

**CLEARWATER COUNTY
COUNCIL AGENDA
September 24, 2013
9:00 A.M.
Council Chambers
4340 – 47 Avenue, Rocky Mountain House AB**

10:00 A.M. Public Hearing Bylaw 980/13 – LUA 03/13 PT NE 14-39-07 W5M

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. September 10, 2013 Regular Meeting Minutes
2. September 10, 2013 Public Hearing Minutes

D. PUBLIC WORKS

1. Wastewater Facilities Upgrades
2. Policy Review: DRAFT “Snowplowing and Grading of Gravel Roadways”

E. CORP SERVICES

1. Tax Penalty Waiver Requests
2. Recovery of Taxes Related to Land

F. PLANNING

1. First Reading Bylaw 981/13 LUA 04/13
2. **10:00 A.M.** Public Hearing Bylaw 980/13 LUA 03/13
Bylaw 980/13 Second and Third Reading

G. COMMUNITY AND PROTECTIVE SERVICES

1. Fall High School Awards Ceremony
2. Parkland Regional Library Proposed 2014 – 2016 Budget
3. West Country Activity - *Verbal*
4. Final Mile Rural Internet Program
5. RES: Agriculture Working Group Report

H. MUNICIPAL

1. Intermunicipal Coordination Committee (ICC) Recommendations

I. IN CAMERA

1. CAO Review

J. COMMITTEE REPORTS

K. INFORMATION

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

L. ADJOURNMENT

TABLED ITEMS

Date Item, Reason and Status

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



Agenda Item

Project: Town of Rocky Mountain House, Wastewater Facility Upgrades	
Presentation Date: September 24, 2013	
Department: Public Works	Author: Erik Hansen/ Marshall Morton
Budget Implication: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input checked="" type="checkbox"/> Reallocation	
Strategic Area: Infrastructure	Goal: Ensure that the County operates effective and efficient water and wastewater systems that meet or exceed Provincial requirements.
Legislative Direction: <input checked="" type="checkbox"/> None Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council approves the reallocation of \$2,200,000.00 from wastewater reserve to Public Works for the completion of the described works.	
<p>Background: In a collaborative effort between the Town of Rocky Mountain House and Clearwater County two assessments were completed over the last 2 years evaluating the wastewater treatment requirements of both the Town and the County. The purpose of the first assessment was to evaluate the flow and loading projections of both individual municipalities. The purpose of the second assessment was to develop a long term solution for a combined wastewater treatment facility that is both environmentally and fiscally responsible.</p> <p>The final report included requirements and options for upgrading the existing facility to meet Alberta Environments requirements for the treatment of wastewater. The two main components of the required upgrades include additional aeration and the construction of an automated receiving station.</p> <p>The completion date and commissioning of the work required is scheduled for December 15, 2013. Upon completion of this project the Town's wastewater facility will be open to Clearwater County users.</p> <p>The cost of these upgrades are estimated at \$2,200,000.00</p>	



Agenda Item

Project: "DRAFT" Snowplowing and Grading Policy Review	
Presentation Date: September 24th, 2013	
Department: Public Works	Author: Kurt Magnus/Marshall Morton
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Snowplowing and Grading of Gravel Roadways Policy.</u>	
Recommendation: That Council reviews the amended policy, recommend any changes, and, approve the draft policy changes as presented.	
Attachments List: Snowplowing and Grading Policy	

Background:

As requested by Council the administration has created a "Draft" Snowplowing and Grading of Gravel Roadways Policy.

The attached Draft Policy is a new policy that is meant to replace the previous policy that was the Snow Plowing and Lane Grading of Private Driveways Policy.

See attached policy.

Clearwater County

SNOWPLOWING AND GRADING OF GRAVEL ROADS

EFFECTIVE DATE: September 2013

SECTION: Public Works

POLICY STATEMENT:

Provide direction on the level of service regarding snowplowing/grading of gravel roadways.

PROCEDURE:

Winter Maintenance (Snowplowing)

1. Public Works requires 96 hours after a snow storm or series of storms to open up the roadways. An additional pass may be required to clean up after the initial event. Time frames will vary depending on the severity and duration of the storm.
2. Snow Plowing of gravel roadways will only occur when conditions warrant (i.e.: generally more than 10 cm of snow).
3. Snowplowing will be undertaken in a manner that minimizes backtracking or excessive travel.
4. Snowplowing on private property is not permitted.
5. Cemeteries, community halls and churches will receive snow removal upon application and only after the roadways have been opened.
6. Clearwater County is not responsible for the clearing of private or communal mailboxes. This responsibility lies with individual property owners and/or Canada Post respectively.
7. Although it is realized that a certain amount of snow will roll off of the edge of the grader wing, Grader operators will strive to minimize the amount of snow that is left in approaches.

Summer Maintenance (Grading)

1. Roads will be graded in a fashion as to maximize efficiency. Graders will not be relocated from one area of their beat to respond to a concern in another area, unless it is deemed by the Gravel Road Supervisor as a significant hazard.
2. All roads will be graded on an as required basis, for example, high traffic volume roads may be graded more often while some lower traffic roads may be graded less often.
3. The Gravel Road Supervisor will respond to all public inquiries in a timely manner.



Agenda Item

Project: Tax Penalty Waiver Requests	
Presentation Date: September 24,2013	
Department: Assessment and Revenue	Author: Denniece Crout
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Request for Direction: Does Council wish to authorize a waiver of penalty regarding the properties listed below?	
Attachments List: N/A	

Background:

Earlier this year council made the decision to change the tax due date for properties with a farmland assessment. The tax due date was changed from December 16 to September 16. To assist ratepayers with the transition a one-time only policy was introduced. The policy stated that anyone experiencing a hardship could fill out a form and council would consider if the late tax penalty would be waived. The penalties that are considered for waiving are the 8 % applied on September 17th and the 2% to be applied on October 1st.

The following are all the roll numbers that application has been made to have the penalties waived, all are citing financial hardship.

Roll Numbers

3707281001	3807014001	3807023001	3707362001
6638754	6636513	4006064001	3805162001
3605334001	3805292003	6639054	3904082001
3904083001	3904082002	3904052009	3904052001
6640670	66800251	3504281001	3504282001



3504291001	3504293001	3504293002	4005023001
3906301002	3504322004	3706202001	3706274001
3807112001	3904111001	3505253001	3505252001
3504191001	3605234001		

Should Council approve the waiver, a letter will be sent out advising the applicant of Council's decision.



Agenda Item

Project: Tax Recovery Sale	
Presentation Date: September 24, 2013	
Department: Assessment and Revenue	Author: Denniece Crout
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council set a minimum bid and sale conditions for the 2013 Tax Sale.	
Attachments List: None	

Background:

As part of the tax collection process the MGA authorizes that when a property is 3 years in arrears and all avenues for payments have been exhausted, a municipality may undertake a tax auction to address the outstanding arrears. In the case of two properties, located at Plan 9722425 Block 1 Lot 1 and Plan 8421114 Lot 3, all attempts to reconcile the tax account have been fruitless. The auction of these properties is scheduled for November 4, 2013 at 10:00a.m.

The MGA is very clear on what steps must be taken before an auction can be held; Section 412 states that the property must be placed on an arrears list. Section 413 states the land titles registrar must endorse on the certificate of title the tax recovery notification. As per Section 417 the registrar for land titles must notify the owner of the land and each encumbrance must be shown on the title. Clearwater County has advertised the property for auction in the Alberta Gazette and the local newspaper within the specified time lines as per section 421 of the MGA. All the steps mentioned above have been executed within the time frame specified in the MGA.



As per section 419 of the MGA, council must set the minimum reserve bid and set any conditions that may apply to the sale. If the parcel is not sold at public auction then Clearwater County would acquire the title.

It is staff's recommendation that the value placed on the property with the legal address of Plan 9722425 Block 1 Lot 1 be set at \$347,660. The value recommended for the property with the legal address of Plan 8421114 Lot 3 is \$485,280. These values' foundation is the current year's assessment.

With respect to conditions of sale, staff recommends that terms of sale are cash, certified cheque or direct electronic payment. The amount of the deposit at the time of sale should be 10% of bid offer (non-refundable), with the balance paid within 30 days of date of sale.

in support of the application are:

- a) To simplify the boundaries of the two existing parcels
- b) To increase the effective size of the Intensive Agriculture parcel; and
- c) To add a modern residence to the Intensive Agriculture parcel to increase the value and marketability.

Planning Direction:

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

The applicable sections of the Municipal Development Plan (2010) adopted in July 2010 are:

MDP Policy 4.2.3

An application to create a parcel for intensive agricultural purposes shall be evaluated by Clearwater County based on the considerations in Policy 4.2.4 and the following criteria:

- (a) the minimum parcel size is 8.1 hectares (20 acres);
- (b) applicant demonstrates to the satisfaction of the County that the proposed operation will result in lands being intensively used for commercial agricultural pursuits;
- (c) the applicant demonstrates the long term viability of the proposed operation to the satisfaction of the County;
- (d) the applicant demonstrates to the satisfaction of the County that existing farming operations around the proposed parcel will not be restricted; and
- (e) legal and physical access is available.

MDP Policy 4.2.4

In evaluating subdivision and development proposals that affect agricultural land, the agricultural quality of the land is one of a number of factors that Clearwater County shall consider. These factors are as follows:

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

MDP Policy 8.2.3

Clearwater County encourages the development of agri-business within the County where the following criteria are met to the satisfaction of the County:

- (a) legal and year-round physical access is available and can be developed to meet the County's road standards;

- (b) the proposed subdivision or development can be serviced on-site in accordance with provincial regulations;
- (c) the proposed subdivision or development is located in a manner that minimizes any potential impacts on natural capital lands and agricultural operations; and
- (d) all other applicable provisions of this Plan.

MDP Policy 12.2.4

Clearwater County will consider, where applicable, the following when evaluating an application to redesignate, subdivide or develop land:

- (a) impact on adjoining and nearby land uses;
- (b) impact on natural capital, including agricultural land;
- (c) impact on the environment;
- (d) scale and density;
- (e) site suitability and capacity;
- (f) road requirements and traffic impacts, including access and egress considerations, including Subdivision and Development Regulations related to land in the vicinity of a highway;
- (g) utility requirements and impacts;
- (h) open space needs;
- (i) availability of protective and emergency services;
- (j) FireSmart provisions;
- (k) impacts on school and health care systems;
- (l) measures to mitigate effects;
- (m) County responsibilities that may result from the development or subdivision; and
- (n) any other matters the County considers relevant.

The Clearwater County Land Use Bylaw addresses the uses allowed in the Intensive Agriculture District "IA" as follows:

The purpose of the Intensive Agriculture District "IA" is to accommodate intensive agricultural uses on parcels less than 32 hectares (80 Acres).

The Discretionary uses listed that would apply to this application would include riding or roping and livestock showing stable or arena.

Development, including any storage areas, would be required to meet the minimum yard setbacks, including a minimum of no development or storage within 50 metres (165 feet) from the centreline of the municipal road allowances. Screening may also be a requirement of any approved use.

The applicant(s) will be in attendance at the meeting to provide further details on the proposal and to answer any questions Council may have for them.

Recommendation:

That Council consider granting first reading to Bylaw 981/13 and proceed to a public hearing.



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 04/13

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

APPLICANT: Vic T. Maxwell / For W. & E. SPEIGHT.

ADDRESS & PHONE: UNIT G, 2085, 50 AVE, RED DEER, T4R-1Z4. 403 846-1242 .

REGISTERED OWNER: WILLIAM & ELAINE SPEIGHT.

ADDRESS & PHONE: Box 7, SITE A, RR2, Rocky Mtn. House, T4T-2A2 .

AMENDMENT REQUESTED:

1. CHANGE OF LAND USE DISTRICT FROM: AGRICULTURE TO: INTENSIVE AGRICULTURE.
 LEGAL DESCRIPTION OF PROPERTY: NE 1/4 Sec. 31 Twp. 39 Rge. 7 W5M
 OR: LOT: 2 BLOCK 1 REGISTERED PLAN NO.: 122-1041
 OR: CERTIFICATE OF TITLE NO.: _____ (Site Plan is attached)
 SIZE OF AREA TO BE REDESIGNATED: 11.72 . _____ (Hectares / Acres)

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

CHANGE 11.72 ACRES FROM AGRICULTURE TO INTENSIVE AGRICULTURE

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

- (A) SIMPLIFY BOUNDARIES OF 2 PARCELS.
- (B) INCREASE EFFECTIVE SIZE OF '1A' PARCEL. (LOT 2)
- (C) ADD MODERN RESIDENCE TO '1A' PARCEL AND INCREASE VALUE AND MARKETABILITY OF '1A' PARCEL (LOT 2)

DATE: Aug. 27 , 20 13 . 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 500⁰⁰ DATE PAID: Aug 27 / 13 RECEIPT NO. 93256

[Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE

Existing Intensive Agriculture "IA" Parcel
20.11 Acres
Plan 122 1401, Block 1, Lot 2

TWP RD 39-0

Redistrict 11.72 acres from Agricultural "A"
to Intensive Agriculture "IA"
for the purpose of consolidation
with Plan 122 1401, Block 1, Lot 2

RGE RD 7-5

E 1/2 NE 31-38-07-W5

PIPELINE ROW (0627304)
OR W/RESERVE ROW

PIPELINE



**Application #04/13 to Amend the Land Use Bylaw
Redistrict 11.72 acres in E1/2 NE 31-38-07-W5
From Agriculture "A" to Intensive Agriculture "IA"
To be Consolidated with Plan 122 1401, Block 1, Lot 2
Combined with Subdivision Application 21/3305
Vic Maxwell and William & Elaine Speight**

1:5000



BYLAW NO. 981/13

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

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

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

WHEREAS, the general purpose of the Intensive Agriculture District "IA" is to accommodate intensive agricultural uses on parcels of less than 32 hectares (80 acres);

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 +/- 11.72 acres of the E½ of NE 31-38-07-W5M as outlined in red on the attached Schedule "A" be redesignated from the Agriculture District "A" to the Intensive Agriculture District "IA".

READ A FIRST TIME this ____ day of _____ A.D., 2013.

REEVE

MUNICIPAL MANAGER

PUBLIC HEARING held this _____ day of _____ A.D., 2013.

READ A SECOND TIME this ____ day of _____ A.D., 2013.

READ A THIRD AND FINAL TIME this ___ day of _____ A.D., 2013.

REEVE

MUNICIPAL MANAGER

Twp Road 39-0

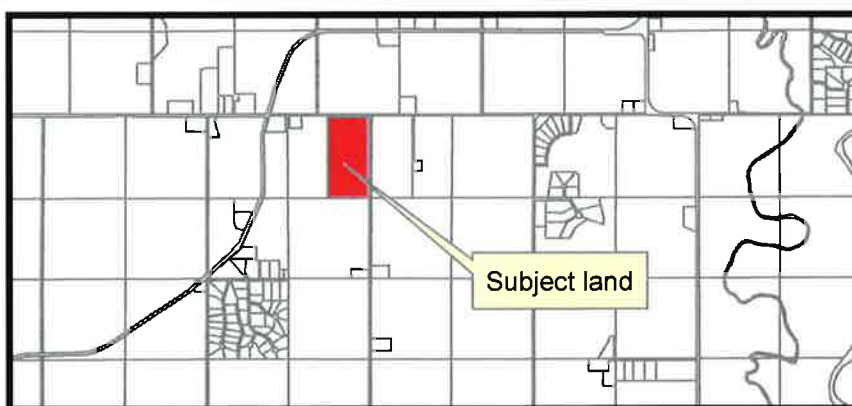
Plan 122 1401
Block 1, Lot 2
20.11 Acres

Redistrict 11.72 acres
from Agriculture "A" to
Intensive Agriculture "IA"
To be consolidated with
Plan 122 1401, Block 1, Lot 2

Range Road 7-5

E 1/2 NE 31-38-07-W5

31



**Bylaw No. 981/13
Schedule "A"**



**Application #04/13 to Amend the Land Use Bylaw
 Redistrict 11.72 acres in E1/2 NE 31-38-07-W5
 From Agriculture "A" to Intensive Agriculture "IA"
 To be Consolidated with Plan 122 1401, Block 1, Lot 2
 Combined with Subdivision Application 21/3305
 Vic Maxwell and William & Elaine Speight**





Agenda Item

Project: Application No. 03/13 to amend the Land Use Bylaw – Public Hearing	
Presentation Date: September 24, 2013 Time: 10:00 A.M.	
Department: Planning	Author: Marilyn Sanders
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: N/A	Goal: N/A
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Municipal Development Plan (2010)</u> <u>& Land Use Bylaw</u>	
Recommendation: Pending the results of the public hearing, it is recommended Council grant 2nd and 3rd readings to Bylaw 980/13	
<p>Background:</p> <p>Blair Hirsch operating as Rocky Sheet Metal and Mechanical Ltd. owns 21.67 acres of land described as Plan 1992-NY, Lot B (PT NE 14-39-07-W5). The subject land is located on the east border of the Town of Rocky Mountain House partially within the Long Term Town Boundary and the remainder in the Rural Policy Area as directed in the Rocky – Clearwater Intermunicipal Development Plan.</p> <p>The land is presently split zoned Industrial District “I” on the west side/Agriculture District “A” on the east side. The subject portion of land to be redesignated, approximately 11.0 acres, is located in the east half of the property adjacent to the remainder of NE 14-39-07-W5.</p> <p>This property has been the subject to previous rezoning applications. In 2005 the entire parcel was rezoned from the Agriculture District “A” to the Industrial District “I” in order to operate the plumbing and heating business at one location and to build a shop. In 2011, a proposal to sell and consolidate with adjoining agricultural land, the east portion of the parcel saw rezoning of the subject 11.0 acres back from the Industrial District “I” to the Agriculture District “A”. The subdivision application did not proceed, the entire 21.67 acre property has now been sold, however a condition of sale is to have the entire parcel zoned Industrial District “I”. Thus this application is to rezone the 11.0 acres back to the Industrial District “I” as shown on Schedule “A” of the Bylaw.</p> <p>Legal and physical access to the parcel is via 42nd Street under the Town of Rocky Mountain House jurisdiction.</p>	

Planning Direction:

The Rocky – Clearwater Intermunicipal Development Plan adopted in 2007 applies to all lands within the Town boundary and the areas of the County shown on the IDP Future Land Uses map. The Plan guides development and provides a basis for inter-municipal discussion and collaboration where developments in one municipality have the potential to impact the other municipality.

The Future Land Uses map of the IDP was amended in 2004 by Bylaw 808/04. At that time it was amended by both municipalities to depict the general indication of land use for the subject lands to be industrial. This proposal is consistent with that amendment.

The Municipal Development Plan (2010) Intermunicipal Planning, Local Planning and Liaison goals and policies adopted outline the relationship between Clearwater County and the surrounding municipalities. One of the goals is to promote cooperation through reciprocal referral mechanisms with adjoining municipalities on planning and development matters of common interest. Another goal is to participate in joint plans with neighbouring municipalities for areas of common interest. In this case that being the Intermunicipal Development Plan between Clearwater County and the Town of Rocky Mountain House.

Municipal Development Plan (2010) Policy 11.2.5 shall require Clearwater County to manage growth and land use change in the fringe area around Rocky Mountain House in accordance with the Rocky – Clearwater Intermunicipal Development Plan.

First Reading:

At the regular Council meeting held on August 12, 2013, Council reviewed and gave first reading to Bylaw 980/13. As required by legislation, comments were invited from the adjacent landowners. Upon consideration of the representations made at the Public Hearing, Council may consider whether or not to grant second and third readings to the bylaw.



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 03/13

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

APPLICANT: Blair Hirsch (Rocky Sheet Metal)

ADDRESS & PHONE: 6708-61st Street, Rocky Mountain House, AB

REGISTERED OWNER: 403-844-0942 T4T1K5

ADDRESS & PHONE: same

AMENDMENT REQUESTED:

- CHANGE OF LAND USE DISTRICT FROM: A TO: I
 LEGAL DESCRIPTION OF PROPERTY: NE 1/4 Sec. 14 Twp. 39 Rge. 7 W5M
 OR: LOT: B BLOCK / REGISTERED PLAN NO.: 1992NY
 OR: CERTIFICATE OF TITLE NO.: _____ (Site Plan is attached)
 SIZE OF AREA TO BE REDESIGNATED: Approx. 11.5 (Hectares / (Acres))

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

Change Agricultural zoning back to Industrial

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

The land was previously redistricted from Industrial to Agricultural in order to subdivide the land to consolidate with another parcel. However, the subdivision and consolidation was not completed and the application was withdrawn.

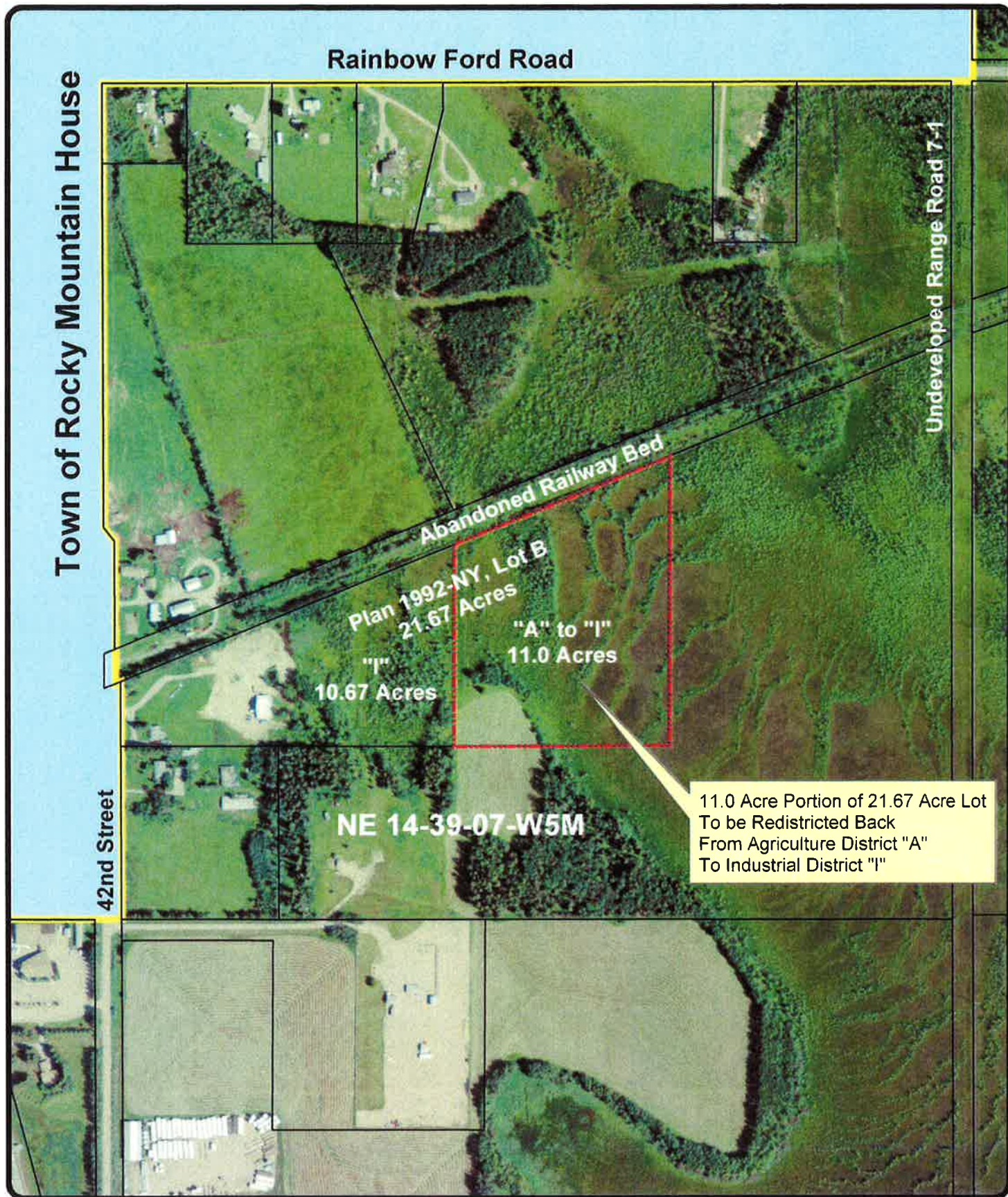
DATE: August 6, 2013 APPLICANT'S SIGNATURE [Signature]

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.

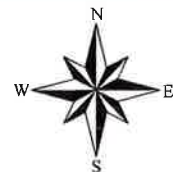
APPLICATION FEE OF 700⁰⁰ DATE PAID: August 6, 2013 RECEIPT NO. 92446

[Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE



**Application #03/13 to Amend Land Use Bylaw
Plan 1992-NY, Lot B, NE 14-39-07-W5, +/- 11.0 Acres
Blair Hirsch on behalf of Rocky Sheet Metal**



BYLAW NO. 980/13

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 Industrial District "I" is to accommodate and to regulate industrial operations appropriate for rural locations.

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 that portion of Plan 1992NY, Lot B (PT NE 14-39-07-W5M), as outlined in red on the attached Schedule "A" be redesignated from the Agriculture District "A" to the Industrial District "I".

READ A FIRST TIME this ____ day of _____ A.D., 2013.

REEVE

MUNICIPAL MANAGER

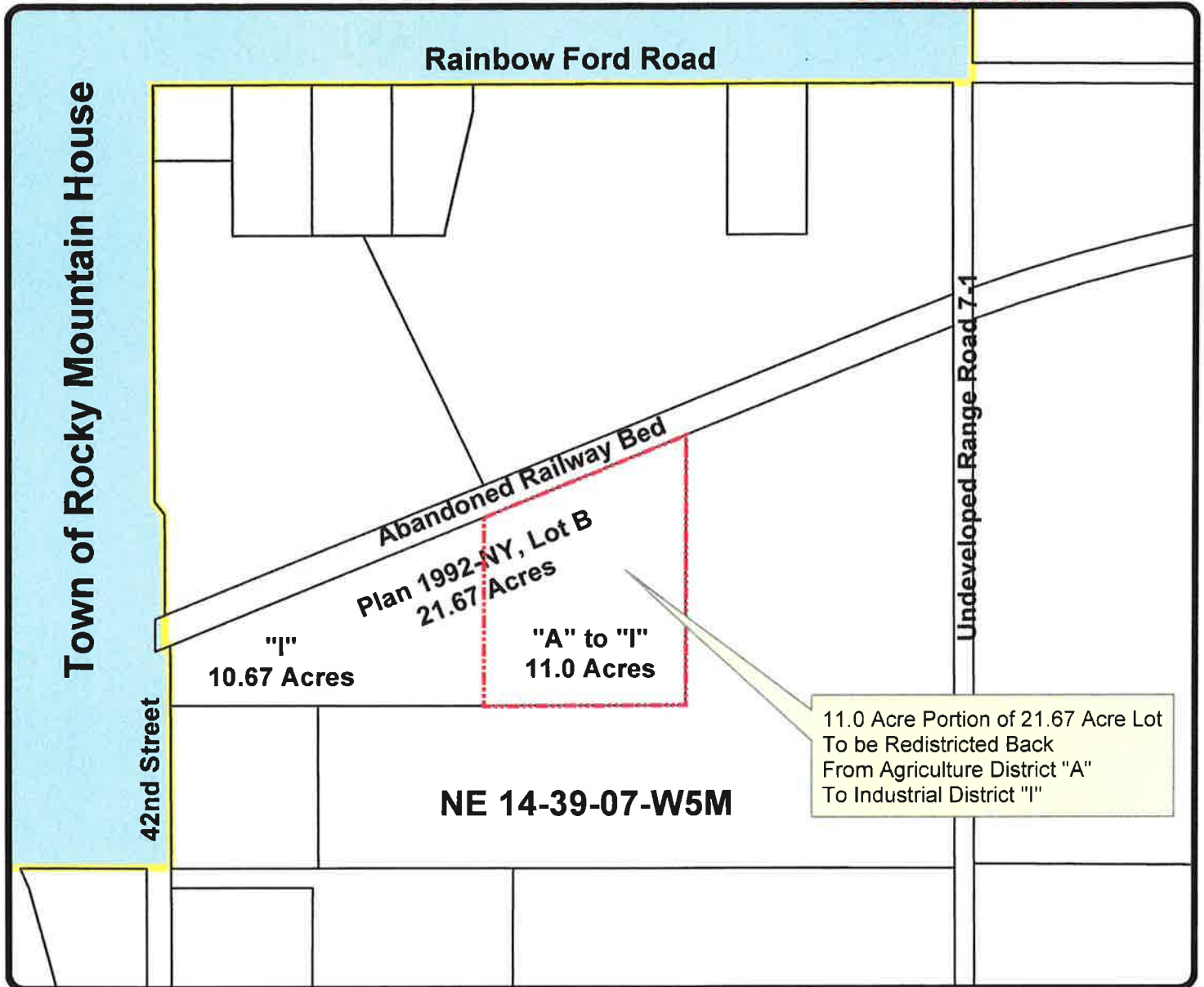
PUBLIC HEARING held this ____ day of _____ A.D., 2013.

READ A SECOND TIME this ____ day of _____ A.D., 2013.

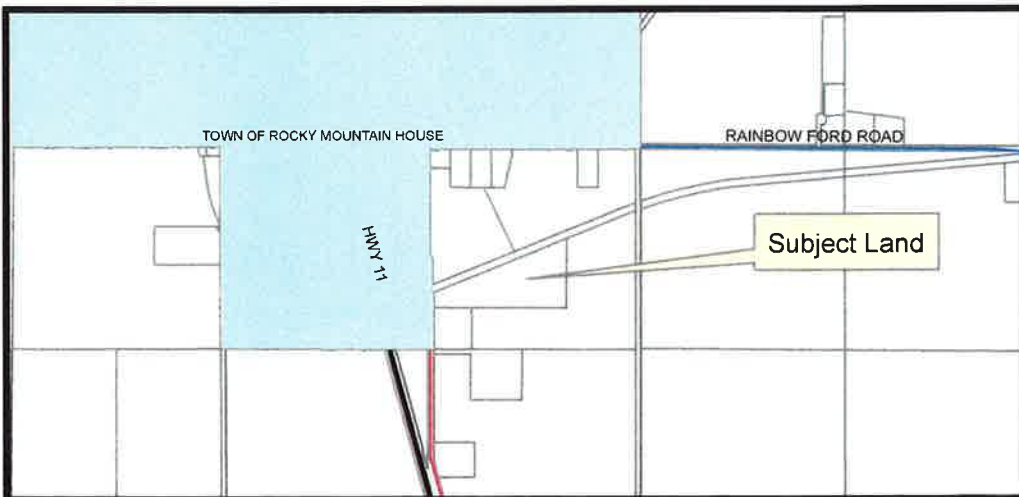
READ A THIRD AND FINAL TIME this ____ day of _____ A.D., 2013.

REEVE

MUNICIPAL MANAGER



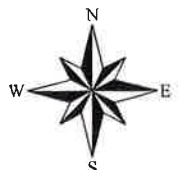
11.0 Acre Portion of 21.67 Acre Lot To be Redistricted Back From Agriculture District "A" To Industrial District "I"



Bylaw No. 980/13
Schedule "A"



Application #03/13 to Amend Land Use Bylaw
Plan 1992-NY, Lot B, NE 14-39-07-W5, +/- 11.0 Acres
Blair Hirsch on behalf of Rocky Sheet Metal



13.4 (5) INDUSTRIAL DISTRICT "I"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE INDUSTRIAL OPERATIONS APPROPRIATE FOR RURAL LOCATIONS

A. PERMITTED USES

1. Farming

B. DISCRETIONARY USES

1. Abattoir
2. Agricultural supply depot
3. Airport and related buildings and facilities
4. Ancillary building and uses
5. Asphaltic mix manufacture
6. Auction mart, livestock sales yard and related holding pens
7. Auto-wrecking and salvage
8. Construction camp (temporary)
9. Electricity generating facility
10. Fertilizer manufacture, storage and sales
11. Grain milling, cleaning, drying and elevator
12. Gravel and sand pit, crushing, screening and washing
13. Heavy industry contractors
14. Industrial equipment storage
15. Manufacturing and processing plants occupying at least 500 square metres (5500 sq. ft.) of enclosed or developed plant space
16. Mining, quarrying and primary processing of mined products
17. Petroleum refining or gas processing and upgrading plants or related installations
18. Public works garage and maintenance facilities
19. Public utility building or facility required to serve this district
20. Railway trackage and related installations
21. Radio, Television, and other communications tower and related buildings not exceeding 75 square metres (800 sq. ft.)
22. Redi-mix concrete plant
23. Sales secondary to the principal use on a lot.
24. Security or gatekeepers residence
25. Storage, display and sales lot for pre-fabricated buildings and recreation vehicles
26. Tannery or taxidermy
27. Timber and lumber milling and storage
28. Tradesperson's business, including contractors for plumbing, heating, electrical, carpentry, masonry, mechanical, auto-body, excavation, construction, trucking and the like
29. Veterinary clinic and animal shelter
30. Warehouse

C. MINIMUM LOT SIZE

1 hectare (2.5 acres) unless otherwise approved by the Development Officer.

D. MINIMUM TOTAL FLOOR AREA

185 square metres (2000 sq. ft.) or as required by the Development Officer except for manufacturing and processing plants.

Note: Adding multiples of industrial uses into one building or onto one site are not an accepted means of achieving the minimum floor area.

E. MINIMUM DEPTH OF FRONT YARD

- (1) 15 metres (50 ft.) on an internal road and otherwise as required pursuant to Section 10.3 and Figures I to 7 of the Supplementary Regulations.
- (2) Where there is a service road next to a primary highway, the minimum front yard depth shall be determined by the Development Officer.

F. MINIMUM WIDTH OF SIDE YARD

3 metres (10 ft.) except for a corner parcel where the minimum side yard adjacent to a public road shall be determined as though it were a front yard, although Section 20.2 applies.

G. MINIMUM DEPTH OF REAR YARD

7.5 metres (25 ft.) unless otherwise approved by the Development Officer.

- Note:
1. Existing lots which cannot comply with the foregoing and created prior to this By-law coming into effect shall meet setback requirements as determined by the Development Officer.
 2. An industrial development having characteristics which are offensive due to noise, dust, odor or appearance may be required to locate at a greater distance from any property line than stated in Subsections E, F and G, at the discretion of the Development Officer.

H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

New construction only, with the exterior completed using acceptable finishing materials approved by and to the satisfaction of the Development Officer.

I. LANDSCAPING

1. In addition to other provisions of this By-law, any approved use may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.
2. Reclamation to standards acceptable to the Development Officer may be required following the abandonment of all or any portion of a gravel or sand pit, sawmill or other land surface disturbing operation.



Agenda Item

Project: Fall High School Awards Ceremonies	
Presentation Date: September 24, 2013	
Department: Community & Protective Services	Author: Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: N/A
Legislative Direction: <input type="checkbox"/> None Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Post-Secondary Scholarship Program</u>	
Recommendation: That Council selects and authorizes members of Council to attend each ceremony and present the County's Post-Secondary Scholarship.	
Attachments List: Clearwater County Post-Secondary Scholarship Program Policy	

Background:

Under the 'Post-Secondary Scholarship Program' Policy, Clearwater County Council budgets \$4000 annually to provide a \$1000 scholarship to one student from each of the four high schools located in the County. The recipient must be attending a recognized post-secondary institution in a full-time capacity. The policy, attached for Council's review, states that: "A county councilor shall attend the relevant High School award ceremony and present the award (i.e. the check) on behalf of the County".

The four ceremonies are scheduled as follows, with each being held at the respective school's gym:

- Caroline School: October 10th at 7:00 pm
- David Thompson High School: October 10th at 7:00 pm
- St. Dominic's High School: October 11th at 2:00 pm
- West Central High School: October 18th at 7:00 pm (with Social at 6:00 pm)

The recommendation is that Council authorizes members of Council to attend each ceremony, as to present the scholarship to the respective recipient.

Clearwater County

CLEARWATER COUNTY POST SECONDARY SCHOLARSHIP PROGRAM

EFFECTIVE DATE: May 2008

SECTION: Administration

POLICY STATEMENT:

To recognize the importance of youth achievement in the area of community service and to encourage academic advancement, the County will offer an annual scholarship to worthy high school graduates.

DURATION: 5 years (may be extended upon evaluation by the Council in 2013)

VALUE: \$4,000 given annually - \$1,000 to one student graduating from each of the 4 High Schools in Clearwater County including West Central High School, St. Dominic High School, David Thompson High School and Caroline High School.

ELIGIBILITY:

- Any graduating student from a County High School registered and attending a post secondary school in a full time capacity;
- Must have been a resident of Clearwater County at the time of graduation from high school (note: this does not include Town or Village residents);
- Citizenship is the primary consideration for eligibility and includes involvement in the community or school in a voluntary and/or leadership capacity while attending high school. The scholarship recipient will be seen and recognized by other students as an individual who continually demonstrated care and respect for fellow students and the community;
- A student, upon receiving this \$1,000 scholarship once, is ineligible to receive another award under this program.

APPLICATION PROCESS:

- All graduating county high school students will be notified of this scholarship;
- Interested applicants may apply in writing identifying:
 - Citizenship involvement while attending high school;
 - County residence legal location while attending high school;
 - Name of post secondary institution and the full time program enrolled in;
 - Any reference letters the applicant feels are helpful in confirming citizenship activities.

REVIEW AND SELECTION PURPOSE:

- Applications will be received and reviewed by the respective high school principal (or his/her designate) considering the contents of the written application, the observations of school staff through the time the applicant attended high school, and any other community references the principal deems appropriate to consult.
- The respective high school principal shall select the winning applicant and advise the county administrator for purposes of preparing a check.

AWARD:

- A county councilor shall attend the relevant High School award ceremony and present the award (i.e. the check) on behalf of the County.



Agenda Item

Project: Parkland Regional Library Proposed Budget 2014 - 2016	
Presentation Date: September 24, 2013	
Department: Community & Protective Services	Author: Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Council will continue to rely on volunteers, profit and not-for-profit organizations for the provision of recreation, culture or leisure programs not organized or offered by the local Recreation Boards.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council approves Parkland Regional Library's 2014-2016 proposed budget as presented.	
Attachments List: PRL Proposed Budget 2014-16	

Background:

Parkland Regional Library (PRL) has forwarded their proposed budget for 2014-2016 for Council's review and approval.

The proposed budget outlines an increase in per capita rates from \$7.28 in 2013 to \$7.50 in 2014. Based on the most recent census information, which lists Clearwater County's population at 12,278 residents, the total PRL requisition amount for 2014 would be \$92,085.00. This represents an increase of \$2700 over the 2013 requisition amount. In other words, 2014 is a 3% increase from 2013, and then 2015 and 2016 are projected to have 5% increases.

PRL is also forecasting per capita rates of \$7.88 for 2015 and \$8.27 for 2016. The per capita requisition number being proposed for 2014 is \$0.12 less than projected at this time last year.

PRL has requested that Council provide a written decision regarding the approval of the budget before November 1, 2013 in order that any concerns may be addressed at the PRL Board meeting that is scheduled for November 7, 2013.



Proposed Budget 2014-2016

PARKLAND REGIONAL LIBRARY

Proposed 2014-2016 Budget

Increases are 3% for 2014 then 5% for the next two years

G2

Present

Budget

	2013	2014	2015	2016
INCOME				
1 Provincial Grant	914,880	916,366	916,366	916,366
2 Membership Fees	1,461,043	1,525,028	1,602,296	1,681,597
3 School Contracts	158,270	115,328	0	0
4 Rural Library Services Grant	423,520	425,280	425,280	425,280
5 Interest Income	40,000	45,000	45,000	45,000
6 AMBC Contract Fees	79,741	0	0	0
7 School Horizon Maintenance Fees	6,550	0	0	0
8 Media Contracts	58,518	0	0	0
TOTAL INCOME	3,142,522	3,027,002	2,988,942	3,068,243
LIBRARY MATERIALS				
1 Book Allotment PRL	321,887	295,999	295,999	295,999
2 Book Allotment SCHOOL	36,325	26,183	0	0
3 Rural Library Services Grant	423,520	425,280	425,280	425,280
4 Cataloguing Tools	3,470	3,550	3,600	3,700
5 Large Print Books	13,000	13,000	13,000	13,000
6 Online Databases	15,880	16,360	16,850	17,350
7 Periodicals	2,570	1,800	2,000	2,000
8 Audio book and eContent materials	28,000	28,000	28,000	28,000
9 Reference Books	3,000	3,000	3,000	3,000
10 Programming Boxes	500	500	500	500
11 Library Professional Collection	3,000	3,000	3,000	3,000
12 Library Computers (New)	0	30,620	30,620	30,620
13 AMBC Service Subscription	9,600	0	0	0
14 AMBC Contract Allotment	33,660	0	0	0
15 Media Co-acquisition Tapes	2,500	0	0	0
16 Video/DVD Purchases	3,000	0	0	0
TOTAL LIBRARY MATERIALS	899,912	847,292	821,849	822,449
COST OF SERVICES				
1 Audit	16,500	17,300	17,800	17,800
2 Bank expenses	600	1,000	1,000	1,000
3 Bank Investment Fees	3,700	3,800	3,900	3,900
4 Building-Repairs/Maintenance	27,000	22,000	23,000	23,000
5 Computer Maint. Agree. Software licenses	104,500	119,600	120,000	123,500
6 Continuing Education	20,000	20,000	20,000	20,000
7 Dues/Fees/Memberships	9,500	10,000	10,000	10,000
8 Equipment - Lease/Rental/Maint.	7,000	6,500	6,750	7,000
9 Film Showcase	1,300	0	0	0
10 Freight	11,500	8,500	8,500	8,500
11 Insurance	19,500	16,500	16,500	16,500
12 Internet Connection Fees	26,650	13,500	17,000	20,500
13 Janitorial expense	26,500	26,500	26,500	26,500
14 Legal/Consulting/Advocacy	2,000	2,000	2,000	2,000
15 Outlets - Contribution to Operating	800	800	800	800
16 Photocopy	10,000	10,000	10,000	10,000
17 Postage	6,000	5,500	5,500	5,500
18 Postage Reimbursement	3,500	3,500	3,500	3,500
19 Promotion/Trade Shows/Publicity	5,000	5,000	5,000	5,000
20 Recruitment/Advertising	1,500	1,500	1,500	1,500
21 Salaries	1,449,958	1,402,522	1,455,383	1,504,789
22 Salaries - Employee Benefits	297,241	287,517	298,353	308,482
23 Supplies/Stationery/Processing/Recon	31,361	33,171	33,000	33,000
24 Telephone	14,000	14,000	14,000	14,000
25 Travel	14,000	14,000	14,000	14,000
26 Trustee expense	21,000	21,000	21,000	21,000
27 Utilities	36,000	36,000	36,000	36,000
28 Vehicle expense	35,000	37,000	37,000	37,000
29 Workshop/Training expense	11,000	11,000	11,000	11,000
30 Budgeted for reserves - Vehicle and Technology	30,000	30,000	30,000	30,000
TOTAL COST OF SERVICES	2,242,610	2,179,710	2,248,986	2,315,771
TOTAL Expenses (library materials & cost of service)	3,142,522	3,027,002	3,070,835	3,138,220
Surplus/Deficit	0	0	-81,893	-69,977
AMOUNT PER CAPITA REQUIRED	7.28	7.50	7.88	8.27

THESE INCREASES ARE 3% for 2014 THEN 5% FOR THE NEXT TWO YEARS



Agenda Item

Project: West Country Activity	
Presentation Date: Sept 24, 2013	
Department: Protective Services – CPO	Author: Terri Miller
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the information as presented.	
Attachments List: 2013 May Long Weekend Taskforce Report	

Background:

Sgt. Miller to present quarterly update and verbal report of West Country activity.



Agenda Item

Project: Final Mile Rural Internet Program/TELUS Network Experience App	
Presentation Date: September 24, 2013	
Department: Community & Protective Services	Author: Trevor Duley
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Council would like to see broader high speed Internet availability throughout most of Clearwater County.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the item as information.	
Attachments List: Final Mile Program Letter	

Background:

The County office received a letter earlier in September indicating that we were not selected by Alberta Agriculture and Rural Development as a successful applicant to the 'Final Mile Rural Community' Program. This was a 2012 initiative that the Province allocated \$5 million towards providing internet access to previously unserved parts of rural Alberta. It had been recommended to the County to build three new towers in the southern portion of the County by a consultant, which we applied to do under the grant. The grant would have provided funding on a 75/25 basis.

Along with this letter, County Staff was made aware that Service Alberta announced a new government initiative that helps eligible residents in rural and remote areas connect to high-speed Internet through satellite technology and waived installation distance costs. Alberta residents can input their legal land location to see if they are eligible at http://www.servicealberta.ca/CASS_Search.cfm. Staff input townships 34-06, 34-05, 35-05, 35-04 and 34-04 into this service, all of which came back ineligible for this new program, which is based on the qualities of the satellite being utilized by the Province, according to Provincial Staff. For those residents not able to access this program, the Province has recommended that persons contact Xplornet or other private outfits.



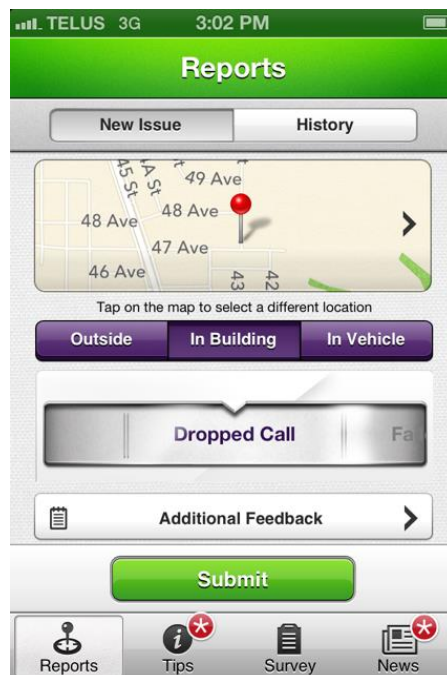
On a related note, TELUS recently announced the creation of a new smartphone application, entitled 'TELUS Network Experience.' The application is available for Apple, Android and Blackberry devices. TELUS notes that the application allows customers to:

- Report network issues like dropped calls directly to TELUS;
- Stay up-to-date on TELUS network news; and,
- Respond to surveys.

The application further states that it allows customers to “have your say on how we can improve the TELUS network – we're listening! We will do our best to use your feedback to make the TELUS network even better. Plus, there are no data charges for using the application.”¹

As Council is aware, TELUS recently stated that they will be investing \$800,000 of communication infrastructure into the Clearwater/Caroline/Rocky Mountain House community, the details of which have not been released. Council submitted a letter with the Town of Rocky Mountain House, Village of Caroline and Rocky Chamber of Commerce indicating their thanks.

The recommendation is that Council accepts this item as information.



¹ <http://mobility.telus.com/en/AB/telusnetworkexperience-app/index.shtml>.

Government of Alberta ■
Agriculture and Rural Development

Rural Development Division
Room 106, J.G. O'Donoghue Bldg
7000 – 113 Street
Edmonton, Alberta T6H 5T6
Canada
Telephone: 780-427-2409
www.agriculture.alberta.ca



August 28, 2013

File Number: RCP147

Mr. Tyler McKinnon, Community Services Coordinator
Clearwater County
Box 550, 4340 – 47 Avenue
Rocky Mountain House, AB T4T 1A4

Dear Mr. McKinnon:

This letter is in reference to your application under the Final Mile Rural Community Program for funding of your community high-speed Internet project.

Regretfully, this is to advise that your application can not be supported. Program funds have been fully committed to projects based on best fit with the program priority outcomes. The decision-making process was difficult, with many worthwhile community projects seeking program support with limited available funding.

We understand that you may be disappointed with this decision and hope that you will be able to obtain financial support from other sources. We wish you success in your efforts.

If you have any questions about this decision or the assessment process, please contact me at (780) 643-1830. Thank you for your interest in the Final Mile Rural Community Program.

Sincerely,

A handwritten signature in black ink, appearing to read "Drew Hiltz". The signature is stylized and somewhat cursive, with a long horizontal stroke extending to the left.

Drew Hiltz
Manager, Programs

cc: Robert Hornbrook, Branch Head



Agenda Item

Project: <i>Reeve's Economic Summit: Agriculture Working Group Report</i>	
Presentation Date: September 24, 2013	
Department: Community & Protective Services	Author: Trevor Duley
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Land & Economic Development	Goal: The County will develop an economic development plan which supports and promotes industry, business and agri-business and tourism opportunities in the County.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the report as information.	
Attachments List: Agriculture Working Group Report	

Background:

As Council is aware, the *Reeve's Economic Summit (RES)* Agriculture Working Group met with a number of representatives and stakeholders from within the agriculture industry in 2013. Enclosed for Council's review is the Working Group's Report as per the discussions that took place during these sessions. More background information is provided in the Working Group's attached report and Executive Summary.

The recommendation is that Council accepts the Working Group's report as information.



Clearwater County
Reeve's Economic Summit:
Agriculture Working Group Report

September 24, 2013





Executive Summary: Agriculture Working Group

Clearwater County's *Reeve's Economic Summit* was a two phased initiative. The first phase consisted of a meeting of business leaders from within the Clearwater/Caroline/Rocky Mountain House community on July 28, 2010 with the purpose of identifying and discussing economic opportunities and challenges businesses face within the region. Coming out of this meeting County Council felt the need to discuss and research the issues further with delegates from within the four key industries in the community: oil and gas, forestry, agriculture and tourism. This initiated the second phase, as Council created a Working Group for each of these sectors to meet over the course of 2012-2013 with industry representatives and specialists, and to report back to Council after the conclusion of these meetings with their findings.

The Agriculture Working Group sought to better understand issues the industry currently faces and possible solutions, as well as the development of new economic spinoffs within the region. After meeting with stakeholders from within the industry, the Working Group discovered that there are issues largely around regulation and changing market factors. This primarily includes changing labour force demographics, new consumer demands and expectations, and the requirement for a more business-like approach to farming. These issues and more are discussed within the Working Group's report.

Ultimately, the Working Group believes that the greater Clearwater/Caroline/Rocky Mountain House region has several key issues the community has to face when it comes to economic development and long term sustainability of the area. This primarily includes creating an environment more conducive for the attraction and retention of highly skilled and talented individuals, and therefore positioning the region as a community of choice. Heavy reliance on the Oil and Gas industry, a sector subject to various 'booms' and 'busts', combined with proposed new taxation methods that would place County dollars in urban centres along Highway 11, may put the community's sustainability at risk in the future. In their report, the Working Group makes a number of recommendations for how the region can work towards growing the local economy and mitigating potential future risks. However, this is a pursuit the entire community must engage in—this report is only one of the first steps to securing long term regional prosperity.



Introduction

On July 28, 2010, the original *Reeve's Economic Summit* was held with representatives attending from the municipal councils of Clearwater County, the Village of Caroline and the Town of Rocky Mountain House. Industry representatives from oil and gas, forestry, tourism and agriculture also participated in the event. *The Summit* brought together business leaders from within the community to identify and discuss economic opportunities and challenges and to identify actions required to address these issues. Bruce Schollie, the consultant who facilitated the event, submitted a list of 3 recommendations to guide the County's economic development for the next 5-10 years as follows:

1. Focus local efforts on developing the tourism industry;
2. Maintain the strength of core industries and encourage the influx of secondary, value-added industry; and
3. Cooperate regionally for marketing and communications purposes.

Specific to agriculture, specialists made the following comments:

- Conforming to increasing food safety regulations to ensure market access has been a challenge for producers and processors;
- Increased support for commercialization and value-added agriculture is needed;
- Rapid fluctuation of commodity prices makes planning difficult with a constantly changing environment; and,
- The sector is still feeling the effects from the global financial crisis.

In February of 2013, Clearwater County Council acted on these recommendations and appointed a committee of Council to further engage with stakeholders from within the tourism industry and to examine the state of the local economy. The Working Group consisted of:

- Reeve Pat Alexander, Division 7;
- Councillor Dick Wymenga, Division 2;
- Councillor Jim Duncan, Division 1;
- Matt Martinson, Director of Clearwater County Agricultural Services and Landcare;



- Mike Haugen, Director of Clearwater County Community and Protective Services; and,
- Trevor Duley, Clearwater County Community Services Coordinator.

The objectives of the Working Group were to:

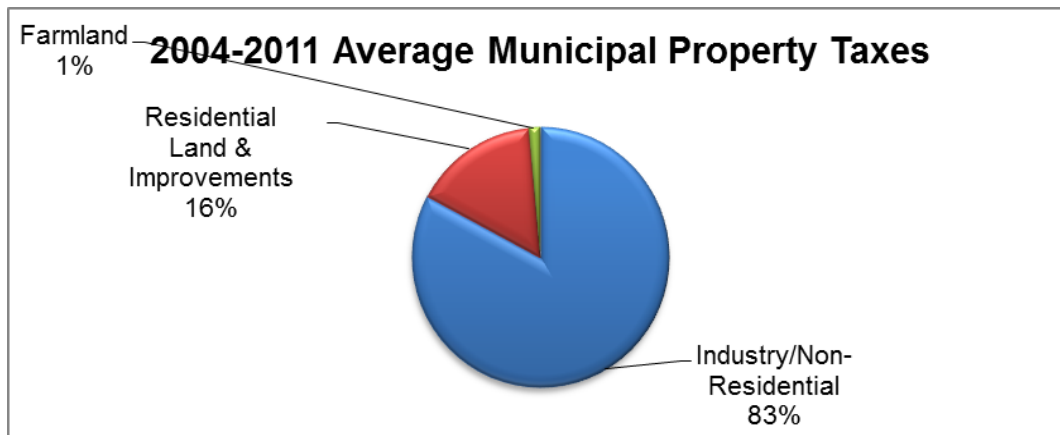
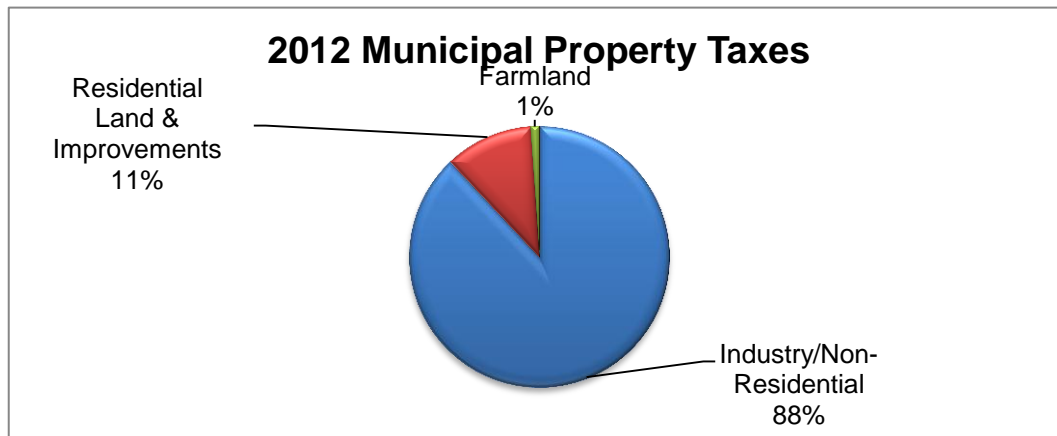
1. Identify issues the agriculture industry currently faces and understand the industry's current state in Clearwater County;
2. Identify factors that may address these or affect such issues, such as broad technological advancements, staff retention, market trends and industry regulations;
3. Identify, if possible, long-term corporate involvement in Clearwater County; and,
4. Identify tourism skillsets and infrastructure that may prove valuable in the attraction or development of other industries.

The Working Group met with stakeholders in two separate sessions in an attempt to meet these objectives. These stakeholders were selected by the Working Group, and were made aware that a public report would be created with the Working Group's findings. The session was chaired by Councillor Jim Duncan and was held in a round-table format.

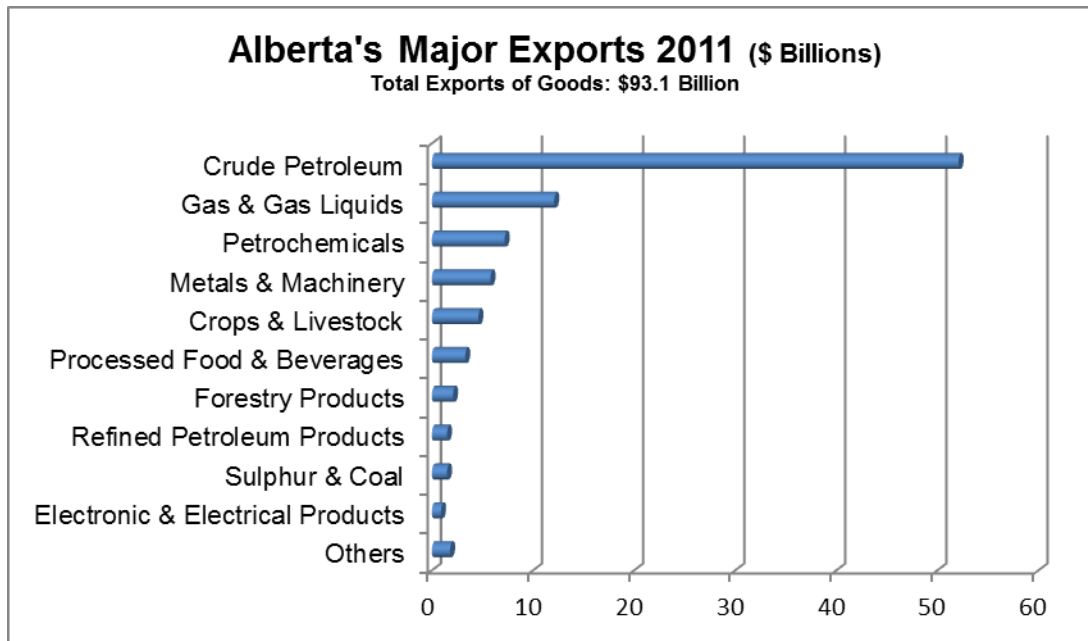
This report will firstly establish some background information on the agriculture industry in Clearwater County. Secondly, long-term industry trends and challenges within Alberta and Clearwater County are identified. Thirdly, opportunities to enhance the industry and local economy within the region are identified and recommendations are made. Fourthly, several key focus areas are recommended to grow the sector. Finally, the report will conclude with a summarization of the Working Group's overall thoughts.

Background

Clearwater County heavily relies on industry for municipal revenues. Historically, approximately 80-90% of the tax-base has come from industry, as depicted below:



Given this breakdown, Clearwater County Council established the *Reeve's Economic Summit* in part to better understand future municipal revenues based on Industry's long-term plans within the region. Although farmland taxes account for a very small percentage of municipal revenues, Council agreed that the agriculture industry provides economic spinoffs within the region, and contributes to the Quality Of Life County residents possess. Moreover, the quality of life of residents possess ultimately contributes to the enhancement of the local economy.



Alberta is an export economy, and is extremely dependant on the oil and gas industry, as represented above. The top three economic generators in the province relate directly to oil and gas, but after that, agriculture ranks second only to Metals & Machinery.

Specific to Clearwater County, the geography and weather conditions play a vital role in the viability of farming operations. Although blessed with an abundance of natural resources, large portions of land within the County are unable to grow crops. Additionally, our location off the Highway II corridor creates some unique challenges, including increased transportation costs as well as high land prices. These factors likely limit the opportunity for attraction of intensive livestock operations. There are multiple and sometimes competing land-uses within the County, as there are throughout Alberta, and according to Clearwater County's Municipal Development Plan, there are approximately 505,200 acres of land designated for agricultural use.

Trends and Challenges:

Size and Scope of Farms

Large, multi-faceted 5,000-10,000 acre operations are becoming increasingly sophisticated and technological throughout Alberta and Western Canada. A large number of ‘niche’ farms should continue to exist, however mid-sized farms capable of making a decent living are becoming less and less viable. Many farmers in Alberta and Clearwater County will have to continue to earn off-farm incomes, or become specialized and get larger in order to remain sustainable in the future. As depicted in the table below, although large-scale farming operations account for only 13.1% of all farms, they generate almost 70% of total revenues for all farms. The increased shift to large-scale operations is likely to continue in the future.

Farm Financial Indicators by Revenue Class, 2009¹

	\$10,000- \$49,999	\$50,000- \$99,999	\$100,000- \$249,999	\$250,000- \$499,999	\$500,000+	All farms
Number of farms	70,690	29,365	34,420	22,790	23,655	180,950
Share (%)	39.1	16.2	19.0	12.6	13.1	100.0
Revenues (\$ millions)	1,792	2,112	5,591	8,112	37,291	54,898
Share (%)	3.3	3.8	10.2	14.8	67.9	100.0
Operator income source share (%)						
Off-farm employment income	65.3	48.0	33.2	18.7	15.9	31.8
Investment income	11.9	13.5	12.0	11.5	8.8	10.7
Pension income	20.2	14.0	7.7	3.9	1.8	7.8
Gov't social	2.2	1.7	1.3	1.0	0.4	1.1

¹ Statistics Canada, CANSIM table 002-0045; The Conference Board of Canada



transfers						
Other off-farm income	3.8	3.7	3.0	2.2	1.0	2.3
Net program payments	2.6	7.6	11.2	10.8	18.6	12.1
Farm operating income	-6.0	11.4	31.6	51.9	53.6	34.2

Percentage of Farms that Lost Money in Canada 1998-2007

Farm size, by annual sales	No negative years	1-2 negative years	3-4 negative years	5-10 negative years
Less than \$10,000	10	12	10	69
\$10,000-\$49,999	17	16	13	53
\$50,000-\$99,999	25	23	14	38
\$100,000-\$249,999	39	24	13	23
\$250,000-\$499,999	50	23	12	15
\$500,000+	46	27	13	13
All farms	25	19	13	44

It was discussed with the Working Group that very few farms under \$1,000,000 are making a living at farming. Regardless, a number of dynamics are pushing for farms to be operated more and more like a business. For instance, banks want to see business plans in order to provide financing. It was indicated to the Working Group that processors are moving towards greater farm business management, and therefore



needs to be paid attention to by producers. Moreover, farms will likely be operated more like businesses in the future so that workers can have a better entertainment and recreational lifestyle.

In order to help aid farms in transitioning towards a greater business mentality, it was shared with the Working Group that it would be beneficial to have a forum in Alberta where farmers could access short courses (i.e. one day) in business and management practices. Olds College offers online courses, but persons are not always willing to commit for more than a day, or to e-learning. Clearwater County's Agricultural Services Board (ASB) provides lunch and learns and seminars on various topics, often including these types of subjects.

Market Expansion

The Conference Board of Canada estimates that only 10 countries in the world will be food exporters over the next number of years, and Canada is one. Infrastructure, regulation and animal health are all issues for other countries who cannot export, but would like to.

Market access will continue to be a challenge in Alberta, with things like regulatory barriers and trade tariffs. Despite since the creation of the North American Free Trade Agreement (NAFTA), Canada's food exports and revenues have increased dramatically², Canada and Alberta cannot continue to rely on the United States (US) as our only market (currently ~80% of food exports go to the US): we need to look at developing markets in China, India and the Middle-East.

Alberta also requires a labour force to add value to the primary agriculture product; instead, other countries add the value. Currently, Alberta heavily relies on Temporary Foreign Workers (TFWs) for value-added labour. Increasingly, this type of work is becoming automated to reduce labour requirements.

Moreover, recent changes to the federal TFW program now encourage employers to hire domestic labourers ahead of foreign workers. This will likely create some new

² *The Sky's the Limit*, 26.



challenges for agricultural operations which currently rely on TFWs, as Alberta has a shortage of labour and therefore requires persons to move to the province from other parts of Canada. Tying into this is the likelihood of local young persons working labour positions on the farm is not great, as it is not typically economical for them to do so, as other industries may pay better and TFWs will work for lower wages. Despite this, it is predicted that there will continue to be many jobs available for young people in the future, where the pay is decent, particularly in regards to programming machinery and in GPS technology on the farm.

AgriTourism was a topic the Working Group was interested in learning more about, and its' likelihood for success in Clearwater County. After discussing it with industry delegates, this is a venture that would likely be tough, given the geographical location of the County, but could work if a 'package of experiences' was offered, that tapped into multiple niche markets. For instance, having a corn maze might be a bit of a stretch, but having a packaged experience where tourists would be encouraged to stay in the region for 2-3+ days would be beneficial. More information on endeavours like this are discussed within Clearwater County's *Reeve's Economic Summit: Tourism Working Group Report*.

Social License

It was discussed within the Working Group and with delegates that farmers need to help neighbours and non-farmers to better understand what farmers are doing to ensure food safety and security, as the ability for misinformation to be spread is massive, and many people are conducive to accept negative information as truth. The agriculture industry therefore needs to communicate better with urban colleagues. This communication may help lead the way to better economics, as there is the potential for farmers to capitalize on consumers 'understanding where their food comes from.' For instance, more and more consumers are moving towards a philosophy of 'Buy-Local,' which means that the industry should work to communicate the difference (or lack of difference) between products sold at the Farmer's Market and at the grocery store.



Currently, North American consumers still prefer to buy the product for the cheapest price as opposed to the 'top-quality,' which will likely continue to affect the successes of buy-local campaigns in the near future. Moreover, the majority of consumers still want the efficiency of having everything available in one location, i.e. Grocery store. It is also anticipated that consumers will lead a lot of change within the industry, particularly in regards to regulation—which is why communication is key.

Legislation

It was indicated to the Working Group that the challenge for the Provincial Government lies in the ability to find a balance between regulation and functions for emergency situations. Moreover, some policies may be outdated and perhaps unnecessary.

Acts that currently affect municipalities primarily focus on the 'undesirables,' like noxious weeds. In the future, the legislative trend may be that five or six Acts are more effective if amalgamated into a single more all-encompassing Act, which would be more flexible.

For lobbying concerns, it was shared with the Working Group that ASBs need to bring their local issues forward. Regulatory resolutions take a long time, and often local issues become skewed at the Alberta Association of Municipal Districts and Counties (AAMDC) Convention, where a diverse Province is represented. When looking at making amendments to Acts, ASBs should try to bring up concerns and suggestions year after year with facts and research.



Recommendations

Given its findings, the Working Group makes the following recommendations:

1. Clearwater County Council recommends that the Intermunicipal Cooperation Committee create a Regional Cultural and Economic Development Task Force after the conclusion of the *Reeve's Economic Summit* with the purpose of developing a Joint Cultural and Economic Development Plan for the region with the Town of Rocky Mountain House and Village of Caroline. This Plan should take into account principles of a 'creative economy,'³ described by Richard Florida and Gord Hume, in addition to the trends identified by the *Reeve's Economic Summit*. Such principles include:
 - That the workforce is increasingly composed of creative professionals such as knowledge-based workers, those working in healthcare, business and finance, the legal sector, education, scientists, engineers, researchers, technical and technological professionals, as well as artists, writers and musicians;
 - That 'traditional' industries increasingly rely on creative professionals' skills and knowledge;
 - That bright young people are more likely to be attracted to municipalities that offer the environment, job opportunities, social experiences, and quality of life that they expect and demand; and
 - That in a globalized economy, municipalities must often compete with one another to attract people and investment to their communities.

It is the Working Group's belief that this Report, combined with the others released in accordance with the *Reeve's Economic Summit* provides an excellent foundation for such a plan and initiative to be developed.

2. Clearwater County Council recommend that the Intermunicipal Cooperation continue the trend established by the *Reeve's Economic Summit* of engaging with industry

³Referring to author Gord Hume's CRINK economy concept and Richard Florida's 'Creative City Movement.' The main thesis is that economic prosperity is shaped by knowledge-based workers and entrepreneurs. Ultimately, "creativity and innovation are together the overall elements to propel municipalities to success." Hume stresses that municipalities should have an economic development strategy which strives to establish the necessary conditions to attract knowledge-based workers with things like culture, recreation and retail variety.



and economic specialists and stakeholders with the goal of enhancing the community's awareness and knowledge of trends and issues. For instance, having an annual speaker on municipal creativity could be a route the ICC wishes to take. It is the Working Group's opinion that a permanent body be established by the ICC which includes Council and Administrative staff from all three municipalities in the region to maintain a common economic development vision. This body would act on the goals established by a regional Joint Cultural and Economic Development Plan.

3. Clearwater County Council and Agricultural Services Board look at ways to enhance the information provided to local farmers around best business practices. This may include a combined effort of providing information utilizing internal and external knowledge and resources, as well as encouraging other levels of government and educational institutions to provide knowledge in a more accessible manner.

Conclusions

This report by the Agriculture Working Group is broad in scope, as many of the challenges and trends witnessed within the agriculture industry in Clearwater County affect other industries and aspects of economic development. This report, combined with the other reports that will be established as part of the *Reeve's Economic Summit* will serve as catalysts to provide new areas of collaboration and innovation within the community to generate new ideas and solutions to some of the problems discussed by the Working Group.

The Working Group encourages Clearwater County Council, but even more importantly, the broader Clearwater/Rocky/Caroline community to utilize this report as a starting point or a trigger for new, progressive achievements in our region over the next five, ten and twenty years.

Overall, the Working Group recognizes that the diversification of the local economy and the growth of our major industries is vital to the community's sustainability. This report targeted the agriculture sector in particular, but the Working Group hopes that its findings and recommendations will help to guide regional economic and community development in general in the years ahead.



Through its discussions over the last several months, the Working Group discovered that having a creative, vibrant economy largely depends on the workforce. When a community has a creative and talented citizenry, residents are capable of making the local economy flourish through new ideas and new businesses. In order to continue to retain and attract intelligent, skilled people to our community, the Working Group strongly recommends that a regional Cultural and Economic Development Task Force be created to ask questions of the community like:

- 'What do we want our community to look like in 20 years?'
- 'What amenities do we need to improve or add within that time to retain and attract talented people to the community? Such amenities include things like affordable housing, recreation and arts centres, healthcare and daycare centres.'
- 'What action items need to be developed by the region to ensure long-term prosperity?'

The Working Group believes this Report provides a foundation to some of these questions, and hopes that the regional Cultural and Economic Development Task Force pick up where we have left off, as well as with the establishment of a regional tourism entity to focus on the development of tourism specifically.

Moreover, as Gord Hume states, “the competitive reality is that most communities now offer similar amenities to potential investors and companies. They have serviced, zoned land available. They have wireless high-speed Internet. They have an economic development corporation of some kind that offers help to new businesses. What differentiates Canadian communities today is the quality of life they offer—and that does vary substantially...Bright young people are not going to be attracted to communities that don't offer the environment, job opportunities, social experiences, and quality of life that they expect and demand today. The inevitable result will be stagnation and economic decline.”⁴

Clearwater County Council and the stakeholders who participated in the *Reeve's Economic Summit* with the Agriculture Working Group showed both vision and leadership in addressing some of the issues the community faces—but this is merely the beginning in a long journey ahead. The Working Group thanks them for their support and contributions,

⁴ Gord Hume, *Cultural Planning for Creative Communities*, 3-5.



and invites the community at large to generate new ideas and solutions from the framework provided by our work.

Respectfully Submitted,

The Clearwater County Agriculture Working Group



Agenda Item

Project: Intermunicipal Coordination Committee Recommendations	
Presentation Date: September 24, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance and Intergovernmental Relations	Goal: To support and enhance Council's decision making role relating to policy development, long and short term planning, and service and program evaluation. Also, to support Council's relationship and communication with its residents, neighboring municipal councils, federal and provincial officials and key stakeholders.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the recommendations of the Intermunicipal Coordination Committee and directs that the required funding be included in the 2014 budget.	
Attachments List: N/A	

Background:

Revenue Sharing Agreement

The Intermunicipal Coordination Committee (ICC) met on September 9 to wrap up its 2013 discussions and establish its 2014 work program. In relation to the ICC's 2013 work plan, one of the items that the Committee discussed was the Regional Revenue Sharing Grants between the County and the Town and, the County and the Village.

As Council is aware, the revenue sharing agreements that the County has with the Town and the Village expired on December 31, 2012. In 2012, prior to the grants expiring, County Council agreed to extend the revenue sharing funding through 2013 while the ICC considered the Revenue Sharing program in the context of the drafting of the Stronger Together agreement. Due to a number of factors (e.g. Nordegg Fire, flood, waste water review and negotiations, etc.) the ICC will not have a recommendation for the Councils for new revenue sharing program before year's end.



Therefore, the ICC recommends that the County continue the revenue sharing funding in 2014. This funding would be \$13,120 for the Village and \$177,950 for the Town.

2014 ICC Work program

With respect to its 2014 work plan, the ICC will be undertaking a review of the following:

- 1) Regional Revenue Sharing
- 2) Regional Management concepts and principles
- 3) Regional Wastewater requirements and feasibility
- 4) Policing and law enforcement requirements

The Committee has identified two AB Municipal Affairs grants that would assist the Committee with its 2014 work program. **The ICC Committee recommends that the three councils support the submission of a \$30,000 CGI Implementation Grant and \$50,000 of Regional Collaboration Project funding to fund ICC projects and that funds be allotted in the respective 2014 budgets and that the matching component of the grant be shared on the traditional cost share formula of 47.5% - County, 47.5% - Town, 5% - Village.**

The amount of matching funding required by the three municipalities will not be known until the grant application is reviewed and approved by AB Municipal Affairs. However, I anticipate that the County's contribution will be approximately \$10,000.

Recommendation Summary:

- 1) **The ICC recommends that the County extend the revenue sharing funding in 2014. This funding would be \$13,120 for the Village and \$177,950 for the Town.**
- 2) **The ICC Committee recommends that the three councils support the submission of a \$30,000 CGI Implementation Grant and \$50,000 of Regional Collaboration Project funding to fund ICC projects and that funds be allotted in the respective 2014 budgets and that the matching component of the grant be shared on the traditional cost share formula of 47.5% - County, 47.5% - Town, 5% - Village.**

Clearwater County Councilor and Board Member Remuneration Statement For the Year of ...2013.....

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

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.54 / km
July 1	Meet Mountaineer	X					74
July 1	Canada Day		X				
July 5	Pow Wow	X					85
July 9	Council				X		74
July 10	CPO SLR	X					74
July 17	NSWA Board	X	X	X		X	390
July 18	Road Tour	X	X				74
July 20	Rocky 100th	X					74
July 23	Council				X		74
July 24	Air Show						
July 31	Meeting with Ron	X					74

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Remuneration Calculation

<u>7</u>	Meetings @ \$149.00=	<u>1043.00</u>	<u>993</u>	Kms @ \$0.54=	<u>536.22</u>
<u>4</u>	Meetings @ \$119.00=	<u>476.00</u>	<u>1</u>	Lunch @ \$16.00=	<u>16.00</u>
<u>2</u>	Meetings @ \$271.00=	<u>542.00</u>			
	Supervision=	<u>850.00</u>			
	TOTAL=	<u>2911.00</u>		TOTAL=	<u>552.22</u>

Signature {Councilor / Board Member}

Clearwater County Councilor and Board Member Remuneration Statement For the Year of ...2013.....

Name of Councilor / Board Member Bob Bryant

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.53 / km
Aug 8/13	MPC	✓	✓				4km
Aug 13/13	Reg. Council				✓		4km
Aug 20/13	Rocky Library	✓					4km
* Aug 21/13	Rocky Senior Housing						
Aug 22/13	MGA Review Hay Lakes	✓	✓	✓			480 km
Aug 27/13	Reg. Council				✓		4km
Aug 28/13	RDRWA Executive	✓					172 km

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Remuneration Calculation

1	Westview @ 69	69.00				
4	Meetings @ \$149.00=	596.00		668.00	Kms @ \$0.53=	360.72
3	Meetings @ \$119.00=	357.00			Lunch @ \$16.00=	
2	Meetings @ \$271.00=	542.00				
	Supervision=	550.00				
	TOTAL=	2114.00			TOTAL=	360.72

Signature {Councilor / Board Member} Bob Bryant

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2013.....

Name of Councilor / Board Member

EARL GRAHAM

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.54 / km
Aug 8/13	MPC	✓	✓				92
Aug 9/13	CAADPE	✓	✓	AW			292
Aug 13/13	COUNCIL				✓		92
Aug 22/13	AAMOC/MCA	✓	✓	✓			92
Aug 27/13	SPOG/AER	✓	✓	✓			295
Aug 28/13	AGS SOCIETY	✓					22
Aug 31/13	MCA TOUR	✓	✓				92
Aug 31/13	SPOG CONF PRCL			✓			0

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Remuneration Calculation

<u>6</u>	Meetings @ \$149.00=	<u>894.00</u>	<u>977</u>	Kms @ \$0.54=	<u>527.58</u>
<u>8</u>	Meetings @ \$119.00=	<u>952.00</u>		Lunch @ \$16.00=	<u> </u>
<u>1</u>	Meetings @ \$271.00=	<u>271.00</u>			<u>42.00</u>
	Supervision=	<u>550.00</u>	Parking (RECEIPT ON FILE)		<u> </u>
	TOTAL=	<u>2667.00</u>		TOTAL=	<u>569.58</u>

Signature {Councilor / Board Member}

[Handwritten Signature]

Clearwater County Councilor and Board Member Remuneration Statement

For the Year of ...2013.....

Name of Councilor / Board Member

Rick Wynne
Payment Periods

January

February

May

June

March

April

July

August

September

October

November

December

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

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.53 / km
13	Council				✓		53
16	ASB	✓					53
22	ASB - off Field day	✓	✓				90
27	Council				✓		53
28	HUB - Caroline	✓					105

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Remuneration Calculation

<u>3</u>	Meetings @ \$149.00=	<u>447.00</u>	<u>354</u>	Kms @ \$0.53=	<u>191.16</u>
<u>1</u>	Meetings @ \$119.00=	<u>119.00</u>		Lunch @ \$16.00=	<u> </u>
<u>2</u>	Meetings @ \$271.00=	<u>542.00</u>			<u> </u>
	Supervision=	<u>550.00</u>			<u> </u>
	TOTAL=	<u>1658.00</u>		TOTAL=	<u>191.16</u>

Signature {Councilor / Board Member}

Rick Wynne

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2013.....

Name of Councilor / Board Member ..**Jim Duncan**.....

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$145.00	Next 4 Hours \$116.00	Next 4 Hours \$116.00	Regular Council Meeting \$263.00	Lunch \$16.00	Mileage @ \$0.53 / km
August 13	Council				X		40
August 13	Pow Wow	X					40
August 14	A.C.E. Conference call	X					0
August 16	ASB	X					40
Aug 27	Council				X		40
August 27	Everdell Community Weeds	X					40
August 28	Provincial ASB Committee	X	X				474

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Remuneration Calculation

<u>5</u>	Meetings @ \$145.00=	<u>745.00</u>	<u>674</u>	Kms @ \$0.53=	<u>363.96</u>
<u>1</u>	Meetings @ \$119.00=	<u>119.00</u>	<u>—</u>	Lunch @ \$16.00=	<u>—</u>
<u>2</u>	Meetings @ \$271.00=	<u>542.00</u>			
	Supervision=	<u>550.00</u>			
	Sub Total=	<u>1956.00</u>		Sub Total=	<u>363.96</u>

Jim Duncan