

**CLEARWATER COUNTY  
COUNCIL AGENDA  
May 10, 2011**

**DELEGATIONS:**

**1:15 LAND USE AMENDMENT PUBLIC HEARING**

**A. CALL TO ORDER**

**B. AGENDA ADOPTION**

**C. CONFIRMATION OF MINUTES**

1. April 26, 2011 Regular Meeting Minutes
2. April 26, 2011 Public Hearing Minutes

**D. PUBLIC WORKS**

1. Public Works Manager's Report
2. Proposed access to SW 12 -39 -7 W5
3. Twp 40-2 and Hwy 761 Intersection

**E CORPORATE SERVICES**

1. Accounts Payable Listing
2. Financial Information Report
3. Westview Lodge Financial Statements

**F. MUNICIPAL**

1. Municipal Manager's Report
2. Shaping Alberta's Future - Invitation
3. County Branding and Logo
4. May Long Weekend Task Force – Verbal Report
5. Town/Village/County Joint Council Meeting

**6. INCAMERA**

- a. Draft Economic Development Policy

**G. PLANNING**

1. 1:15 Land Use Bylaw Amendment - Bylaw 938/11
2. Peter and Jean Smith - Bylaws 940/11, 941/11 and 942/11

**H. COMMITTEE REPORTS**

**I. ADJOURNMENT**

## **TABLED ITEMS**

<b><u>Date</u></b>	<b><u>Item, Reason and Status</u></b>
08/10/10	Residential Subdivision Policy <ul style="list-style-type: none"><li>• To allow more discussion between Council and Public Works.</li></ul> <b>STATUS: In progress, Public Works</b>
01/25/11	Access Roads Policy Review <ul style="list-style-type: none"><li>• To allow further policy review.</li></ul> <b>STATUS: In progress, Public Works</b>
04/26/11	Deferral of Farmland Tax Deadline <ul style="list-style-type: none"><li>• Council to discuss at Strategic Planning meeting.</li></ul> <b>STATUS: In progress, Council</b>

## ***AGENDA ITEM***

**DATE:** April 28, 2011

**ITEM:** Proposed access to SW 12 -39 -7 W5

**PREPARED BY:** Erik Hansen/Marshall Morton

**BACKGROUND:** The administration received a request from Dan Sponberg proposing the construction of 800m of municipal standard road on a cost share basis with Clearwater County.

The proposed road would continue south on the currently undeveloped portion of Range Road 7-1 south of Twp Rd 39-2 approximately 200m. The balance of the existing road would then be upgraded to municipal standard which would then provide legal access to the SW 12 -39 -7 W5.

The subject area has been inspected and determined that the proposed road does qualify under the "Access Roads" policy. The estimated cost of this project is \$95,140.00. If Council approves the described development the County's share would be \$71,355.00. The 2011 Access Roads budget has already been allocated to other projects therefore this road would be scheduled for 2012. The scheduled 2011 projects include the Hoven access road (NW 21- 37-4 W5), the McKeown access road (SW 17- 35-5 W5) and the Sauter access road (SW 6- 35-5 W5).

The Sponberg request letter and an air photo are attached for your review.

**RECOMMENDATION:** That Council reviews this information and approves the construction of the described access road in 2012 under the provisions of the Access Roads Policy.

**Erik Hansen**

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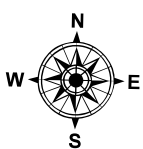
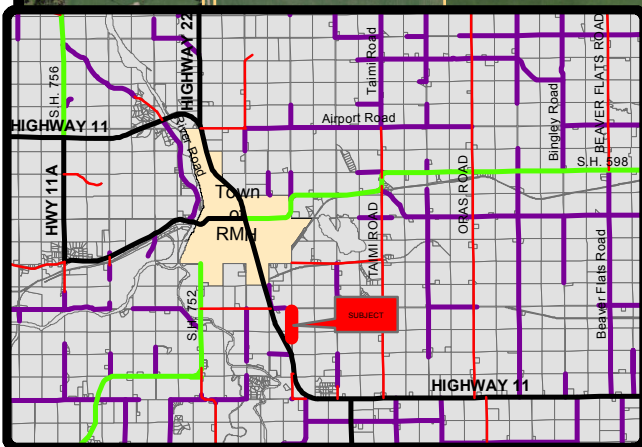
**From:** Frances Spongberg <fspongberg@mac.com>  
**Sent:** April 10, 2011 8:46 AM  
**To:** Erik Hansen  
**Subject:** Dan Spongberg RE: SW - 12 - 39 - 07 - W5

Dear Eric Hansen,

Request estimate for road construction for access to SW-12-39-07-W5 as per conversation.

Thank You,

Dan Spongberg  
403-845-9223  
[fspongberg@mac.com](mailto:fspongberg@mac.com)



**Proposed Access Road  
to provide access to S.W. 12-39-7 W5  
Dan Spongberg**

## ***AGENDA ITEM***

**DATE:** May 4, 2011

**ITEM:** Township Road 40-2 and Highway 761 Intersection

**PREPARED BY:** Erik Hansen/Marshall Morton

**BACKGROUND:** As Council may recall during the regular meeting held in January, the decision regarding this intersection included bringing this item back for review after staff consulted with the area residents affected by the proposed construction.

This intersection improvement impacts 4 parcels owned by 2 residents. Mr. Rangen owns the SE 14, SW 13 and the NW 12- 40- 5 W5 where as Mr. Hake owns the NE 11- 40- 5 W5. Both owners have been contacted and are agreeable with the proposed construction plan. This plan includes improving both sides of the intersection utilizing the excess cut material on the east side to fill the west side. A traffic accommodation strategy has been submitted to Alberta Transportation for their review. The revised estimate for this intersection improvement is \$160,000.00 with funds available within the 2011 Gravel Road Rehabilitation budget.

**RECOMMENDATION:** That Council reviews the information provided and approves the intersection improvement as described.

# Agenda Item

Date: May 10, 2011

Item: Press Release - Clearwater County Financial Statements

Prepared by: Murray Hagan

## **Introduction:**

Following the approval of the County's consolidated financial statements on May 26, 2011, we have prepared the attached summarized information to be released to the three local newspapers for publication on or after May 10, 2011.

## **Background:**

Electronic copies of the consolidated financial statements have been posted on the Clearwater County website and have been sent to Alberta Municipal Affairs.

Sharing this summarized information through a press release will provide the County an opportunity to communicate with the public. It also allows us to add a visual presentation of our financial information to aid understanding.

Readers will be encouraged to visit the website for further details.

## **Recommendation:**

That Council accepts this press release for information.

**Consolidated Statement of Financial Position**  
**Summarized Information**  
**As at December 31, 2010**

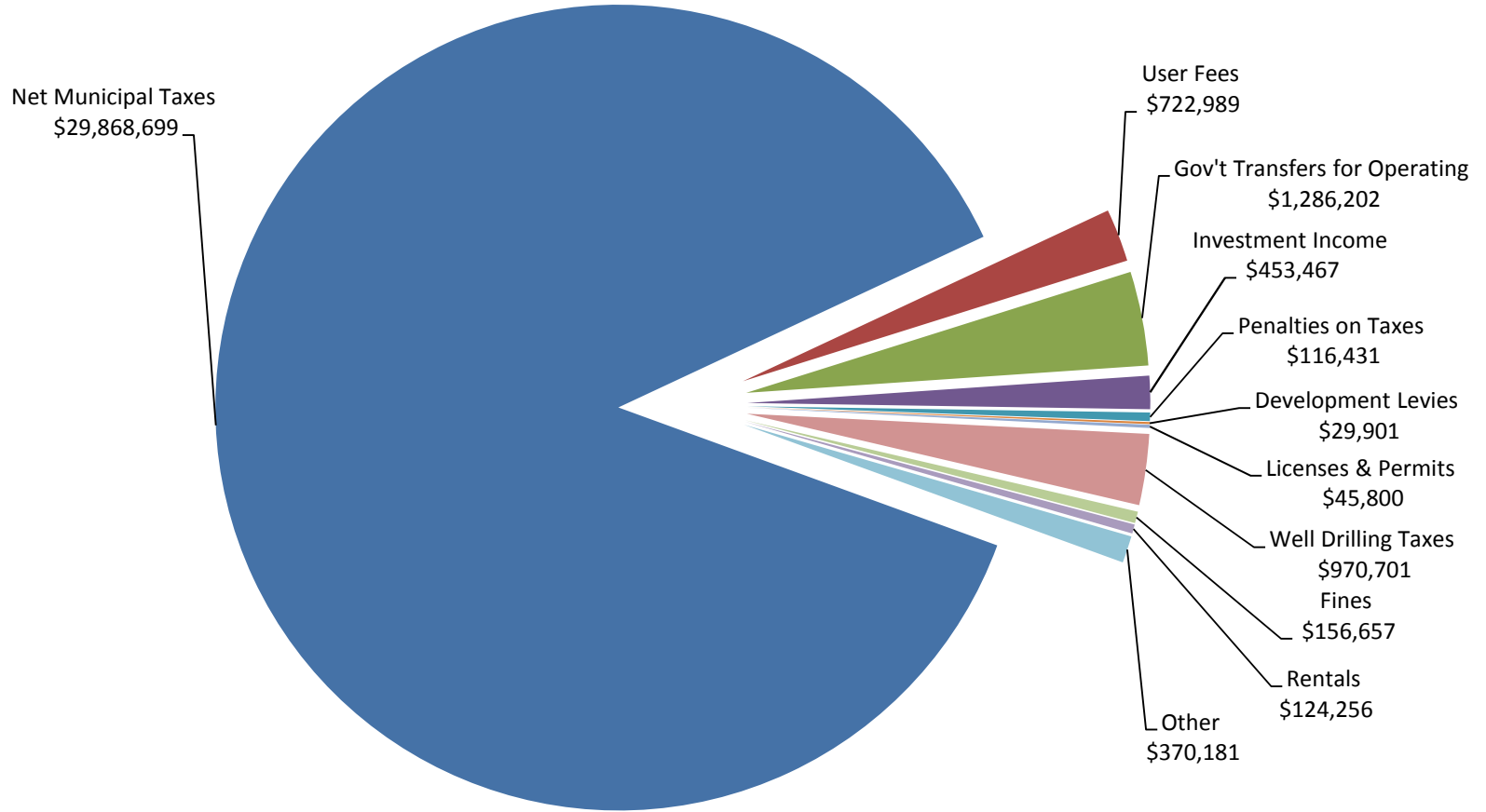
	<b>2010</b>	<b>2009</b> <b>(Restated)</b>
	<hr/>	<hr/>
Financial assets	\$ 44,125,744	\$ 50,447,550
Financial liabilities	<hr/> 17,326,896	<hr/> 16,121,326
Net financial assets	<hr/> 26,798,848	<hr/> 34,326,224
Non-financial assets	<hr/> 363,643,983	<hr/> 342,675,706
Accumulated Surplus	<hr/> <hr/> \$ 390,442,831	<hr/> <hr/> \$ 377,001,930



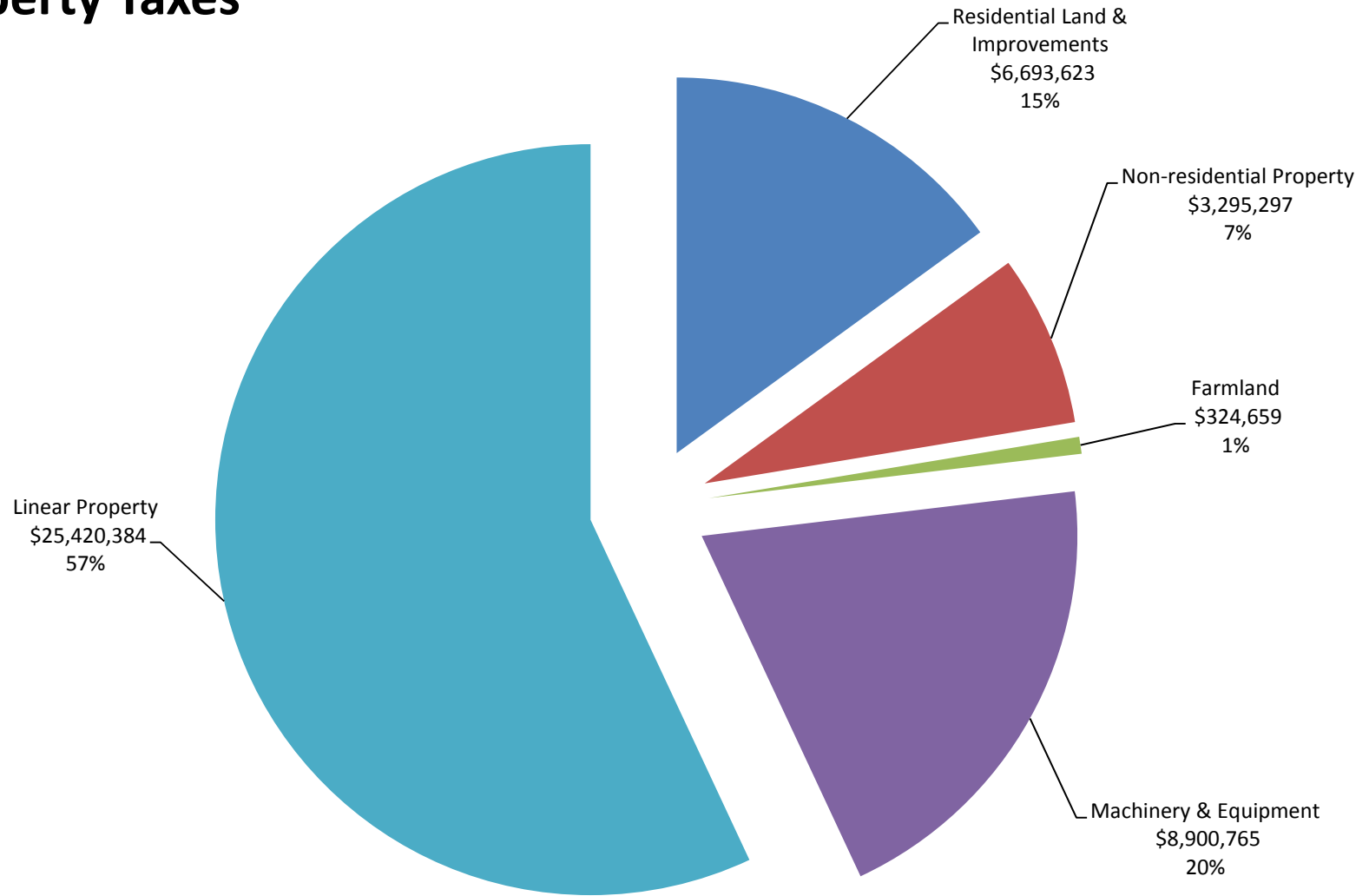
**Consolidated Statement of Operations**  
**Summarized Information**  
**For the Year Ended December 31, 2010**

	<b>Budget</b> <b>(Unaudited)</b>	<b>2010</b>	<b>2009</b> <b>(Restated)</b>
Revenue	\$ 34,169,003	\$ 34,145,284	\$ 34,346,137
Expenses	<u>26,044,703</u>	<u>38,702,856</u>	<u>33,660,080</u>
Excess (deficiency) of revenue over expenses before other	8,124,300	(4,557,572)	686,057
Other			
Government transfers for capital	27,182,705	22,401,555	10,162,914
Loss on disposal of tangible capital assets	<u>-</u>	<u>(4,403,082)</u>	<u>(4,668,993)</u>
Excess of revenue over expenses	<u>35,307,005</u>	<u>13,440,901</u>	<u>6,179,978</u>
Accumulated surplus, beginning of year	<u>377,001,930</u>	<u>377,001,930</u>	<u>370,821,952</u>
Accumulated surplus, end of year	<u><u>\$ 412,308,935</u></u>	<u><u>\$ 390,442,831</u></u>	<u><u>\$ 377,001,930</u></u>

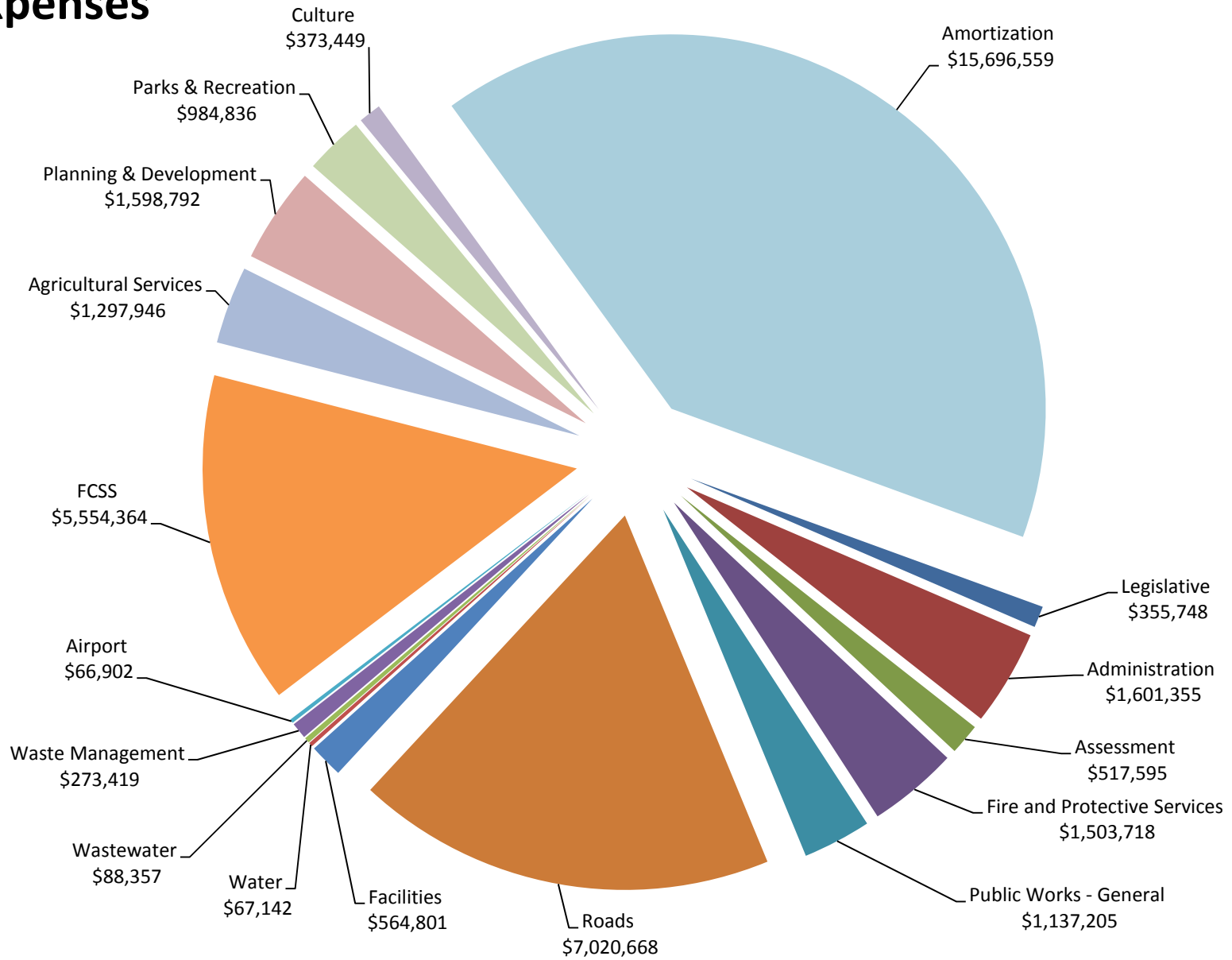
# Revenue



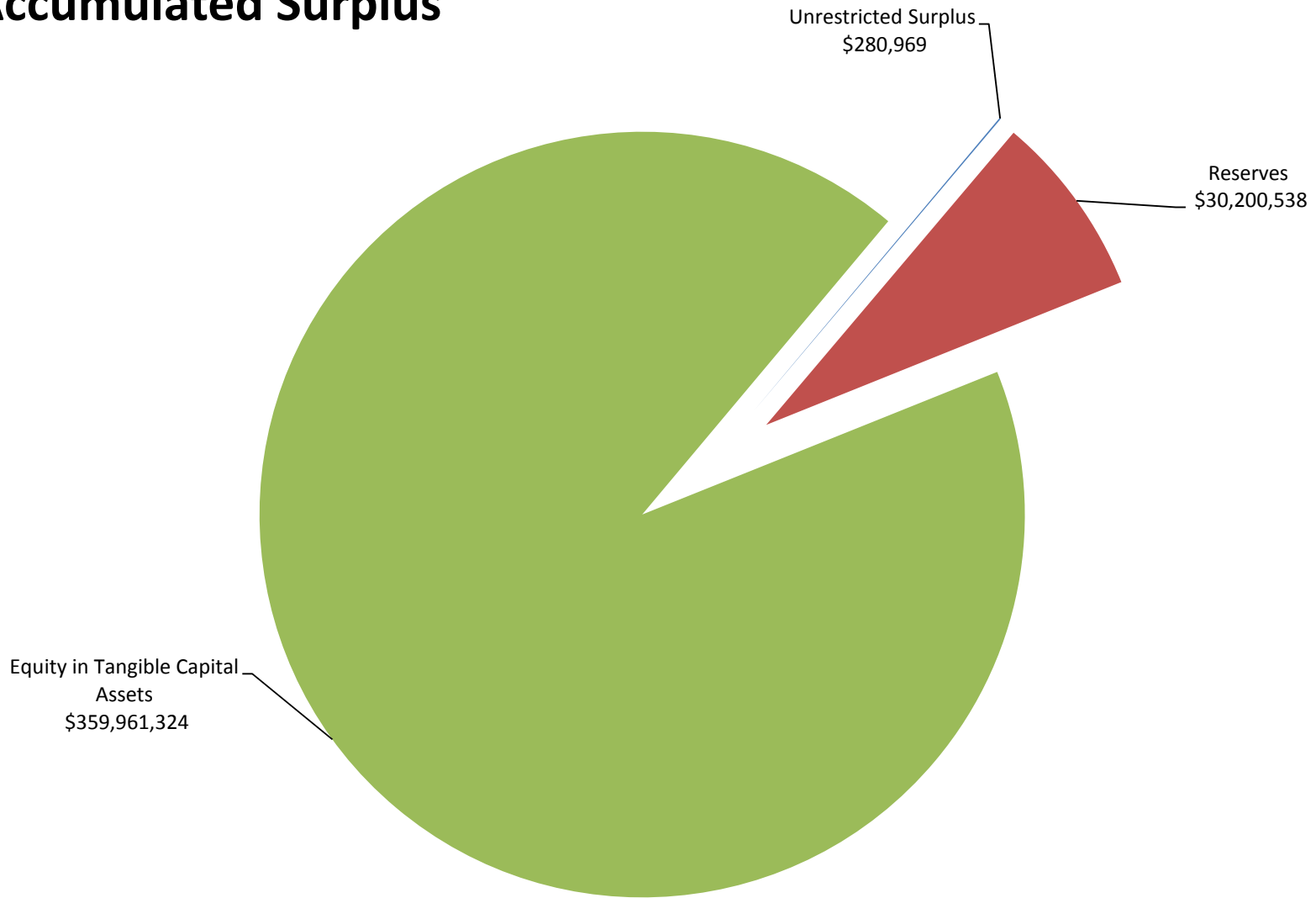
# Property Taxes



# Expenses



# Accumulated Surplus



# Agenda Item

Date: May 10, 2011

Item: Westview Lodge Financial Statements

Prepared by: Murray Hagan

## **Introduction:**

Clearwater County recently received the attached copy of the audited financial statements for the Rocky Senior Housing Council - Westview Lodge for the year ended December 31, 2010.

## **Background:**

Clearwater County provides annual funding to the Rocky Senior Housing Council, through requisition, for operation of the Westview Lodge. In 2010, the County also authorized payment in the amount of \$5,083,741 to assist with funding for the Lodge Modernization and Improvement Program. This contribution was funded through debenture debt, repayable over the next 15 years.

## **Highlights:**

The audit report is qualified, but only to the extent of donation revenue that is not subject to satisfactory audit verification. This is a common qualification with respect to not-for profit organizations, and is not of significant concern.

Net cash available for operations decreased by \$165,166 from 2009, mainly attributable to the operating deficit incurred in 2010 and net changes in other current asset and liability accounts.

Property, plant and equipment (TCA) increased by \$4,871,670 which is represented by construction costs of \$4,959,685 plus other net additions and reduced by amortization. Related increases can be seen in accounts payable (\$1,990,032) and deferred capital contributions (\$3,163,341).

While the County recognized the entire capital funding contribution in 2010, the Lodge statements only reflect the portion received during the year. Had they recognized the entire amount in 2010, accounts receivable and deferred revenue would have both been higher by \$2,541,571. The additional payment received in 2011 was disclosed as a subsequent event in Note 15.

**Highlights (continued):**

Excluding the increase in administrative allocation (no explanation as to what this represents), general revenues are up \$22,715 while requisitions and grants stayed relatively steady compared to the prior year. Note that the 2011 requisition is also consistent with the 2009 and 2010 amounts.

Expenses increased by \$94,614, with the most notable changes occurring within food, utilities and wages.

The net operating deficit for the year was \$10,828 which decreased the overall equity position of the entity from \$1,838,856 to \$1,828,028. \$1,152,865 of this amount is represented by equity in tangible capital assets.

**Recommendation:**

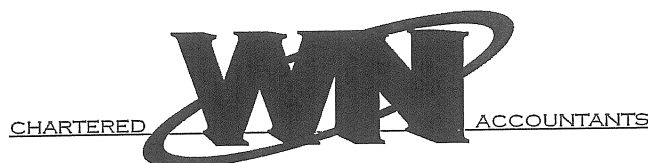
That Council accepts these financial statements for information.

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2010**





## WADE NOBLE & PARTNERS LLP

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 ROCKY MOUNTAIN HOUSE  
 ALBERTA, T4T 1A1  
 (403) 845-3226  
 FAX (403) 845-3226

### INDEPENDENT AUDITORS' REPORT

To The Board of Directors  
 Rocky Senior Housing Council - Westview Lodge

#### *Report on the Financial Statements*

We have audited the financial position of Rocky Senior Housing Council Westview Lodge as at December 31, 2010 and the statements of operations, cash flows, changes in net assets for the year then ended, as well as the summary of significant accounting policies and other explanatory information.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Generally Accepted Accounting Principles, and such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditor's responsibility*

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

#### *Basis for Qualified Opinion*

In common with many charitable organizations, the Lodge derives revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to donation revenue, surplus (deficit), and net assets.

#### *Qualified Opinion*

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the donations referred to in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the financial position of the Lodge as at December 31, 2010 and the results of its operations, cash flows and net assets for the year then ended in accordance with Canadian generally accepted accounting principals.

Chartered Accountants

Rocky Mountain House, Alberta  
 March 16, 2011

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**FINANCIAL POSITION  
DECEMBER 31, 2010**

	2010	2009
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash	\$ 53,053	\$ 231,135
Restricted cash (Note 3)	2,327,830	2,130,049
Term Deposits (Note 4)	250,000	100,000
Amounts receivable	180,732	56,599
Inventories	17,061	16,248
Prepaid expenses	<u>13,420</u>	<u>12,702</u>
	<u>2,842,096</u>	<u>2,546,733</u>
<b>TERM DEPOSITS (Note 4)</b>	<u>-</u>	<u>150,000</u>
<b>PROPERTY, PLANT AND EQUIPMENT (Note 5)</b>	<u>7,134,706</u>	<u>2,263,036</u>
	<u>\$ 9,976,802</u>	<u>\$ 4,959,769</u>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Bank indebtedness	\$ 47,036	\$ 59,952
Amounts payable (Note 6)	2,074,011	83,979
Wages payable	45,886	46,149
Deferred revenue	<u>-</u>	<u>112,333</u>
	<u>2,166,933</u>	<u>302,413</u>
<b>DEFERRED CAPITAL CONTRIBUTIONS - RESTRICTED (Note 7)</b>	<u>5,981,841</u>	<u>2,818,500</u>
<b>TOTAL LIABILITIES</b>	<u>8,148,774</u>	<u>3,120,913</u>
<b>COMMITMENTS AND CONTINGENCIES (Note 16)</b>		
<b>NET ASSETS</b>		
<b>UNRESTRICTED NET ASSETS</b>	1,678,028	1,688,856
<b>INTERNALLY RESTRICTED NET ASSETS (Note 8)</b>		
<b>BUS REPLACEMENT RESERVE</b>	50,000	50,000
<b>GENERAL RESERVE</b>	<u>100,000</u>	<u>100,000</u>
	<u>1,828,028</u>	<u>1,838,856</u>
	<u>\$ 9,976,802</u>	<u>\$ 4,959,769</u>

ON BEHALF OF THE BOARD:

\_\_\_\_\_ Director

\_\_\_\_\_ Director

See accompanying notes to the financial statements

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**STATEMENT OF OPERATIONS  
YEAR ENDED DECEMBER 31, 2010**

	2010	2009
<b>REVENUE</b>		
Rental revenue	\$ 699,279	\$ 691,182
Interest earned	26,725	13,710
Administration allocation	152,807	98,628
Non-resident meals	13,706	15,737
Laundry	24,995	25,478
Utilities recovered	1,298	1,210
Donations	12,163	7,823
Sundry	<u>797</u>	<u>1,108</u>
	<u>931,770</u>	<u>854,876</u>
 <b>EXPENSES</b>		
Operating - Schedule 1	1,091,645	1,023,544
Maintenance - Schedule 2	208,893	197,986
Administration - Schedule 3	<u>224,932</u>	<u>209,326</u>
	<u>1,525,470</u>	<u>1,430,856</u>
	(593,700)	(575,980)
 BUS OPERATIONS - Schedule 4	<u>3,456</u>	<u>5,412</u>
 <b>DEFICIT BEFORE REQUISITIONS AND LODGE ASSISTANCE PROGRAM</b>	(590,244)	(570,568)
 REQUISITIONS (Note 9)	475,393	475,000
 GRANTS AND LODGE ASSISTANCE PROGRAM	<u>196,461</u>	<u>195,184</u>
 <b>SURPLUS BEFORE AMORTIZATION</b>	81,610	99,616
 AMORTIZATION	<u>(92,438)</u>	<u>(91,518)</u>
 <b>SURPLUS (DEFICIT)</b>	<u>\$ (10,828)</u>	<u>\$ 8,098</u>

See accompanying notes to the financial statements

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**STATEMENT OF CASH FLOWS  
YEAR ENDED DECEMBER 31, 2010**

	2010	2009
<b>OPERATING ACTIVITIES</b>		
Surplus (deficit)	\$ (10,828)	\$ 8,098
Add (deduct) non-cash items:		
Amortization	<u>92,438</u>	<u>91,518</u>
	81,610	99,616
Net changes in non-cash working capital	<u>(297,613)</u>	<u>70,998</u>
Cash from (used for) operating activities	<u>(216,003)</u>	<u>170,614</u>
<b>FINANCING ACTIVITIES</b>		
Deferred capital contributions - restricted	<u>3,163,341</u>	<u>2,818,500</u>
Cash from (used for) financing activities	<u>3,163,341</u>	<u>2,818,500</u>
<b>INVESTMENT ACTIVITIES</b>		
Proceeds (purchase) of long term deposit	150,000	(50,000)
Purchase of property, plant and equipment	<u>(2,914,723)</u>	<u>(723,451)</u>
Cash from (used for) investment activities	<u>(2,764,723)</u>	<u>(773,451)</u>
<b>INCREASE (DECREASE) IN CASH</b>	182,615	2,215,663
<b>CASH BEGINNING OF YEAR</b>	<u>2,401,232</u>	<u>185,569</u>
<b>CASH END OF YEAR</b>	<u>\$2,583,847</u>	<u>\$2,401,232</u>
<b>CASH COMPRISED OF:</b>		
Cash	\$ 53,053	\$ 231,135
Term deposits	250,000	100,000
Restricted cash	2,327,830	2,130,049
Bank Indebtedness	<u>(47,036)</u>	<u>(59,952)</u>
	<u>\$2,583,847</u>	<u>\$2,401,232</u>

For cash flows note see Note 12

See accompanying notes to the financial statements

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**STATEMENT OF CHANGES IN NET ASSETS  
YEAR ENDED DECEMBER 31, 2010**

	Unrestricted Net Assets	Bus Replacement Reserve	General Reserve	Total Net Assets
<b>2010</b>				
Balance, beginning of year	\$ 1,688,856	\$ 50,000	\$ 100,000	\$ 1,838,856
Surplus (deficit)	<u>(10,828)</u>	<u>-</u>	<u>-</u>	<u>(10,828)</u>
Balance, end of year	<u>\$ 1,678,028</u>	<u>\$ 50,000</u>	<u>\$ 100,000</u>	<u>\$ 1,828,028</u>
<b>2009</b>				
Balance, beginning of year	\$ 1,680,758	\$ 50,000	\$ 100,000	\$ 1,830,758
Transfers	-	-	-	-
Surplus (Deficit)	<u>8,098</u>	<u>-</u>	<u>-</u>	<u>8,098</u>
Balance, end of year	<u>\$ 1,688,856</u>	<u>\$ 50,000</u>	<u>\$ 100,000</u>	<u>\$ 1,838,856</u>

See accompanying notes to the financial statements

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**1. PURPOSE OF ORGANIZATION**

Rocky Senior Housing Council Westview Lodge is incorporated under the Societies Act and is a registered charity under the Income Tax Act. The operations of the "Lodge" fall under the provisions of the Alberta Housing Act.

Rocky Senior Housing Council Westview Lodge provides affordable room and board for senior citizens who are functionally independent with the assistance available through existing community-based services and who would not otherwise be more appropriately provided for in a health care facility. The Lodge can accommodate 53 residents. Contracting Municipalities are:

Clearwater County  
Town of Rocky Mountain House  
Village of Caroline

**2. SIGNIFICANT ACCOUNTING POLICIES**

(a) Basis of presentation

These financial statements report solely the operations and statements of financial position of Rocky Senior Housing Council Westview Lodge. The Rocky Senior Housing Council, a related entity by virtue of being governed by the same Board of Directors, manages the operations of five additional self-contained projects in the Rocky Mountain House area which provide affordable housing to Alberta seniors. As Westview Lodge possess no control over Rocky Senior Housing Council, consolidated financial statements would not conform to generally accepted accounting principles.

(b) Revenue recognition.

The Lodge follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Residential maintenance revenue is recognized on a monthly basis over the life of the contract. Service revenue is recognized when services have been rendered.

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

(c) Cash

The Lodge's cash consists of cash held on deposits in bank accounts and cash held on hand.

(d) Inventory

Inventory is recorded at the lower of cost and net realizable value, cost is determined on a first in first out basis.

(e) Property, plant and equipment

Property, plant and equipment are recorded at cost and amortized over their estimated useful lives on a straight line basis at the following rates:

Rental Buildings	- 2.5%
Equipment, furnishings and office equipment	- 10%
Vehicles	- 15%

In the year of acquisition, amortization is calculated at one-half of the normal rates and no amortization is recorded in the year of disposition. No amortization provision is provided for on assets under construction.

(f) Impairment of Long-lived Assets

Long-lived assets, such as property, plant and equipment and tangible assets with finite lives, are reviewed for impairment whenever events or changes in circumstances indicate that the carrying value of an asset may not be recoverable. Recoverability of assets to be held and used is measured by a comparison of the carrying amount of the assets to future undiscounted cash flows expected to be generated by the assets. If such assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the fair value of the assets. Assets to be disposed of are reported at the lower of the carrying amount or fair value less costs to sell. As at December 31, 2010, there are no events or circumstances indicating that the carrying value of long-lived assets may not be recoverable.

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

(g) Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results could differ from those estimated. Estimates are used when accounting for items and matters such as allowance for doubtful accounts, inventory obsolescence, amortization, impairment of long-lived assets and contingencies.

(h) Cash flow reporting

The Lodge follows the indirect method in reporting its cash flows from operating activities

(i) Financial Instruments

The Lodge has chosen to apply Financial Instruments - Disclosure and Presentation, section 3861, in place of Financial Instruments - Disclosure section 3862 and Financial Instruments - Presentation, section 3863.

(j) Deferred Capital Contributions - Restricted

Deferred capital contributions consist of restricted amounts received from the Province of Alberta, Clearwater County, Town of Rocky Mountain House, and Village of Caroline for the construction of a new seniors lodge. Deferred capital contributions are amortized at the same rate the corresponding capital asset is amortized.

**3. RESTRICTED CASH**

Restricted cash of \$2,327,830 (2009 - \$2,130,049) is comprised of unspent funding received from the Town of Rocky Mountain House, Clearwater County, Village of Caroline and Province of Alberta for the construction of a new seniors lodge and amounts set aside by Westview Lodge for future expenditures. The funds are held in a business custom plan account earning interest at the bank's prime lending rate less 1.65% per annum. The effective rate at year end is 1.35% (2009 - 0.60%).



**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**4. TERM DEPOSITS**

	2010	2009
Term deposit maturing March 14, 2011 and earning interest at 3.0% per annum.	\$ 50,000	\$ -
Term deposit maturing April 13, 2011 and earning interest at 1.25% per annum.	50,000	-
Term deposit maturing October 15, 2011 and earning interest at 1.90% per annum.	50,000	-
Two \$50,000 term deposits maturing July 19, 2011 and earning interest at 1.30% (2009 - 3.90%) per annum.	<u>100,000</u>	<u>100,000</u>
Total Current Term Deposits	<u>\$ 250,000</u>	<u>\$ 100,000</u>
Term deposit maturing March 14, 2011 and earning interest at 3.0% (2008 - 3.9%) per annum.	\$ -	\$ 50,000
Term deposit maturing April 13, 2011 and earning interest at 1.25% (2008 - 3.9%) per annum.	-	50,000
Term deposit maturing October 15, 2011 and earning interest at 1.9% (2008 - 3.9%) per annum.	<u>-</u>	<u>\$ 50,000</u>
Total Long Term Deposits	<u>\$ -</u>	<u>\$ 150,000</u>

**5. PROPERTY, PLANT AND EQUIPMENT**

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net 2010</u>	<u>Net 2009</u>
Land	\$ 125,000	\$ -	\$ 125,000	\$ 125,000
Rental Buildings	2,468,744	1,279,022	1,189,722	1,251,099
Vehicles	107,050	70,431	36,619	52,677
Equipment	184,110	127,637	56,473	67,015
Furnishings	160,159	144,027	16,132	13,696
Office equipment	77,842	70,479	7,363	9,837
Assets under construction	<u>5,703,397</u>	<u>-</u>	<u>5,703,397</u>	<u>743,712</u>
	<u>\$ 8,826,302</u>	<u>\$ 1,691,596</u>	<u>\$ 7,134,706</u>	<u>\$ 2,263,036</u>

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**6. AMOUNTS PAYABLE**

	2010	2009
Trade Payables	\$ 24,626	\$ 28,718
Trade Payable - capital	<u>2,049,385</u>	<u>55,261</u>
Total	<u>\$2,074,011</u>	<u>\$ 83,979</u>

During the year, property, plant and equipment were acquired at an aggregate cost of \$4,964,108, of which \$2,049,385 was acquired by means of amounts payable. Cash of \$2,914,723 was paid to purchase the property, plant and equipment.

**7. DEFERRED CAPITAL CONTRIBUTIONS - RESTRICTED**

Deferred capital contributions represent the unamortized portion of restricted funds received from Clearwater County, Town of Rocky Mountain House, Village of Caroline and the Province of Alberta under the Lodge Modernization and Improvement Program. The funds are to be used, solely, for the construction of a new seniors' lodge. The changes in the deferred contribution balance for the period is as follows:

	2010	2009
Balance, beginning of year	\$ 2,818,500	\$ -
Contributions received	3,163,341	2,818,500
Amortized to income	<u>-</u>	<u>-</u>
Balance, end of year	<u>\$ 5,981,841</u>	<u>\$2,818,500</u>

**8. INTERNALLY RESTRICTED NET ASSETS (RESERVES)**

Westview Lodge allocates amounts to reserves as a means of setting aside funds for future expenditures.

**9. REQUISITIONS**

Requisitions from contributing municipalities consist of:

	2010	2009
Clearwater County	\$ 422,837	\$ 413,046
Town of Rocky Mountain House	50,027	59,493
Village of Caroline	<u>2,529</u>	<u>2,461</u>
	<u>\$ 475,393</u>	<u>\$ 475,000</u>

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**10. FINANCIAL INSTRUMENTS**

The Lodges's financial assets and financial liabilities are classified and measured as follows:

<u>Asset/Liability</u>	<u>Classification</u>	<u>Measurement</u>
Cash	Held for trading	Fair value
Cash - restricted	Held for Trading	Fair Value
Term deposits	Held for trading	Fair value
Amounts receivable	Held for trading	Fair value
Bank indebtedness	Held for trading	Fair value
Amounts payable	Held for trading	Fair value
Wages payable	Held for trading	Fair value

Held for trading instruments are financial assets and liabilities typically acquired with the intention of generating revenues in the short term. These financial assets and liabilities are classified as held for trading are measured at fair value, with gains and losses recorded in net earnings for the period in which the gain occurs.

The carrying amounts of the financial instruments reflected in the balance sheet for cash, term deposits, amounts receivable, bank indebtedness, amounts payable and wages payable approximate their respective fair value, unless otherwise noted. It is management's opinion that the Lodge is not exposed to credit, cash flow, and/or currency risks arising from these financial instruments.

**Interest rate risk**

The Lodge is exposed to interest rate risk to the extent that the carrying value of its term deposits are at fixed rates of interest.

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**11. RELATED PARTY TRANSACTIONS**

Rocky Senior Housing Council is a related party by virtue of sharing common Board of Directors as Rocky Senior Housing Council Westview Lodge.

In the current year Westview Lodge has received Project Maintenance and Administration Fees in the amount of \$152,807 (2009 - \$98,628) from Rocky Senior Housing Council. Also, included in amounts receivable is \$14,099 (2009 - \$15,432) due from Rocky Senior Housing Council.

The above transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

**12. CASH FLOWS**

The Lodge had cash flows arising from:

	2010	2009
Interest received	\$ <u>26,725</u>	\$ <u>13,710</u>

**13. CAPITAL**

The Lodge's capital consists of its Net Assets. The capital is retained to ensure the continued operation of the Lodge's facilities and to maintain and replace the Lodge's capital property.

**14. ECONOMIC DEPENDENCE**

The Lodge derives a significant amount of funds through requisitions from local municipal governments. These funds can not easily be replaced through other dealings. Therefore the Lodge's ability to continue viable operations is dependent upon its right to requisition the local municipalities and receive the funds requested. See note 9 to these financial statements for further details.

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2010**

**15. SUBSEQUENT EVENTS**

Subsequent to year end, Westview Lodge received \$2,541,871 from Clearwater County and \$5,688 from the Village of Caroline. The funds received are restricted and intended to be used to support the construction of the new seniors lodge.

**16. COMMITMENTS AND CONTINGENCIES**

Westview Lodge entered into an agreement to purchase architectural fees for service totaling \$885,000 plus applicable taxes, relating to sight observation, design and administration of a new seniors lodge. During the current fiscal year, the Lodge has incurred approximately \$59,800 (2009 - \$719,000) in fees with the remaining committed amount of approximately \$106,200 expected to be settled in the 2011 fiscal year.

In addition, Westview Lodge entered into a contract for products and services relating to the construction of Phase I and Phase II of the Westview Lodge - New Seniors Accommodation. Under the terms of the contract, the Lodge is committed to a total price of \$10,025,000 plus applicable taxes. Either party may terminate the contract provided certain conditions are met. During the current fiscal year, the Lodge incurred \$4,569,974 in fees relating to the construction contract.

Westview Lodge has entered into a Grant Funding Agreement with the Province of Alberta through the Lodge Modernization and Improvement program. Under the terms of the agreement, the Lodge has committed to constructing a new supportive living lodge capable of housing 88 residence. In turn, the Province has committed to providing \$5,637,000 toward construction costs of the new lodge, of which \$2,818,500 has been received in the December 31, 2009 fiscal year end. Remaining amounts to be received as follows, 40% upon receipt by the Minister of a construction progress report showing the project is 50% complete, with final 10% upon receipt by the Minister of a Certificate of Substantial Performance and audited financial statements of final capital costs. Upon breach of any term of the agreement, the Minister may demand that the Lodge repay all or a portion of the grant. The Minister shall confirm such breach in writing.

**17. COMPARATIVE FIGURES**

Certain comparative figures have been reclassified to conform with the current year method of presentation.

Schedule 1

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**SCHEDULE OF OPERATING EXPENSES  
YEAR ENDED DECEMBER 31, 2010**

	2010	2009
Cable television	\$ 3,959	\$ 5,103
Cleaning and sanitation supplies	21,792	15,642
Electricity	33,495	33,673
Employee benefits	82,962	80,885
Food	167,288	159,842
Furniture and linens	11,218	19,295
Heating	34,407	19,924
Kitchen supplies	14,373	19,496
Resident activities	5,616	5,889
Training and education	6,793	3,486
Travel and subsistence	1,735	1,406
Vacation pay	42,218	38,693
Wages	639,238	591,337
Water and sewer	17,138	15,166
Workers' Compensation Insurance	<u>9,413</u>	<u>13,707</u>
	<u>\$ 1,091,645</u>	<u>\$1,023,544</u>

ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE

SCHEDULE OF MAINTENANCE EXPENSES  
YEAR ENDED DECEMBER 31, 2010

	2010	2009
Building maintenance	\$ 23,027	\$ 42,297
Employee benefits and staff training	18,521	14,965
Equipment maintenance	24,369	18,628
Fire alarm system	3,109	3,428
Grounds maintenance	11,907	11,754
Travel and subsistence	153	402
Vacation pay expense	6,364	6,431
Vehicle allowance	6,233	3,894
Wages	113,559	93,937
Workers' Compensation Insurance	<u>1,651</u>	<u>2,250</u>
	<u>\$208,893</u>	<u>\$197,986</u>

Schedule 3

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**SCHEDULE OF ADMINISTRATION EXPENSES  
YEAR ENDED DECEMBER 31, 2010**

	2010	2009
Bank charges	\$ 716	\$ 809
Board expenses	2,319	3,631
Board fees	5,420	6,547
Car allowance	40	699
Dues and memberships	3,877	4,363
Employee benefits	15,433	13,581
Insurance	15,593	11,837
Office supplies	18,166	17,247
Professional fees	22,960	23,060
Telephone	7,786	7,819
Training and education	2,471	1,634
Travel and subsistence	1,043	1,820
Vacation pay expense	9,096	8,079
Wages	118,992	105,910
Workers' Compensation Insurance	<u>1,020</u>	<u>2,290</u>
	<u>\$224,932</u>	<u>\$209,326</u>



Schedule 4

**ROCKY SENIOR HOUSING COUNCIL  
WESTVIEW LODGE**

**SCHEDULE OF BUS OPERATIONS  
YEAR ENDED DECEMBER 31, 2010**

	2010	2009
<b>REVENUE</b>		
Transportation grant	\$ -	\$ 3,600
Trips	<u>10,273</u>	<u>9,707</u>
	<u>10,273</u>	<u>13,307</u>
<b>EXPENSES</b>		
Fuel	1,240	1,731
Insurance and licenses	4,059	3,755
Repairs and maintenance	1,173	1,636
Wages	<u>345</u>	<u>773</u>
	<u>6,817</u>	<u>7,895</u>
<b>SURPLUS (DEFICIT), BUS OPERATIONS</b>	<u>\$ 3,456</u>	<u>\$ 5,412</u>

# Agenda Item

Date: May 10<sup>th</sup>, 2011  
Item: **Shaping Alberta's Future Invitation**  
Prepared by: **Mike Haugen**

## **Background:**

Please see the attached invitation from the Calgary Economic Development.

The Premier's Council for Economic Strategy was created in 2009. This group is largely comprised of non-government experts and is intended to develop strategies to ensure Alberta's economic future. Basically, it is the Provincial equivalent of the County's Reeve's Economic Summit.

The Premier's Council is scheduled to release its report on May 5<sup>th</sup>. After this date staff will provide Council with a copy of the report as well as staff's views regarding the content.

The attached invitation is for a Panel Discussion being held on May 27<sup>th</sup> in Calgary. The event starts with a breakfast at 7:00 am and, according to the invitation, the panel discussion will wrap up at 9:45 am.

Staff is inquiring if members of Council wish to attend this event. At this time, CAEP is following the release of the report but has no firm plans or similar discussions regarding the report.

Should Council choose to attend this event, staff will also require direction regarding travel plans, namely will we travel down the morning of or require hotel rooms for the night before.

Funding for attending events is included in Council's budget and, if needed, can be also be drawn from budgeted miscellaneous economic development funds.

## **Recommendation**

That Council provide direction around attendance at the Shaping Alberta's Future Panel Discussion.

# SHAPING ALBERTA'S FUTURE

A Panel Discussion in Response  
to the Premier's Council  
for Economic Strategy Report

KEYNOTE ADDRESS: HON. DAVID EMERSON

On May 27<sup>TH</sup>, 2011, the Canada West Foundation and Calgary Economic Development will host a panel discussion in response to the May 5<sup>TH</sup> release of the Premier's Council for Economic Strategy report, *Shaping Alberta's Future* which provides perspective on how Alberta can secure prosperity and position the province for the future.

Please join us for this event featuring keynote speaker the *Honourable David Emerson*, Chair, Premier's Council and panellists *Adam Legge*, President & CEO, Calgary Chamber of Commerce, *W.A. Sam Shaw*, Vice President, Natural Gas Policy Development, Encana and *Leonard Waverman*, Dean, Haskayne School of Business, University of Calgary.

**Friday, May 27<sup>TH</sup>, 2011**

7:00AM–8:00AM Breakfast and Introductions  
8:00AM–9:45AM Keynote address by David Emerson and Panel Discussion

CALGARY CHAMBER OF COMMERCE,  
ENMAX BALLROOM  
100–6 Ave S.W. Calgary, Alberta, T2P 0P5  
\$40/person

Kristina Persaud: [events@cwf.ca](mailto:events@cwf.ca)  
1-888-825-5293 EXT. 368

Click here to register online or contact  
Kristina by phone/email

CO-HOSTS:



CALGARY  
ECONOMIC  
DEVELOPMENT

As this event is co-hosted, you may receive this invitation twice. Our apologies for any inconvenience.

# Agenda Item

Date: **May 10, 2011**  
Item: **Branding Strategy and Logo**  
Prepared by: **Christine Heggart**

## **Background:**

A brand is both a visual representation and literal perception of an entire organization and its values. Council has identified the importance of branding Clearwater County and having an increased presence in our community.

Staff continue to pursue increased brand awareness through more communications to the public, including the new website and continued local advertising. Both the recent change in website URL to clearwatercounty.ca and E-mail address change to a clearwatercounty.ca format foster the name recognition of Clearwater County.

This past summer, Clearwater County celebrated its 25<sup>th</sup> year as a municipality, which has had the Clearwater County name since 2000. Staff previously noted, in the draft Communications Plan, that the existing Clearwater County logo lacks the word "County"; a component staff feels is integral to branding the municipality as the government body. In researching other Alberta counties and municipal districts within Alberta – all logos contain the word "County" or "M.D" or "Municipal District".

The Clearwater County logo graphic is otherwise very applicable, and does not necessarily need a complete revision. An amended logo using a similar graphic and incorporating the "County" text could be developed.

Staff would like Council's direction in terms of the existing County logo and whether a logo amendment or complete redesign is desired.

Should Council consider an amendment or redesign of the existing Clearwater County's logo, staff also recommend the development of a brand standards manual which provides staff guidelines to ensure logo consistency on all written materials, electronic materials/website, advertisements, road signage, vehicle decals, etc.) Development of these standards may have budget implications relating to such items as letterhead, signage, apparel, etc.

## **Recommendation:**

That Council provides staff direction in terms of:

- 1) Clearwater County's logo, does Council wish to amend by adding "County" or does Council wish to explore a logo redesign;
- 2) Whether Council wishes to develop brand standards.

# Agenda Item

**Date:** May 6, 2011  
**Item:** Town/Village/County Joint Council meeting  
**Prepared by:** Ron Leaf

## **Background:**

Following a meeting by the administrations of the Town, County and Waste Authority it has been recommended that the Councils of the Town, County and Village meet with the Waste Authority board to discuss the recent Board recommendation concerning the incorporation of Waste Authority.

As Council is aware, all three Councils have agreed, in principle, to the Board's recommendation to incorporate. It is a joint recommendation of the Town/County and Authority administrations that the three Councils meet to discuss process, possibly set out by a Terms of Reference, relating to the incorporation process and to discuss, in a broad sense, the authorities, roles, responsibilities, and issues that need to be identified and addressed through an agreement, such as a "Unanimous Shareholders Agreement".

It is recommended that the Councils meet at 1:00 p.m. on June 14, which is a County Council meeting, at the County office to discuss.

The Town and Village have advised that their Councils are available on that date.

## **Recommendation:**

- 1) That Council discusses, amends if required, and agrees to a joint meeting with the Town and Village Councils to discuss the incorporation process of the Waste Authority.

# Agenda Item

**Date:** May 10, 2011

**Item:** Public Hearing 1:15 P.M.

**Application No. 03/11 to amend the Land Use Bylaw**

For the redesignation of 2 lots in Leslieville described as Plan 762 1456, Block 3, Lots 18 & 19, PT SE 26-39-05-W5

From Hamlet Commercial "HC" to Hamlet Residential "HR" for the purpose of allowing development as two residential parcels

Applicant Jeff Tzovanas

Landowners Tobias Rapley and Corrinna Seize

**Prepared by:** Kimberly Jakowski

## **Background:**

The subject land is located in the Hamlet of Leslieville. Tobias Rapley and Corrinna Seize hold title to Lots 18 & 19, Block 3, Plan 762 1456 each containing 9,262 sq.ft. and presently zoned Hamlet Commercial "HC". The subject parcels have Hamlet Residential "HR" lots located on either side of them as well as the street facing them. The two lots back onto a Hamlet Commercial "HC" lot containing the Leslieville Hotel, which is located on First Avenue, where other Hamlet Commercial "HC" lots are located.

On April 30, 1976 the owners, that being the Leslieville Hotel (1975) Ltd. made application to subdivide the existing parcel to create 2 lots for residential use on the south half of the existing lot and leave the remainder of the lot to the north containing the Leslieville Hotel under subdivision application No. 21/0653. The application was approved on June 4, 1976 and completed to create 2 new lots and the remainder. The 2 new lots were registered as Plan 762-1456, Block 3, Lots 18 and 19 and the remainder became Lot 20. The lots were subdivided at that time but no rezoning was applied for or approved so they remained commercial. Shortly after the subdivision was approved a residence was built on Lot 19. In 1998 Development Permit No. 171/98 was approved to place a manufactured home on Lot 18. The previous owners made an inquiry in January of 2008 and were informed that should they want to build a residence on Lot 18 or build a new residence on Lot 19 they would need to apply to rezone the two lots to Hamlet Residential "HR" and that this could be done in one application.

Jeff Tzovanas is now applying to rezone Lot 18 to Hamlet Residential "HR" in order to purchase the property from the landowners and build a house. Tobias Rapley and Corrinna Seize would also like to rezone Lot 19 to Hamlet

Residential "HR". The application before Council today is for the redesignation of Plan 762-1456, Block 3, Lots 18 and 19 from Hamlet Commercial "HC" to Hamlet Residential "HR" to allow for development as residential parcels.

**Planning Direction:**

The Municipal Development Plan (2010) was adopted in July 2010. It is recognized that hamlets offer opportunities for residential growth in a compact, sustainable fashion that reduces the footprint of development on natural capital lands. Policy Section 7 of the Municipal Development Plan encourages infill and new development within and surrounding existing hamlets.

Municipal Development Plan (2010) Policy 7.2.2 and 7.2.3 state that:

- 7.2.2 Clearwater County encourages infill and redevelopment within hamlets for used that strengthen the social and economic fabric of the hamlet as a community centre for the surrounding areas.
- 7.2.3 Development in and around hamlets should continue to promote the compact nature of hamlets, including by utilizing appropriately sized small lots.

Policy 7.2.4 states that Leslieville is considered by Clearwater County as a Growth Hamlet capable of accommodating development within their existing boundaries, as well as residential development and other compatible development on their peripheries.

This proposal appears to be consistent with Goal 7.1.3 of the MDP regarding the focus of infrastructure development and expansion within hamlets as a means to revitalize existing communities. The two parcels to be rezoned would fit naturally into the existing framework in the Hamlet of Leslieville. According to Section 13.4 (8) Hamlet Residential District "HR" in the Land Use Bylaw, the minimum lot area for a parcel served by a communal wastewater system but not a communal water distribution system, have an area of at least 930 square metres (10,000 sq. ft.) with a width of at least 30 metres (100 ft.). These parcels do not quite meet these requirements as they are 9,262 sq. ft. in size. This would be a relaxation of 738 sq. ft. or 7.4%.

**First Reading:**

At the regular Council meeting held on March 29, 2011, Council reviewed and gave first reading to Bylaw 935/11. As required by legislation, notice of today's Public Hearing was advertised in the local newspapers and comments were invited from the adjacent landowners and referral agencies.

Upon consideration of the representations made at the Public Hearing, Council will consider whether or not to grant second and third readings to Bylaw 935/11.



# CLEARWATER COUNTY

## Application for Amendment to the Land Use Bylaw

Application No. 03/11

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

APPLICANT: JEFF TZOVANAS work cell 403-322-0051 (best)

ADDRESS & PHONE: #293-5344-76 ST RED DEER AB T4P 2A6. ph 403-588-7909.

REGISTERED OWNER: TOBIAS RAPLEY AND CORRINNA SEIZE

ADDRESS & PHONE: ph 403-729-3724 TRwork 403-845-0190

**AMENDMENT REQUESTED:**

1. CHANGE OF LAND USE DISTRICT FROM: HAMLET COMMERCIAL <sup>"HC"</sup> TO: HAMLET RESIDENTIAL <sup>"HR"</sup>  
 LEGAL DESCRIPTION OF PROPERTY: PT SE 1/4 Sec. 26 Twp. 39 Rge. 05 W5M  
 OR: LOT: 18+19 BLOCK 3 REGISTERED PLAN NO.: 762-1456 HAMLET OF LESLIEVILLE  
 OR: CERTIFICATE OF TITLE NO.: 082097615001 (Site Plan is attached)  
 SIZE OF AREA TO BE REDESIGNATED: 9.262 aqft. (Hectares / Acres)

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

N/A

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

REDISTRIBUTE LAND TO ALLOW DEVELOPMENT AS  
A RESIDENTIAL PARCEL

DATE: February 18, 2011 APPLICANT'S SIGNATURE [Signature]

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

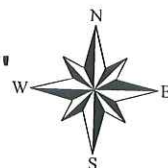
APPLICATION FEE OF \$400.00 DATE PAID: Feb 18, 2011 RECEIPT NO. 70543

[Signature]  
SIGNATURE OF DEVELOPMENT OFFICER  
IF APPLICATION COMPLETE  
IMPORTANT NOTES ON REVERSE SIDE

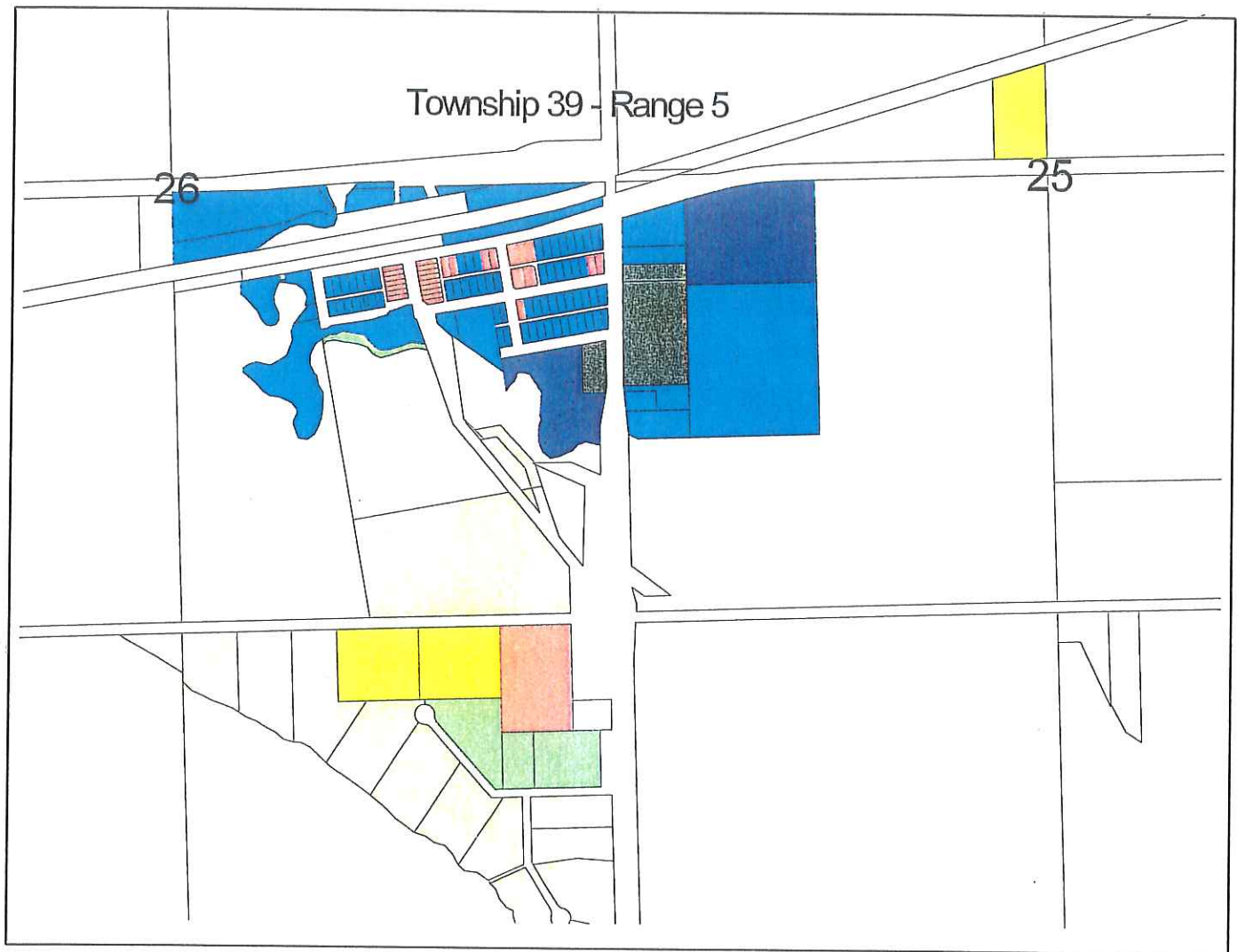




**Application #03/11 to Amend Land Use Bylaw  
Redistrict 2 lots in the Hamlet of Leslieville  
From Hamlet Commercial "HC" to Hamlet Residential "HR"  
Applicant - Jeff Tzovanas  
Landowners - Tobias Rapley and Corrinna Seize**

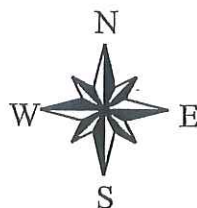


# Hamlet of Leslieville



## Land Use Zoning Key

- Land Use Zoning
- Agriculture
  - Country Residence
  - Country Residence Agriculture
  - Hamlet Commercial
  - Hamlet Residential
  - Institutional
  - Mobile Home Park
  - Undesignated - Reserve Lots



Clearwater County  
Land Use Bylaw

# Schedule 5

BYLAW NO. 935/11

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

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

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

WHEREAS, the general purpose of the Country Residence District "CR" is to accommodate country residences while not permitting any agricultural pursuits.

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

That all of Plan 762 1456, Block 3, Lots 18 & 19 in the Hamlet of Leslieville, as outlined in red on the attached Schedule "A" be redesignated from Hamlet Commercial "HC" to Hamlet Residential "HR"

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER

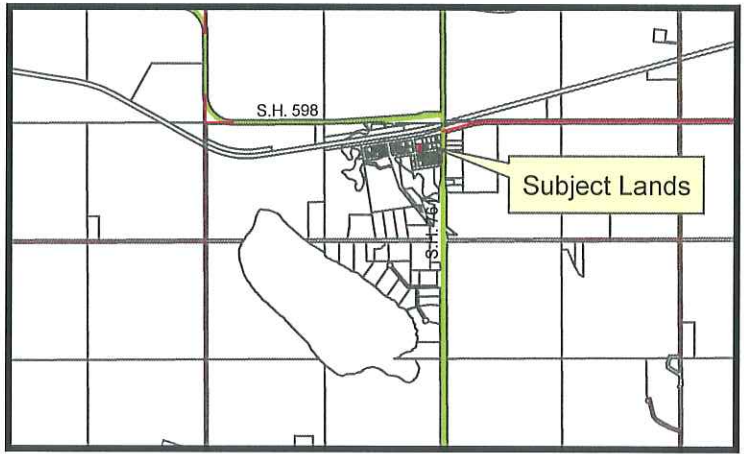
PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

READ A THIRD AND FINAL TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER



**Bylaw No. 935/11  
Schedule "A"**

**Application #03/11 to Amend Land Use Bylaw  
Redistrict 2 lots in the Hamlet of Leslieville  
From Hamlet Commercial "HC" to Hamlet Residential "HR"  
Applicant - Jeff Tzovanas  
Landowners - Tobias Rapley and Corrinna Seize**



# Agenda Item

**Date:** May 10, 2011

**Item:** **Appointment Time 1:15 p.m.**  
PT NE 14-36-07-W5M, Peter and Jean Smith

**First Readings**

- 1) **Bylaw 940/11 Application 06/11 to Amend Land Use Bylaw, ±16.76 Acres in NE 14-36-07-W5M from "CRA" to Agriculture District "A"**
- 2) **Bylaw 941/11 Request for discharge of over-dedication of municipal reserve**
- 3) **Bylaw 942/11 Request for road closure and consolidation**

**Prepared by:** Marilyn Sanders

**Background:**

In February 2010 Peter and Jean Smith applied to have their land holdings redistricted from Agriculture District "A" to Country Residence Agriculture District "CRA" for the purpose of creating 10 new country residential parcels on their 74.64 acre parcel. Through the process the request was pared down to redistrict only 40.47 acres for the purpose of creating 7 new country residential parcels. This redistricting was approved in April 2010.

Subsequently, the Smith's have decided to only develop 4 new parcels containing 20.94 acres and leave the remainder intact by not developing the 3 parcels in the northeast corner of the quarter section. The 4 new parcels would be created on the north side of Macklen Drive and would complete the subdivision of land along that roadway.

**Application 06/11 to Amend Land Use Bylaw**

**Bylaw 940/11**

As a result of the paring down of the subdivision proposal by not proceeding with the subdivision of the 3 lots in the northeast corner of the remainder, the applicants would like to not have this area zoned Country Residence Agriculture District "CRA". They do not intend to proceed with creating those lots so there is no merit to keeping a split zoning on the remainder of their title. Therefore a bylaw to change this portion of land from Country Residence Agriculture District "CRA" (as adopted by Bylaw 920/10 on April 13, 2010) back to Agriculture District "A" has been prepared for Council's consideration.

The bylaw is presented today for first reading. Should first reading be granted the application package will be referred to adjacent landowners and affected parties (utility companies, right-of-way holders, etc.) for comment. A public hearing will be advertised and scheduled to allow presentation to Council. All referral comments will also be submitted at that time. Upon closure of the public hearing the bylaw and information presented at the public hearing would be taken into account for Council to consider second and third readings.

### **Municipal Reserve Over-dedication**

#### **Bylaw 941/11**

When the 9 lot Macklen Estates subdivision was originally developed in 1981 municipal land was dedicated in the amount of 15.04 acres. At that time the over-dedication was accepted as there was an intention to further subdivide the quarter section. Following this, there was a subdivision of 3 additional lots in 1998. Now with this application for 4 more lots, the total land taken up by existing acreages and roadways will be 91.26 acres. The Municipal Government Act and Municipal Development Plan (2010) allows 10% of land for municipal reserve, that would translate to  $91.26 \times 10\% = 9.13$  acres of municipal reserve required.

The Smith's have requested that the majority of this over-dedicated be discharged and returned to the remainder of the quarter section. Their proposal will see 4.71 acres discharged leaving 10.33 acres of municipal reserve remaining after discharge and consolidation of the over-dedication.

In order to discharge this portion of municipal reserve a bylaw process must be followed. The bylaw is presented today for first reading. Should first reading be granted the application package will be referred to adjacent landowners and affected parties (utility companies, right-of-way holders, etc.) for comment. A public hearing will be advertised and scheduled to allow presentation to Council. All referral comments will also be submitted at that time. Upon closure of the public hearing the bylaw and information presented at the public hearing would be taken into account for Council to consider second and third readings.

### **Road Closure**

#### **Bylaw 942/11**

The original 9 lot subdivision created in 1981 saw the provision for a cul-de-sac turnaround near the boundary of Lots 1 and 2. The 1998 subdivision extended Macklen Drive further to the west and created another cul-de-sac turnaround near the boundary of Lots 13 and 14. The new turnaround made the first one created unnecessary. At this time the Smith's are asking that the portion of cul-de-sac north of Macklen Drive be closed and consolidated with the remaining

lands in title. This would result in the ability to provide a better layout for a joint approach to serve Lots 17 and 18.

In order to close this portion of road plan a bylaw process must be followed. The bylaw is presented today for first reading. Should first reading be granted the application package will be referred to adjacent landowners and affected parties (utility companies, right-of-way holders, etc.) for comment. A public hearing will be advertised and scheduled to allow presentation to Council. All referral comments will also be submitted at that time. Upon closure of the public hearing the bylaw and information presented at the public hearing is submitted to the Minister of Transportation for review. If the Minister consents to the closure the bylaw will then be presented to Council for second and third readings.

**Recommendation:**

That Council:

- 1) consider granting first reading to Bylaw 940/11, being a bylaw to amend  $\pm 16.76$  acres of land within PT NE 14-36-07-W5M from Country Residence Agriculture District "CRA" to Agriculture District "A";
- 2) consider granting first reading to Bylaw 941/11, being a bylaw to discharge an over-dedication of municipal reserve, Plan 812-2452, Lot 10MR, PT NE 14-36-07-W5M;
- 3) consider granting first reading to Bylaw 942/11, being a bylaw to close a portion of cul-de-sac on Macklen Drive, Plan 812-2452, PT NE 14-36-07-W5M; and
- 4) direct Administration to arrange for a joint public hearing for Bylaw 940/11, Bylaw 941/11 and Bylaw 942/11.



# CLEARWATER COUNTY

## Application for Subdivision Approval

FOR OFFICE USE ONLY	
Date of receipt of	File No. <u>21/3205</u>
Completed Application: <u>APRIL 26, 2011</u>	
Fees Submitted: <u>\$800.00</u>	Receipt No. <u>71196</u>
Combined with Land Use Amendment #	<u>N/A</u>

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND, OR BY AN AUTHORIZED PERSON ACTING ON THE OWNER'S BEHALF.

1. Name of Registered Owner of the Land to be Subdivided: PETER + JEAN SMITH  
 Address Box 54, SITE 3, RR#3 Rocky Mtn House AB Postal Code T4T 2A3  
 Home Phone 403-722-4076 Business Phone 403-844-0213 (C)

2. Authorized Person Acting on Behalf of the Registered Owner: SAME  
 Address \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

3. Legal Description and Area of the Land to be Subdivided:  
 All/part of the NE 1/4, Section 14, Township 36, Range 07, West of the 5th Meridian.  
 Being all parts of Lot \_\_\_\_\_, Block \_\_\_\_\_, Registered Plan No. \_\_\_\_\_  
 Size of parcel prior to subdivision: 74.64 Acres.  
 Total number of parcels being created: 4 Size of parcel(s) being created: 4.5ac - 5.5ac

4. Location of the Land to be Subdivided:

a) Is the land situated immediately adjacent to another municipality? Yes \_\_\_\_\_ No

b) Is the land situated within 1/2 mile of the right-of-way of a Highway? Yes  No \_\_\_\_\_  
 If "yes", the Highway No. is \_\_\_\_\_, the Secondary Road No. is 591

c) Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or a canal or drainage ditch? Yes \_\_\_\_\_ No   
 If "yes" state its name \_\_\_\_\_

d) Is the proposed parcel within 1.5 km (1 mile) of a sour gas facility? Yes \_\_\_\_\_ No

\* REZONED APRIL 13/10 Bylaw # 920/10

5. Existing and Proposed Use of the Land to be Subdivided:

a) Existing use of the land VACANT AGRICULTURAL

b) Existing land use district\* under the County's Land Use Bylaw COUNTRY RESIDENCE AGRICULTURE DIST "CRA"

c) Proposed use of the land 4 ACRES

d) Proposed land use classification "CRA"

6. Physical Characteristics of the Land to be Subdivided:

a) Describe the nature of the topography of the land (flat, rolling, steep, mixed) \_\_\_\_\_  
HIGHER BENCH ON BACK SIDE OF LOTS WITH GRADUAL SLOPE SOUTHWARD.

b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc. - sloughs, creeks, etc.) SPRUCE, PINE & POPLAR MIX.

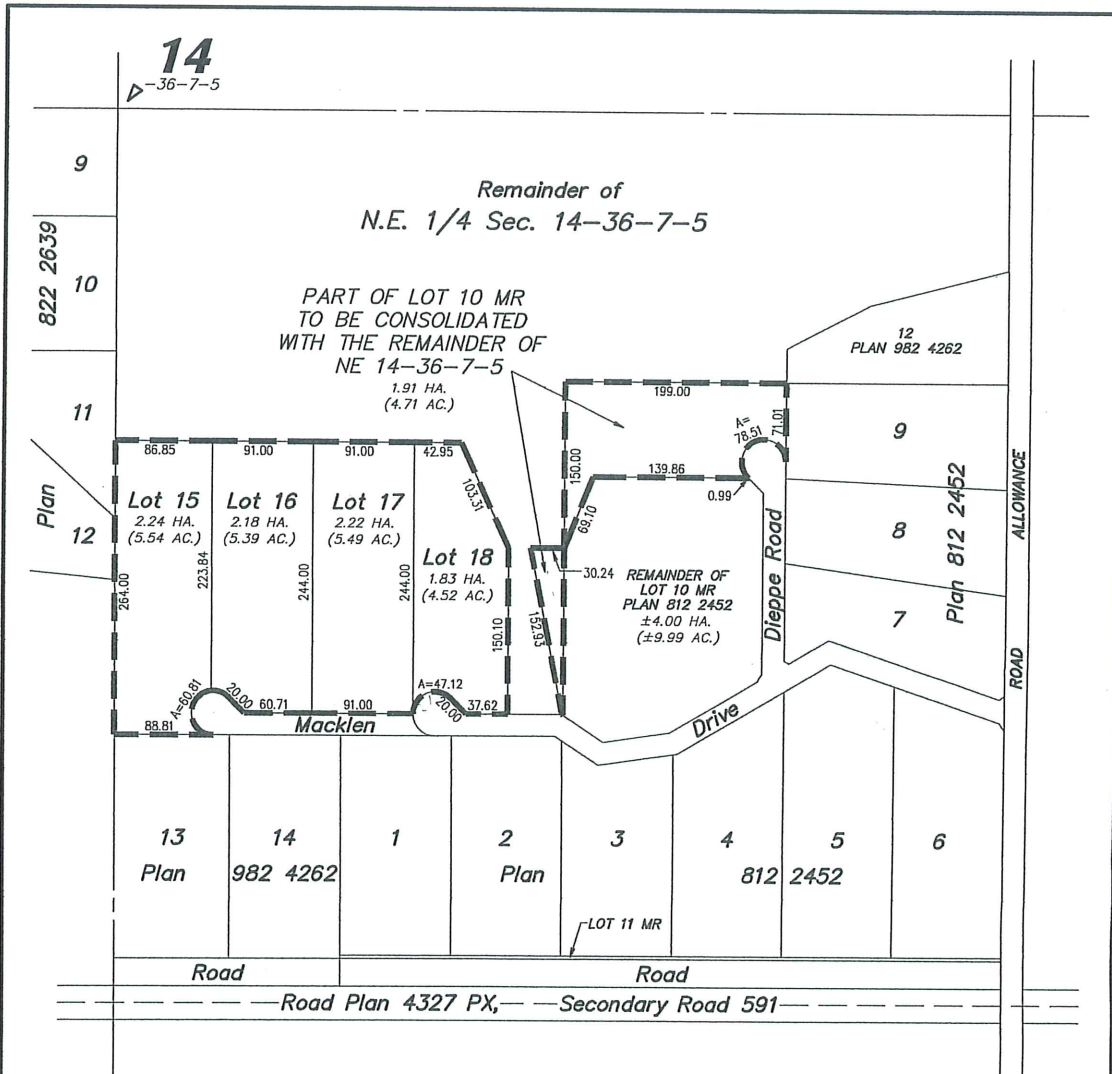
c) Describe the kind of soil on the land (sandy, loam, clay, etc.) SANDY ON NORTH SIDE OF LOTS, GRAVELLY TOWARD SOUTHERN PORTIONS

7. Existing Buildings and Services on the Land to be Subdivided:  
 Describe any buildings and other structures on the land and whether or not they are to be demolished or moved old cabin on proposed lot 17, pole shed on lot 17/18 to be removed, small pole shed on lot 18 to remain.  
 List the existing and/or proposed manner of providing water and sewage disposal: DRILLED WATER WELL ON LOT 17, OTHERS WILL NEED TO BE DRILLED, NO SEPTIC EXISTING PROPOSED SEPTIC FIELDS ON ALL LOTS.

PLEASE INDICATE if the land that is the subject of the subdivision application is situated within 1,000 feet of land which is used or authorized for use as:

	Yes	No
a) a landfill for the disposal of garbage or refuse	_____	<input checked="" type="checkbox"/>
b) a sewage treatment plant or sewage lagoon	_____	<input checked="" type="checkbox"/>
c) a confined feeding operation	_____	<input checked="" type="checkbox"/>





CLEARWATER COUNTY  
 TENTATIVE PLAN  
 SHOWING  
 PROPOSED SUBDIVISION  
 OF PART OF THE  
 N.E. 1/4 Sec. 14-36-7-5

SCALE = 1:5000

BEMOCO LAND  
 SURVEYING LTD  
 #100, 6040-47th AVENUE  
 RED DEER, ALTA. PH: 342 2611

**NOTES:**

- Distances shown are in metres.
- Area dealt with is bounded thus and contains from:  
 Lot 10 MR = 1.91 HA.  
 NE 1/4 SEC 14-36-7-5 = 8.47 HA.  
 TOTAL = 10.38 HA.

REV	DATE	DESCRIPTION
1	Jan. 25/11	ISSUE
FILE No: S-063-09 base		



# CLEARWATER COUNTY

## Application for Amendment to the Land Use Bylaw

Application No. 06/11

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

APPLICANT: PETER + JEAN SMITH

ADDRESS & PHONE: Box 54, SITE 3, RR# 3, Rocky Mountain House AB T4T2A3

REGISTERED OWNER: SAME

ADDRESS & PHONE: \_\_\_\_\_

### AMENDMENT REQUESTED:

1. CHANGE OF LAND USE DISTRICT FROM: "CRA" TO: "A"

LEGAL DESCRIPTION OF PROPERTY: PT NE 1/4 Sec. 14 Twp. 36 Rge. 07 W5M

OR: LOT: \_\_\_\_\_ BLOCK \_\_\_\_\_ REGISTERED PLAN NO.: \_\_\_\_\_

OR: CERTIFICATE OF TITLE NO.: \_\_\_\_\_ (Site Plan is attached)

SIZE OF AREA TO BE REDESIGNATED: ±16.76 (Hectares / Acres)

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

*CHANGE PORTION OF PREVIOUSLY REDISTRICTED LAND  
IN NORTHEAST CORNER OF QUARTER SECTION  
BACK TO "AGRICULTURE DISTRICT."*

### 3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

*WILL NOT BE PROCEEDING WITH THIS PORTION OF  
SUBDIVISION PROPOSAL DUE TO ROAD REQUIREMENTS  
THEREFORE NO LONGER WISH TO HAVE ZONING IN PLACE.*

DATE: APRIL 27, 20 11 APPLICANT'S SIGNATURE \_\_\_\_\_

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

APPLICATION FEE OF \_\_\_\_\_ DATE PAID: \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_

*M. Sanders*  
\_\_\_\_\_  
SIGNATURE OF DEVELOPMENT OFFICER  
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE

BYLAW NO. 940/11

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

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

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

WHEREAS, the general purpose of the Agriculture District "A" is to accommodate agricultural land uses and to preserve good agricultural land; and

WHEREAS, if the subdivision or development for which land was redesignated does not occur within one year of the date of passage of the bylaw that redesignated the land, **being Bylaw 920/10**, Council may initiate a bylaw to redesignate the land back to its former district.

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

***The +/- 16.76 acres described as the remainder of NE 14-36-07-W5M, as outlined in red on the attached Schedule "A" be redesignated from the Country Residence Agriculture District "CRA" to Agriculture District "A".***

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER

PUBLIC HEARING HELD this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

READ A THIRD AND FINAL TIME this \_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER

BYLAW NO. 941/11

A Bylaw of Clearwater County, in the Province of Alberta, being a bylaw to remove the designation as municipal reserve for the purpose of consolidating the land with an adjacent lot.

WHEREAS, the provisions of Section 674 of the Municipal Government Act, Being Chapter M-26, R.S.A. 2000 have been complied with; and

WHEREAS, Section 675 of the Municipal Government Act, Being Chapter M-26, R.S.A. 2000 allows a Council to request the Registrar to remove the designation of municipal reserve after taking into consideration the representations made at a public hearing;

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

That the municipal reserve designation be removed from the following land:

*All that portion of Lot 10MR, Plan 812-2452 lying within the limits of Plan 112 \_\_\_\_\_ being Part of the Northeast Quarter, Section Fourteen, Township Thirty-Six, Range Seven, West of the Fifth Meridian (NE 14-36-07-W5M) as outlined on the attached Schedule "A".*

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

READ A THIRD AND FINAL TIME this \_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER

BYLAW NO. 942/11

A Bylaw of Clearwater County, in the Province of Alberta, for the purpose of closing to public travel and disposing of portions of a public highway in accordance with Section 22 of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000, as amended.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, application has been made to Council to have the highway closed and consolidated with adjoining lands, and

WHEREAS, the Council of Clearwater County deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and thereafter disposing of same, and

WHEREAS, notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person prejudicially affected by the bylaw,

NOW THEREFORE, be it resolved that the Council of Clearwater County, Province of Alberta, duly assembled, does hereby close to public travel and dispose of the following described highways:

*All that portion of Macklen Drive, Plan 812-2452 lying within the limits of Plan 112 \_\_\_\_\_ being Part of the Northeast Quarter of Section Fourteen, Township Thirty-Six, Range Seven, West of the Fifth Meridian (NE 14-36-07-W5M) as outlined on the attached Schedule "A".*

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
**Minister of Transportation**

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

READ A THIRD AND FINAL TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
MUNICIPAL MANAGER

# Schedule "A"

NE 14-36-07-W5

Redistrict 16.76 acres  
From "CRA"  
Back To Agriculture "A"  
Bylaw 940/11

Discharge of  
Over-dedication  
of Municipal Reserve  
Bylaw 941/11

Proposed  
4 Lot  
Subdivision  
Application 21/3205

Road Closure of  
Unnecessary  
Cul-de-sac  
Bylaw 942/11

Macklen Estates

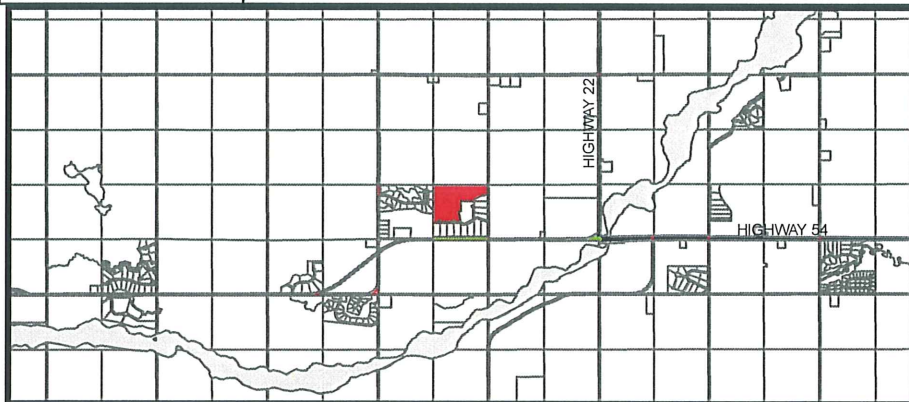
SH 591

Ricinus Ridge Subdivision

Range Road 7-1

Dieppe Road

Macklen Drive



## Schedule "A"

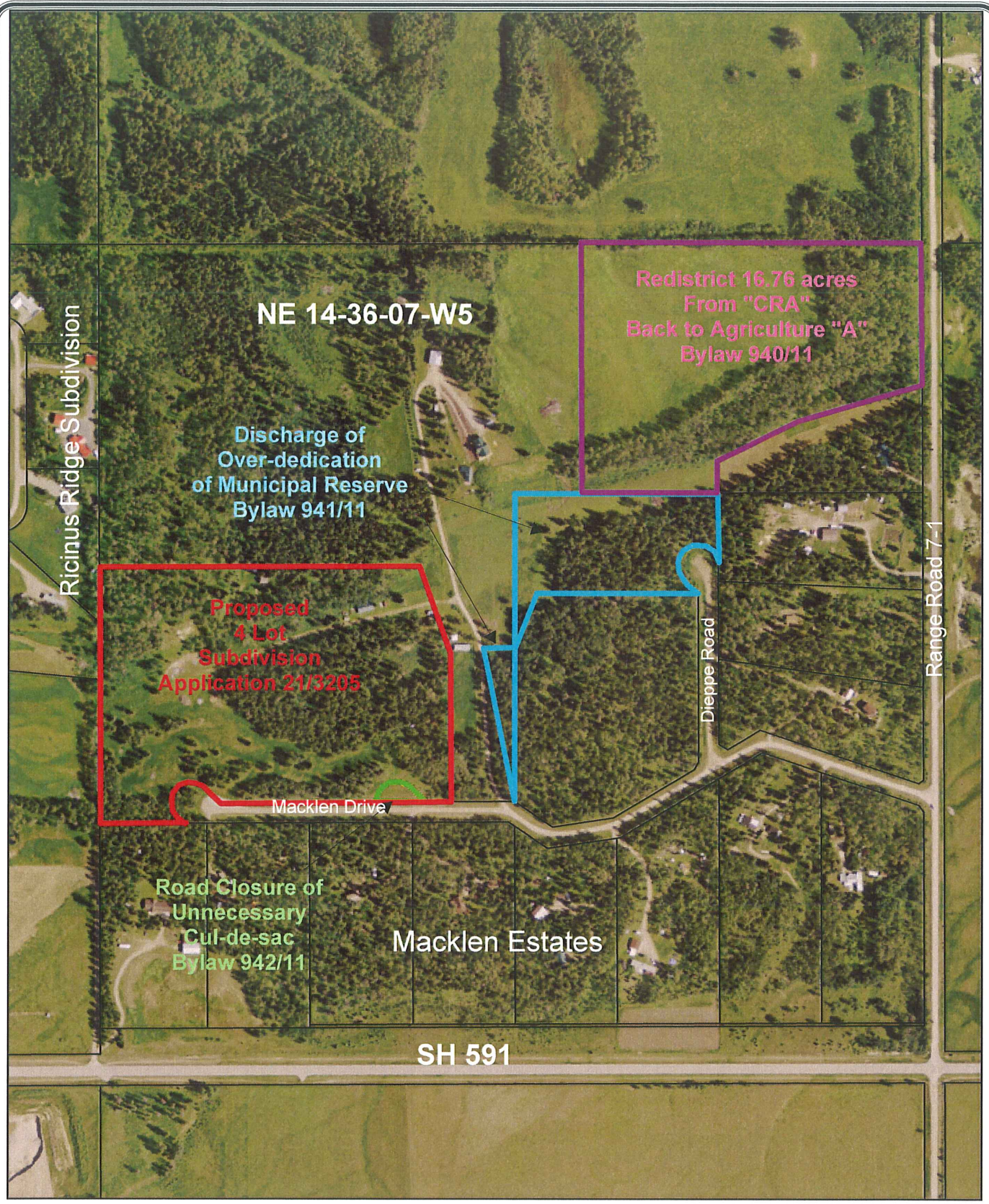
Bylaw No. 940/11

Bylaw No. 941/11

Bylaw No. 942/11

Subdivision Application 21/3205 to Create 4 "CRA" Lots  
 Bylaw 940/11 ResitRICT 16.76 acres from "CRA" to "A"  
 Bylaw 941/11 Discharge Over-dedication of Municipal Reserve  
 Bylaw 942/11 Close Portion of Cul-de-sac  
 Peter and Jean Smith, NE 14-36-07-W5M





**Subdivision Application 21/3205 to Create 4 "CRA" Lots**  
**Bylaw 940/11 Redistrict 16.76 acres from "CRA" to "A"**  
**Bylaw 941/11 Discharge Over-dedication of Municipal Reserve**  
**Bylaw 942/11 Close Portion of Cul-de-sac**  
**Peter and Jean Smith, NE 14-36-07-W5M**

