (08:00-17:30 Hrs.)	1	1			Dinner	
Dec 5	Travel from Edmonton (16:30 -19:30 Hrs.)			1		Dinner	215
Dec 6	Mtg.: CRFRS @ HQ Office (09:30-16:00 Hrs.)	1	1				26
Dec 10	Mtg.: CC With Minister Phillips @ Christ. Center (11:00-14:00 Hr.)	1					30
Dec 11	Attd.: Bighorn Back Country @ Christ. Center (08:30-12:30 Hr.)	1					30
Dec 11	Mtg.: CC Reg. Council (13:00-16:30 Hr.)				1		
Dec 12	Mtg.: CC Council RE: 2019 Draft Budget (08:30-16:30 Hr.)	1	1				26
Dec 12	Attd.: Bighorn Back Country @ Lou Soppit Center (17:30-22:30 Hr.)			1			28
Dec 13	Mtg.: CC Council RE: 2019 Draft Budget (08:30-16:30 Hr.)	1	1				26
Dec 14	Mtg.: CC Council RE: 2019 Draft Budget (08:30-16:30 Hr.)	1	1				26
Dec 17	Mtg.: CC Special Council RE: Budget Aprov. (10:30-12:00 Hr.)				1		26
Dec 17	Travel to Edmonton (12:00-16:30 Hr.) & Mtg ACIAC (16:30-17:30 Hr.)					Dinner	215
Dec 17	Travel from Edmonton (17:30 -22:00 Hrs.)	1					215

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Remuneration Calculation (for office use only)							
10	Meetings @ 161.00 =	1610.00		1104	Kms @ \$0.55 =	607.20	
10	Meetings @ 127.00 =	1270.00		0	Lunch @ 16.00 =	0	
2	Meetings @ 288.00 =	576.00		5	Dinner @ 21.50 =	107.50	
	Supervision =	1003.00			Hotel =	321.08	
<b>TOTAL =</b>		<b>4459.00</b>		<b>TOTAL =</b>		<b>1035.78</b>	

**PAID**

D  
**DELTA**  
 HOTELS  
 MARRIOTT

EDMONTON SOUTH  
 CONFERENCE CENTRE

**4404 Gateway Boulevard NW, Edmonton, Alberta, T6H 5C2**  
**Tel: 780-434-6415 Fax: 780-436-9247**

Mrs Cammie Laird  
 Box 550  
 4340 47 Avenue  
 Rocky Mountain House AB T4T1A4  
 Canada

Room: 0909  
 Folio: 110965  
 Cashier: 63  
 Arrival: 12-03-18  
 Departure: 12-05-18

Group: AEMA Stakeholder Summit

Date	Description	Additional Information	Charges	Credits
12-03-18	Room Charge		143.00	
12-03-18	Room Destination Marketing Fee		4.29	
12-03-18	Room GST		7.36	
12-03-18	AB Tourism Levy		5.89	
12-04-18	Room Charge		143.00	
12-04-18	Room Destination Marketing Fee		4.29	
12-04-18	Room GST		7.36	
12-04-18	AB Tourism Levy		5.89	
12-05-18	Master Card	XXXXXXXXXXXX7389	XX/XX	321.08

GST Summary	
Registration No:	865717755
Room	14.72
F&B	0.00
Other	20.36
<b>Total</b>	<b>35.08</b>

Total	321.08	321.08
Balance Due	0.00	CDN

PAID

Guest Signature: \_\_\_\_\_

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



## Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Daryl Lougheed
Date:	Dec. 17, 2018
Signature (Councillor / Board Member):	<i>Daryl Lougheed</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
2	Broadband workshop	x	x				60
3	Fire Advisory Committee	x					60
5	Strategic Planning	x	x				60
9	Council				x		60
12	RMA District	x	x				
17	MPC	x					60
23	Council				x		60

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<b>Remuneration Calculation (for office use only)</b>					
5	Meetings @ 161.00 =	805		360	Kms @ \$0.55 = 198
3	Meetings @ 127.00 =	381			Lunch @ 16.00 =
2	Meetings @ 288.00 =	576			
	Supervision =	1003.00			
	<b>TOTAL =</b>	<b>2765.00</b>			<b>TOTAL = 198</b>

PAID ENTERED ENTERED



# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Daryl Lougheed
Date:	Dec. 17, 2018
Signature (Councillor / Board Member):	<i>Daryl Lougheed</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
11	Remembrance Day Ceremony	x					64
13	Council				x		60
14	ASB Zone	x	x	x			295
15	Cattlemans Day						
16	Caroline ICF/IDP	x					80
19	RMA	x					195
20	RMA	x	x	x			
21	RMA	x	x				
22	RMA	x	x				195
24	Parade o Lites	x					64
26	MPC	x	x				60
26	Physician Recruitment				x		60
27	Council				x		60
29	Caroline ICF	x					60
30	ASB	x	x				60

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Remuneration Calculation (for office use only)							
11	Meetings @ 161.00 =	1,771. <sup>00</sup>		1,253	Kms @ \$0.55 =	689.15	
9	Meetings @ 127.00 =	1,143. <sup>00</sup>			Lunch @ 16.00 =		
2	Meetings @ 288.00 =	576. <sup>00</sup>					
	Supervision =	1003.00					689.15
	<b>TOTAL =</b>	<b>4493.00</b>					<b>TOTAL =</b>

ENTERED

ENTERED

PAID



# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Daryl Lougheed
Date:	Dec. 17, 2018
Signature (Councillor / Board Member):	<i>Daryl Lougheed</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
3	Brazeau County	x	x				60
10	Special Council/Ministerial	x					64
11	Bighorn Stakeholders/Reg.Council				x		64
12	Budget	x	x				60
12	Bighorn Public Information			x			64
13	Budget	x	x				60
14	Budget	x	x				60
17	Special Council	x					60
17	Bighorn Public Engagement	x					
19	MPC	x	x				60

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8	Meetings @ 161.00 =	1,288		552	Kms @ \$0.55 =	303.60
6	Meetings @ 127.00 =	762			Lunch @ 16.00 =	
1	Meetings @ 288.00 =	288				
	Supervision =	1003.00				
	<b>TOTAL =</b>	<b>3341.00</b>				<b>303.60</b>

ENTERED

PAID



# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Michelle Swanson
Date:	December 10, 2018
Signature (Councillor / Board Member):	<i>Michelle Swanson</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Nov 2	Tourism Forum	✓					26
Nov 7	Recreation Board Mtg	✓					26
Nov 13	Council Meeting				✓		26
Nov 13	Women's Shelter Wine & Roses						-
Nov 14	FCSS	✓					26
Nov 14	CAEP AGM		✓				198
Nov 15	RDRMUG	✓	✓				643
Nov 18	Travel to RMA (Edm)	✓					209
Nov 19	EOEP Muni Corp Planning & Finance	✓	✓				-
Nov 20	RMA	✓	✓	✓			-
Nov 21	RMA	✓	✓				-
Nov 22	RMA & Travel to RMH	✓	✓				226
Nov 24	Rocky Parade of Lights	✓					26
Nov 26	Municipal Planning Commission	✓	✓				26
Nov 27	Council Meeting				✓		26
Nov 28	AE& P session with Bighorn Standing Committee	✓					13

**PAID**

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Remuneration Calculation (for office use only)					
14	Meetings @ 161.00 =	2254.00 ✓	1471	Kms @ \$0.55 =	809.05 ✓
11	Meetings @ 127.00 =	1397.00 ✓	0	Lunch @ 16.00 =	0
2	Meetings @ 288.00 =	576.00 ✓			
	Supervision =	1003.00 ✓			
<b>TOTAL =</b>		<b>5230.00</b>	<b>TOTAL =</b>		<b>809.05</b>







# Councillor and Board Member Remuneration Statement

Name of Councillor / Board Member:	Michelle Swanson
Date:	December 18
Signature (Councillor / Board Member):	<i>Michelle Swanson</i>

**PAYMENT PERIOD**

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

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

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55/km
Dec 3	Brazeau County Mtg RE: Bighorn	✓	✓				26
Dec 5	FCSS	✓					26
Dec 5	Rec Board Mtg		✓				26
Dec10	Tri Council Mtg with Minister Phillips RE: Bighorn	✓					26
Dec 11	AEP Session with Elected Officials RE: Bighorn	✓					26
Dec 11	Council Meeting				✓		
Dec 11	Frisco Hall Christmas Potluck						
Dec 12	Council Budget	✓	✓				26
Dec 12	AEP/GOA Bighorn Proposal Open House			✓			26
Dec 13	Council Budget	✓	✓				26
Dec 13	Chamber of Commerce Lunch						
Dec 14	Council Budget	✓	✓				26
Dec 14	Aurora Hall Christmas Potluck						
Dec 17	Special Mtg	✓					26
Dec 17	AEP/GOA Bighorn Proposal Open House		✓				
Dec 19	MPC	✓	✓				26

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Remuneration Calculation (for office use only)							
9	Meetings @ 161.00 =	1449.00		286	Kms @ \$0.55 =	157.30	
8	Meetings @ 127.00 =	1016.00		0	Lunch @ 16.00 =	0	
1	Meetings @ 288.00 =	288.00					
	Supervision =	1003.00					
	<b>TOTAL =</b>	<b>3756.00</b>				<b>TOTAL =</b>	<b>157.30</b>

# Clearwater County Councilor and Board Member Remuneration Statement

For the Year of ...2018.....

Name of Councilor / Board Member ..... John Vandermeer .....

Payment Periods

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

**Council Supervision Rate – \$1,003.00 Monthly**  
**Reeve Supervision Rate - \$2,014.00 Monthly**  
**Deputy Reeve Supervision Rate - \$1250.00 Monthly**

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
2	BROADBAND WORKSHOP	✓	✓				80
3	CAEP MUN ENGAGE	✓					160
5	A+P	✓	✓				80
9	COUNCIL				✓		80
12	RMA DISTRICT	✓	✓				60
13	PHYS RECRUIT.	✓					90
15	INVEST ATTR WORKSHO	✓					80
17	DIG. FUTURES	✓					420
18	DIG FUTURES	✓	✓				
19	DIG FUTURES	✓	✓				420
20	MEET W. VILAGE						80
23	COUNCIL				✓		80
25	EC. DEV. - MINISTERS	✓	✓				460

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2090

## Remuneration Calculation

<u>10</u>	Meetings @ \$161.00=	<u>1610</u>	<u>2090</u>	Kms @ \$0.55=	<u>1149.50</u>
<u>6</u>	Meetings @ \$127.00=	<u>762</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>2</u>	Meetings @ \$288.00=	<u>576</u>		HOTEL	<u>289.64</u>
	Supervision=	<u>1792.19</u>		"	<u>189.28</u>
	<b>TOTAL=</b>	<b><u>4740.19</u></b>	PAID	<b>TOTAL=</b>	<b><u>1628.42</u></b>

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

*John Vandermeer*



GO ON *extend* YOUR STAY

CONTACT US

John Vandermeer  
Box 550  
Rocky Mountain House, AB, T4T1A4  
GST# 82414 3507RT0001

Folio #: 25903  
Room Number: 411  
Pay Method: VI  
Digital Futures Symposium

Arrival Date: 10/17/2018  
Departure Date: 10/19/2018

Confirmation #: 31396

Date	Code	Reference	Room	Amount
10/17/2018	ROOM	ROOM	411	129.00
10/17/2018	RGST	ROOM GST	411	6.45
10/17/2018	DMF	DESTINATION MRKT FUND	411	3.87
10/17/2018	HT	HOTEL TAX	411	5.16
10/17/2018	RGST	ROOM GST	411	0.19
10/17/2018	HT	HOTEL TAX	411	0.15
10/18/2018	ROOM	ROOM	411	129.00
10/18/2018	RGST	ROOM GST	411	6.45
10/18/2018	DMF	DESTINATION MRKT FUND	411	3.87
10/18/2018	HT	HOTEL TAX	411	5.16
10/18/2018	RGST	ROOM GST	411	0.19
10/18/2018	HT	HOTEL TAX	411	0.15
10/19/2018	VS	VISA- Visa(4024)	411	289.64
		<b>Subtotal</b>		258.00
		<b>Taxes</b>		31.64
		<b>Total Due</b>		289.64
		<b>Payment</b>		289.64
		<b>Balance Due</b>		0.00

Thank you for staying with us! We look forward to welcoming you back soon.

Have a safe and pleasant journey to your next destination.

Warmest Regards,

Erica McNeil  
General Manager

PAID

Pomeroy Inn & Suites Vermilion  
4111 51 Street

**Mr John VANDERMEER**  
Box 269  
CAROLINE AB T0M 0M0  
CANADA

## Invoice

Invoice date 10/26/2018  
Invoice number 413813  
Our reference CEP-FC681771 /  
Client Number CRS-G3963455  
GST Number 10103 5467 RT0020

Date	Description	Quantity	Unit Price	Total ()
10/25/2018	Room Charge	1	149.00	149.00
10/25/2018	GST Taxes	1	7.67	7.67
10/25/2018	Tourism Levy	1	6.14	6.14
10/25/2018	Destination Market Fee	1	4.47	4.47
10/25/2018	Parking Daily	1	20.95	20.95
10/25/2018	Federal Tax GST Parking	1	1.05	1.05
<b>Total invoice</b>				<b>189.28</b>
10/26/2018	VS ****4024 Auth: 423230			-189.28
<b>Total Paid</b>				<b>-189.28</b>
<b>Total Due</b>				<b>0.00</b>

Total GST 8.72

I agree that my liability for any charges incurred by me is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part of the full amount of these charges. Interest will be charged on any overdue balance.

Signature X \_\_\_\_\_

PAID

# Clearwater County

## Councilor and Board Member Remuneration Statement

For the Year of ...2018.....

Name of Councilor / Board Member .....

JOHN VANDERMEER

### Payment Periods

January  
May  
September

February  
June  
October

March  
July  
November

April  
August  
December

Council Supervision Rate - \$1,003.00 Monthly  
Reeve Supervision Rate - \$2,014.00 Monthly  
Deputy Reeve Supervision Rate - \$1250.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
11	CAROLINE RENEWS	✓					16
13	COUNCIL				✓		
14	CAEP FGM	✓	✓				160
16	CAROLINE ICF	✓					16
19	RMA FINANCE COMM	✓	✓	✓			230
20	RMA	✓	✓				
21	RMA	✓	✓				
22	RMA	✓	✓				230
23	TELECON - PHILLIPS	✓					
24	PARADE OF LIGHTS	✓					80
27	COUNCIL				✓		80
29	CAROLINE ICF	✓					80

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892

### Remuneration Calculation

10 Meetings @ \$161.00= 1610  
6 Meetings @ \$127.00= 762  
2 Meetings @ \$288.00= 576  
 Supervision= 1250.00  
**TOTAL= 4998.00**

892  
8

Kms @ \$0.55= 490.60  
 Lunch @ \$16.00= 0  
 HOTEL 234.32

PAID TOTAL= 724.92

Signature {Councilor / Board Member}

John Vandermeer



**CHATEAU  
LACOMBE**  
HOTEL

15

11-19-18

<b>John Vandermeer</b> <b>PO Box 269</b> <b>Caroline AB T0M 0M0</b> <b>Canada</b>	Folio No. :		Room No. :	<b>1910</b>
	A/R Number :		Arrival :	<b>11-18-18</b>
	Group Code :		Departure :	<b>11-19-18</b>
	Company :	<b>Clearwater County</b>	Conf. No. :	
	Membership No. :		Rate Code :	<b>SELLPROI</b>
			Page No. :	<b>1 of 1</b>

Date	Description	Charges	Credits
11-18-18	Room Charge	190.00	
11-18-18	ERDMF-3%	5.70	
11-18-18	Tourism Levy	7.83	
11-18-18	Room GST	9.79	
11-18-18	Parking	20.00	
11-18-18	Parking GST	1.00	
11-19-18	Visa		234.32
<b>Total</b>		<b>234.32</b>	<b>234.32</b>
<b>Balance</b>		<b>0.00</b>	

**Guest Signature: X** \_\_\_\_\_

I have received the goods and / or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

**GST Summary:**

Room	9.79
F&B	7.83
Misc.	1.00

G.S.T. Registration Number: R816322242

PAID

# Clearwater County

## Councilor and Board Member Remuneration Statement

For the Year of ...2018.....

Name of Councilor / Board Member

JOHN VANDER MEER

### Payment Periods

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

Council Supervision Rate - \$1,003.00 Monthly  
 Reeve Supervision Rate - \$2,014.00 Monthly  
 Deputy Reeve Supervision Rate - \$1250.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
3	MEET w BRAZEAU	✓	✓				80
5	CAEP ORG MTE.	✓	✓				160
10	SPECIAL COUNCIL MTE.	✓					80
17	COUNCIL AEP BIGHORN				✓		80
22	BUDGET	✓	✓				80
13	BUDGET - CHAMBER	✓	✓				80
14	BUDGET	✓	✓				80
17	SPECIAL COUNCIL BIGHORN - PUBLIC	✓	✓				80

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720

### Remuneration Calculation

7	Meetings @ \$161.00=	1127	720	Kms @ \$0.55=	396.00
6	Meetings @ \$127.00=	762	0	Lunch @ \$16.00=	0
1	Meetings @ \$288.00=	288			
	Supervision=	1250.00			
	<b>TOTAL=</b>	<b>3427.00</b>		<b>TOTAL=</b>	<b>396.00</b>

PAID

Signature {Councilor / Board Member}

John Vandermeer