

**CLEARWATER COUNTY  
COUNCIL AGENDA  
August 12, 2014  
9:00 A.M.  
Council Chambers  
4340 – 47 Avenue, Rocky Mountain House AB**

**10:15 A.M. Delegation: Library Advocacy Committee – Mona Crocker & Mike Day  
11:00 A.M. Public Hearing: Bylaw 992/14 LUA – The Whole Life Institute**

**A. CALL TO ORDER**

**B. AGENDA ADOPTION**

**C. CONFIRMATION OF MINUTES**

1. July 22, 2014 Regular Meeting Minutes
2. July 22, 2014 Public Hearing Minutes

**D. CORPORATE SERVICES**

1. Draft Policy: Fees for Goods & Services

**E. COMMUNITY & PROTECTIVE SERVICES**

1. Ambulance/Health Care Access – Hamlet of Nordegg and Regional Area
2. Correspondence re Education Programs & Enforcement Initiatives

**F. MUNICIPAL**

1. 10:15 A.M. Delegation: Library Advocacy Committee – Mona Crocker & Mike Day
2. 2014 AUMA Convention Invitation

**G. PLANNING**

1. 11:00 A.M. Public Hearing Bylaw 992/14 LUA – Applicant: The Whole Life Institute

**H. COMMITTEE REPORT**

1. Clearwater Trails Initiative – Verbal Report from Councillor Jim Duncan, Division One

**IN CAMERA \***

1. Land – Verbal Report

\* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act, Sections 21 (1)(ii); 24 (1)(a)(c); 25 (1)(c)iii; and 27 (1)(a)

**I. INFORMATION**

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

**J. ADJOURNMENT**

***TABLED ITEMS***

**Date**                      **Item, Reason and Status**

04/10/12                      **Arbutus Hall Funding Request**  
• To allow applicant to provide a complete capital projects plan.

**STATUS: Pending Information, Community and Protective Services**



## Agenda Item

<b>Project: Draft Policy – Fees for Goods &amp; Services</b>	
<b>Presentation Date: August 12<sup>th</sup>, 2014</b>	
<b>Department: Corporate Services</b>	<b>Author: Rhonda Serhan</b>
<b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
<b>Strategic Area:</b>	<b>Goal:</b>
<b>Legislative Direction:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
<b>Recommendation: 1. That Council adopt the new Goods and Service Fee policy with attached schedules and 2. Rescind the old policy named Lease Fees and Fees for Printed Materials and Assessment Review Board Fees.</b>	
<b>Attachments List: Development Fee policy, Goods and Service Fee policy</b>	

### Background:

On February 11, 2014, the planning department brought forward a new policy for the development and subdivision fees. These fees were previously in the Development Permit Fees, Lease Fees and Fees for Printed Materials and Assessment Review Board Fees policy. The planning department struck all mention of the Planning and Development Fees and left the rest of the policy as it was.

Attached is a new policy encompassing what is remaining once the planning and development department took out the relevant fees for their department. The new policy includes lease fees, the sale of air photos and maps, assessment appeal fees and some miscellaneous administrative fees for service. In the creation of the new policy with schedules, all fees themselves remain the same, with the exception of the administration fees for service. Both the tax certificate and assessment record have been raised from \$12.50 to \$20. The Corporate Services department surveyed 7 neighbouring municipalities and found that 5 of the 7 were \$20 or more.

The last time the fees were amended was February, 2010 and at that time the only changes were to the assessment appeal fees as outlined in the MGA.



## **CLEARWATER COUNTY FEES FOR GOODS AND SERVICES**

**EFFECTIVE DATE:** August 2014

**SECTION:** Administration

**POLICY STATEMENT:** To outline fees for goods or service offered by Clearwater County for sale or lease.

**PROCEDURE:**

The fees for rental or lease will be determined by a review of market rates with the input from experts in property management.

The fees for maps or printed documents from the GIS department are outlined in Schedule A of the document. These fees will be set to recuperate the cost of printing these products as well as some of the administration costs of preparing these products.

The fees for assessment complaints are outlined in Schedule B of this document and will be set within guidelines provided by the Municipal Government Act.

The fees for tax certificates, searches and assessment records are outlined in Schedule C of this document. These fees will be determined by performing a periodic survey of surrounding communities to ensure Clearwater County fees are in line with neighbouring communities. This schedule may also include any miscellaneous fees for photocopying and faxing that may apply.

Adjustments to the following schedule will be approved by the Director, Corporate Services according to the guidelines set out above.

The schedule will be posted, and updated as needed, on the Clearwater County website.

POLICY



## CLEARWATER COUNTY FEES FOR GOODS AND SERVICES

### Schedule A

#### Fees for GIS Products

1 Folded Map	\$15
Set of 3 Maps	\$35
County Map on CD	\$20
Flat Wall Map	\$20

#### Air Photo:

8x10	\$15
11x17	\$20

### Schedule B

#### Assessment Appeal Fees

Residential and farm land	\$50 per parcel
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#### Non Residential

Assessed value less than \$500,000	\$100 per parcel
Assessed value between \$500,000 and \$1,000,000	\$300 per parcel
Assessed value between \$1,000,000 and \$5,000,000	\$500 per parcel
Assessed value over \$5,000,000	\$650 per parcel
Linear Property - Power Generation	Flat fee \$650 per facility
Linear Property - Other	Flat fee \$50 per LPAUID
Equalized Assessment	Flat fee \$650

### Schedule C

#### Misc Administration Fees

Tax Certificate	\$ 20.00
Assessment Record	\$ 20.00

# Clearwater County

**LEASE FEES AND FEES FOR PRINTED MATERIALS****EFFECTIVE DATE:** February 2014**SECTION:** Administration**POLICY STATEMENT:**

To outline the charges for, lease fees for County lands, and to set fees for the sale of printed materials and Assessment Review Board Appeals.

**PROCEDURE:**

Set of 3 Maps (East, Central and West)	\$ 25.00 (plus G.S.T.)
Individual Maps – East; Central; and West	\$ 10.00 each (plus G.S.T.)
Leasing of Lands	Cost shall be specific to any given property as established by Council from time to time.
Land Use Bylaw (Text Only)	\$20.00 per copy (plus G.S.T.)
Land Use Bylaw (c/w Color Maps)	\$50.00 per copy (plus G.S.T.)
Faxing Copies	\$ 5.00 for the first page and \$1.00 for each additional page (plus G.S.T.)
Copy of Minutes	\$ 1.00/page (plus G.S.T.)
Photocopy Large Documents	Charge to be set at the discretion of the CAO to cover the expense.
Municipal Development Plan (Text Only)	\$ 5.00 per copy (plus G.S.T.)
Tax Certificate	\$12.50 per Certificate (G.S.T. Exempt)
Assessment Record	\$12.50 per Record (G.S.T. Exempt)

## Assessment Review Board (ARB) Fee

<b>Category of Complaint</b>	<b>Complaint Fee</b>
Residential and farm land	\$50.00 per parcel
<b>Non-residential</b>	
Assessed value less than \$500,000	\$100.00 per parcel
Assessed value between \$500,000 and \$1,000,000.	\$300.00 per parcel
Assessed value between \$1,000,000 and \$5,000,000.	\$500.00 per parcel
Assessed value over \$5,000,000.	\$650.00 per parcel
Linear Property – Power Generation	Flat fee \$650.00 per facility
Linear Property - other	Flat fee \$50.00 per LPAUID
Equalized assessment	Flat Fee \$650.00

Refundable in full if the appellant successfully appeals the previous assessment (i.e. the initially assessed value is changed by the ARB).

Should the appeal be withdrawn before six working days (i.e. working days do not include Saturdays, Sundays or holidays) of the scheduled date of appeal where the date of the appeal is deemed to be one of the six days, the appeal fee will be 100 percent refunded.



## Agenda Item

<b>Project:</b> Ambulance / Health Care Access – Hamlet of Nordegg and Regional Area	
<b>Presentation Date:</b> August 12, 2014	
<b>Department:</b> CPS	<b>Author:</b> Ted Hickey
<b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
<b>Strategic Area:</b>	<b>Goal: 4. Ensure future healthcare needs of community and aging population (hospital, physician recruitment, emergency medical services).</b>
<b>Legislative Direction:</b> <input type="checkbox"/> None  <input checked="" type="checkbox"/> Provincial Legislation (cite)  Alberta Health Act Emergency Health Services Act Emergency Health Services (Interim) Regulation Licensing and Ambulance Maintenance Regulation Staff, Vehicle and Equipment Regulation  <input type="checkbox"/> County Bylaw or Policy (cite) _____	
<b>Recommendation:</b> That Council create a Delegation of Council/Committee/Working Group comprised of member(s) of Clearwater County Council, Administration staff, Nordegg Community stakeholders, industry stakeholders and other area stakeholders to continue with Alberta Health Services Central Zone Administration processes to assure implementation of a best possible short/mid/long term options for Albertan's and other's timely access to health care in The Hamlet of Nordegg and surrounding communities.	
<b>Attachments List:</b> <ul style="list-style-type: none"><li>• July 18, 2014 Nordegg Community Association &amp; AHS – EMS Meeting Agenda and attachments, AHS Ambulance Reporting, Meeting Notes, Correspondence from Jane Drummond.</li><li>• Correspondence from Reeve Alexander to AHS</li></ul>	



**Background:**

In 2009, the Province of Alberta determined ground ambulance service as a health care service. Consequently, governance and funding for ground ambulance service was transferred from municipalities to the Province of Alberta. At that time, the Minister of Health, Ron Liepert, assured there would be no degradation in the level of service to Albertans. Currently Alberta Health Services (AHS) provides ground ambulance service via direct delivery or contracted vendor delivery.

Since 2009, there have been a number of challenges in assuring availability of ground ambulance/access to health care for The Hamlet of Nordegg and surrounding areas. Various service delivery models have been implemented however, a sustainable, consistent level of service, and/or timely access to health care services have been difficult to maintain. A continued reliance upon use of community volunteers (primarily CRFRS firefighters) to assist in the initiation of the delivery of pre-hospital care (at a first responder level) is a primary resource to facilitate health care services. AHS health care providers continue to deploy from Rocky Mountain House or other distant locals, with the end result of time delays in access to health care.

Members comprised of The Nordegg Community Association (Nordegg Ambulance Response Initiative) opened up dialogue with AHS' Central Regional Administration to directly identify transient delivery of health care services, notable gaps and delays in accessibility to health care services (ambulance service), and inconsistent levels of service provision.

An information session was held on July 18, 2014 at the Nordegg Public Services Building with three senior AHS Central Zone administration representatives attending along with Members comprised of The Nordegg Community Association (Nordegg Ambulance Response Initiative), Theresa Laing – Division 5 Councilor, Clearwater County Administration, C. Laird – CRFRS Regional Fire Chief and other staff.

Information was exchanged, concerns were discussed, and possible solutions/corrections to address access to health care were explored; with no firm resolution determined.

July 29, 2014 Reeve Pat Alexander forwarded a letter to Mr. Kerri Bales, Senior Vice President and Mr. Lyle McKellar, Executive Director. The letter recognized that a meeting was held and expressed Clearwater County's interest in further participation in the process of confirming solutions to the issue.

### **Purpose of this Briefing**

1. Provide background to community members
2. Summarize issues and impact for stakeholders and decision makers

### **The Context**

The following statistics for Nordegg and area are unofficial and, for the most part, are gathered through conversations with key informants and business operators. A popular estimate of the Nordegg and area population on a busy summer weekend is 8000 persons. Many camp in unofficial and remote campsites in the crown lands (for example there can be up to 700 campers at the Big Horn Dam and 200 at Blackstone).

The hamlet has a permanent population of approximately 100. The Big Horn and Small Boy Reserves have approximately 1,200 on-reserve registered residents (Indian and Northern Affairs Canada, 2008). Year around, there are approximately 200 additional weekend residents living in Nordegg.

In addition, Nordegg and area supports many businesses including: outdoor and recreation services that can host up to 400 clients (Gold Eye, Frontier Lodge, COE, and at least three other outfitters); tourist and overnight accommodation for 450 (David Thompson Resort, Nordegg Lodge, and Shunda Creek Hostel); 3450 registered campers; infrastructure development contractors (at least two with 3 employees/contractors daily); and resource extraction sectors including aggregate, fertilizer, forestry, oil and gas. Husky operates the Stolberg Facility (100 workers) and the Ram River Gas Plant (100 staff). There are easily another 100 oil and gas workers from exploration companies like Manutec. Forestry logging companies, Sunpine and Weyerhaeuser, would have 100 workers.

Nordegg is administered through Clear Water County in Rocky Mountain House (100 km away). The Big Horn Reserve is administered through Treaty 7 in Morley (300 km away). Small Boy Camp is administered through Treaty 6 in Edson (200 km away).

### **The Nordegg Ambulance Response Situation**

- Policy: The AHS 5 year EMS Plan includes putting in place “for citizens living in remote and rural areas . . . appropriate access to consistently high quality EMS”.
- Physical Infrastructure: AHS currently has one ambulance stationed in Nordegg. It is equipped for and operates at a volunteer Basic Life Support (BLS) level.
- Supportive Resources: AHS administers the Nordegg ambulance from Olds. There is a volunteer fire response team in Nordegg that may or may not be dispatched to a local 911 ambulance call. Fire responds to urgent life threatening emergencies or when the ambulance response time is >20 min.
- Statistical data: Official data are viewed by the community as flawed due to collection methods. Local EMS practitioners remember that annual call volumes were between 60 and 90 when the county administered the ambulance service with volumes between 15-20 in the busy months.
- Usual 911 Processing Practice: When a call is received and you request an ambulance, you are transferred to the ambulance dispatcher (in Calgary) and the nearest ambulance is dispatched. If the service is not dispatched from Nordegg, it would have to come from any of the following locations: Rocky Mountain House (91 km), Banff (227 km), Caroline (135km), Sylvan Lake (170km), Jasper (260km), Hinton (150km), federally funded O’Chiese Reserve (70km) and STARS Air Ambulance (Edmonton or Calgary base).

### **The Issues for Nordegg**

- **Calls from Nordegg and area are low frequency – high acuity.** This is due to the hazards and risks associated with the industry, recreational, and educational activities in the area.
- **The required minimum of two EMR volunteers, is met an average of nine days/month** (source: Nordegg Volunteer Roster). This is due to two factors: first, the local availability of qualified BLS providers; and second, their capacity to volunteer. It is known that the highest emergency-call months of July, August, November and December have the lowest volunteer availability.
- **Currently there is very low motivation for local volunteers to sign up for shifts** with the Nordegg ambulance service. In the past there was a local supervisor who organized the roster, oversaw the training (currently training is very difficult or impossible to organize), and networked the volunteers together into a cohesive group. This local supervision lead to high morale and recruitment of numerous volunteers for the roster.
- **Lack of capacity to respond reduces use of EMS by locals** who drive themselves to ER’s in Rocky Mountain House or call for a fire response that they know will arrive quickly. Under current

**Ambulance Response Initiative  
Nordegg Community Briefing Note  
July 2014**

**E1**

conditions, the best practice is to call for an ambulance, ask where it is coming from and, if injuries permitting, arrange to meet it on the road to Rocky Mountain House.

- **Response times for emergency response in Nordegg and area are not known.** This makes it very hard to evaluate and improve the service.

**Stories of Community Impact**

- I am an outdoor recreation/education business owner in Nordegg. Many groups require the submission of an Emergency Response Plan before they will use our services. We have no adequate response times to include in this plan. This is a serious risk to our business.
- I am a permanent resident of Nordegg. I have insulin resistant diabetes, congestive heart failure and failing kidneys. I would benefit from a staffed ambulance service in Nordegg, especially if they expanded their role to monitoring the status of persons with serious chronic disease in our community (a model used in Nova Scotia).
- I am a weekend / recreation homeowner in Nordegg. I have a life threatening response to insect bites. The last time this occurred, it took two self-administered injections of epinephrine to hold off the anaphylaxis while my neighbours drove me to the ER in Rocky Mountain House (because I dare not wait for an ambulance).
- I am a camper whose family regularly uses the Big Horn backcountry. I know that there is a brand new facility in Nordegg and assume that it provides access to timely ambulance service in the backcountry.



**Nordegg Community Assoc & AHS - EMS Meeting**  
**July 18, 2014**  
**2:30 to 4:00**  
**Nordegg Public Services Bld.**

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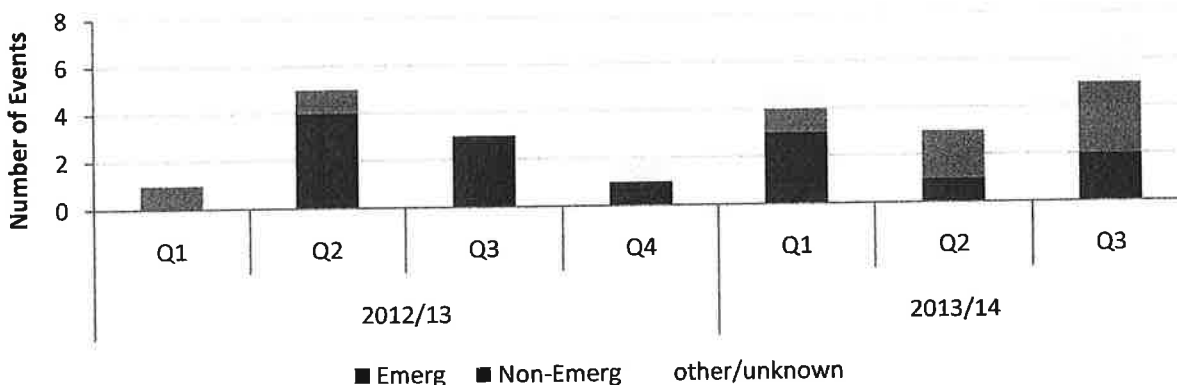
## **AGENDA**

1. Welcome and Introductions Jason Millar & Lyle McKellar
2. Approval of Agenda All
3. New Business
  - 3.1. History of Nordegg EMS Lyle McKellar
  - 3.2. Community Concerns/Discussion with AHS Central Zone All
4. Next Steps
5. Adjournment

Note: Arranged by Nordegg Community Association - Any participants interested in touring the nearby geographical areas of concern, mini-bus transportation is available immediately after the meeting.



### Event Volume in MUNI of Nordegg (April 1, 2012 - Dec 31, 2013)



**Notes:**

The graph is in the same format as AHS publishes for EMS performance in other communities (<http://www.albertahealthservices.ca/6553.asp>)

In this 21 month period there were a total of 26 EMS events in the community of Nordegg. There were 7 months where no (zero) EMS events occurred in the community of Nordegg, including a 4 month stretch from Nov 2012 - Feb 2013.

AHS EMS' data reporting standards require there be at least 20 life-threatening events (Delta & Echo events) in a given time period in order to be able to report response time for these life-threatening events. There were only 8 life-threatening events occurred in Nordegg during these 21 months.

## Nordegg Unit Responses April 1, 2012 - Dec 31, 2013

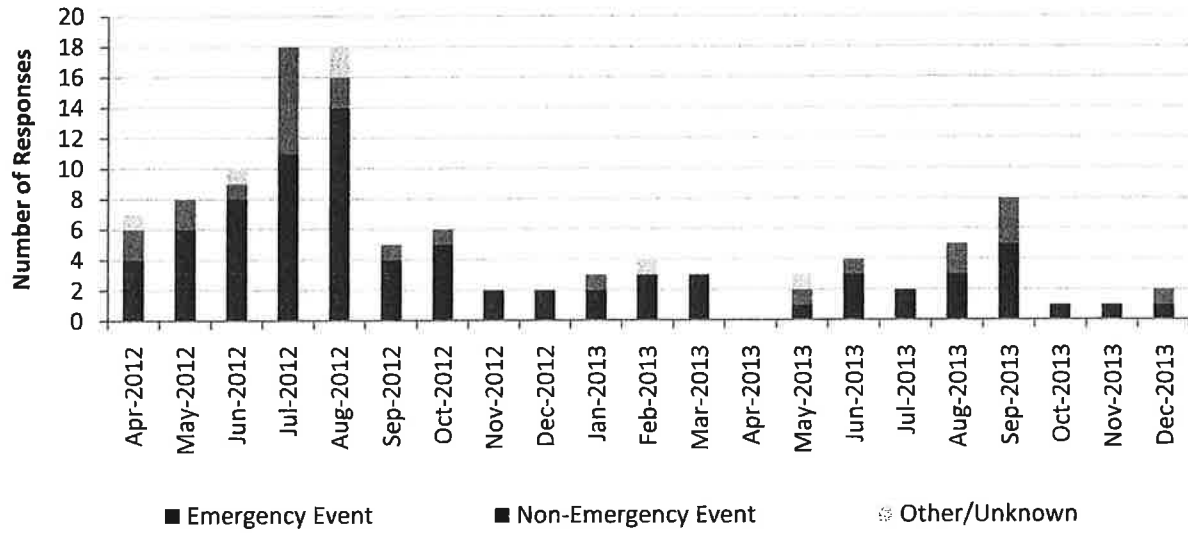


Table 7 First aid requirements for high hazard work

[ See sections 178, 181(1) ]

Number of workers at work site per shift	Close work site (up to 20 minutes)	Distant work site (20 – 40 minutes)	Isolated work site (more than 40 minutes)
1	Type P First Aid Kit	Type P First Aid Kit	Type P First Aid Kit
2 – 4	1 Emergency First Aider No. 1 First Aid Kit	1 Standard First Aider No. 2 First Aid Kit 3 blankets	1 Standard First Aider No. 2 First Aid Kit 3 blankets
5 – 9	1 Emergency First Aider 1 Standard First Aider No. 2 First Aid Kit	2 Standard First Aiders No. 2 First Aid Kit 3 blankets	2 Standard First Aiders No. 2 First Aid Kit 3 blankets
10 – 19	1 Emergency First Aider 1 Standard First Aider No. 2 First Aid Kit 3 blankets	2 Standard First Aiders No. 3 First Aid Kit 3 blankets, stretcher, splints	2 Standard First Aiders No. 3 First Aid Kit 3 blankets, stretcher, splints
20 – 49	2 Emergency First Aiders 1 Standard First Aider No. 2 First Aid Kit 3 blankets	3 Standard First Aiders No. 3 First Aid Kit 3 blankets, stretcher, splints	3 Standard First Aiders No. 3 First Aid Kit 3 blankets, stretcher, splints
50 – 99	2 Emergency First Aiders 2 Standard First Aiders No. 3 First Aid Kit 3 blankets	2 Emergency First Aiders 3 Standard First Aiders No. 3 First Aid Kit 3 blankets, stretcher, splints	4 Standard First Aiders 1 Advanced First Aider No. 3 First Aid Kit 3 blankets, stretcher, splints
100 – 199	2 Emergency First Aiders 2 Standard First Aiders 1 Advanced First Aider First Aid Room	4 Standard First Aiders 1 Advanced First Aider First Aid Room	4 Standard First Aiders 1 Advanced First Aider First Aid Room
200 or more	2 Emergency First Aiders 2 Standard First Aiders 1 Nurse or 1 EMT-P <b>Plus</b> 1 Standard First Aider for each additional increment of 1 to 100 workers First Aid Room	4 Standard First Aiders 1 Nurse or 1 EMT-P <b>Plus</b> 1 Standard First Aider for each additional increment of 1 to 100 workers First Aid Room	4 Standard First Aiders 1 Advanced First Aider 1 Nurse or 1 EMT-P <b>Plus</b> 1 Standard First Aider for each additional increment of 1 to 100 workers First Aid Room

Note: Number of first aiders indicated is for a shift at all times.

Attendance	Rate	Activity Level	Rate	Attendability	Rate	Weather	Rate	Other	Rate
Less than 2,500	1	Low	1	Low	1	Summer	1	History of event suggests many emergencies	1
2,500-10,000	2	Low/Medium	2	Low/Medium	2	Fall/Spring	2	Drug or Alcohol use expected	1
10,000-25,000	3	Medium	3	Medium	3	Winter	3	Outdoor Event	1
25,000-50,000	4	Medium/High	4	Medium/High	4			Extreme or Combat sports	1
Over 50,000	5	High	5	High	5				

Number of Attendees	Number of SEMS providers	Number of Aid Stations
Less than 2,500	2 to 4	1
2,500-10,000	4 to 6	1
10,000-25,000	6 to 8	1
25,000-50,000	8 to 10	1 to 2
Over 50,000	10 to 12	more than 1

- 4 2 EMR's + station/unit
  - 5 2 EMR's + station/unit
  - 6 2 EMR's + station/unit
  - 7 2 EMT's + station/unit
  - 8 2 EMT's + station/unit
  - 9 2 EMT's + station/unit
  - 10 2 EMT's + 2 EMR's + station/unit
  - 11 2 EMT's + 2 EMR's + station/unit
  - 12 2 EMT's + 2 EMR's + station/unit
  - 13 2 EMT's + 4 EMR's + station/unit
  - 14 2 EMT's + 4 EMR's + station/unit
  - 15 2 EMT's + 4 EMR's + station/unit
  - 16 4 EMT's + 4 EMR's + station/unit
  - 17 1 paramedic+1 EMT+2 EMR's+ 1 station/unit per 50,000
  - 18 1 paramedic+1 EMT+2 EMR's+ 1 station/unit per 50,000
  - 19 1 paramedic+1 EMT+4 EMR's+ 1 station/unit per 50,000
  - 20 1 paramedic+2 EMT's+4 EMR's+ 2 stations/units per 50,000
  - 21 1 paramedic+2 EMT's+6 EMR's+ 2 stations/units per 50,000
  - 22 1 paramedic+2 EMT's+8 EMR's+ 2 stations/units per 50,000
- Minimum (Low Risk)
- Maximum (High Risk)



## Special Events EMS Recommended Resource Guidelines

The resource table below has been constructed in consultation with various EMS Agencies North American wide to assist you in the selection of the appropriate level and type of medical services for your special event. The titles are modified for regional differences. While there is limited legislation regarding levels of care at special events, this is still considered the 'best practice' or 'the standard of care'

Event Type	Anticipated Crowd Size	Mobile EMR Team(s) and Equipment	Mobile EMT Team(s) and Equipment	Mobile paramedic Team(s) and Equipment	EMR Field Aid Stations(s)	EMT Field Aid Stations(s)	Paramedic Field Aid Stations(s)	BLS Unit(s)	ALS Units(s)	Rapid Response Team(s)
Concert/ Music Festival/ Block Party/ Street Fair/ Outside Venue	Less than 2,500	X			X	S		S		
	2,500 to 10,000	X	S		X	S		S	S	S
	10,000 to 25,000	X	X	S		X	S	X	X	X
	25,000 to 50,000	X	X	X		X	X	X	X	X
	Over 50,000	X	X	X		X	X	X	X	X
Athletic/ Sporting Event	Less than 2,500	X			X	S				
	2,500 to 10,000	X	S		X	S		X	S	S
	10,000 to 25,000	X	X	S		X	S	X	X	X
	25,000 to 50,000	X	X	X		X	X	X	X	X
	Over 50,000	X	X	X		X	X	X	X	X
Parade	Less than 2,500	X			X					
	2,500 to 10,000	X			X			X		
	10,000 to 25,000	X	S		X	S		X	S	S
	25,000 to 50,000	X	S		X	S	S	X	S	X
	Over 50,000	X	X	S		X	S	X	S	X
Conference/ Convention	Less than 2,500	X			X					
	2,500 to 10,000	X			X			S		S
	10,000 to 25,000	X	S			S		S		S
	25,000 to 50,000	X	S			S		S		S
	Over 50,000	X	X	S		X	S	X	S	X

X= Required resource. Multiple resources should be considered depending on boundaries of event, event elements, and/or size of crowd.

S= Suggested resource intended to ensure safety of participants.

BLS= Basic Life Support

ALS= Advanced Life Support

EMR= Emergency Medical Responder

EMT= Emergency Medical Technician

**Minutes of Nordegg Community Association and Alberta Health Services-EMS Meeting**, held July 18, 2014 in the Nordegg Public Services Building at Nordegg.

**CALL TO ORDER:**

The meeting was called to order at 14:34 P.M. by Jason Millar with the following being present:

Nordegg Community Association:	Jason Millar Marla Zapach
Alberta Health Services:	Lyle McKellar Kerry Bales Scott Hollsworth
Councilors:	Ted Hickey Theresa Laing
Clearwater County:	Terri Miller Cammie Laird Whitney Sosnoski
Residents:	Dave Hedley-Husky Denis Lamont-resident of Nordegg Wayne Carter-Director Charlene Desirae-Director

**WELCOME AND INTRODUCTIONS**

JASON MILLAR: Introduced himself and the representatives from Alberta Health Services. The attendees then made individual introductions.

**APPROVAL OF AGENDA**

ALL

**BACKGROUND**

LYLE MCKELLAR Presented the background between Nordegg and Alberta Health Services (herein after referred as AHS).

In 2009 the EMS was transferred from Municipal to AHS. On December 1, 2009 the Nordegg EMS became a full time volunteer service, basic life support-Emergency Responder Level. Lyle explained the challenges that AHS has be facing:

- Keeping volunteers engaged
- Compensation
- Getting shifts filled
- AHS expectations vs. Firefighters expectations

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AHS has medical protocol and dispatch standards. Volunteers have a 10 day orientation and training. They receive \$150.00 a day, uniform allowance, registration fee, health benefits package-incentives for long weekend shift work. EMS has a demand on Fire Services. Lyle underlines the fact that Nordegg is not a forgotten area and they need to respect Clearwater County's fire service review.

#### COMMUNITY CONCERNS/DISCUSSIONS WITH AHS CENTRAL ZONE

LYLE MCKELLAR

Nordegg is a remote community with the closest town being 92 km away. We are aware of seasonal activities and that Highway 11 is a main road. What is reasonable and what is sustainable for AHS in Nordegg. If staffing was not an issue then there probably would not be a meeting here today.

CAMMIE LAIRD

Volunteers are depleting in North America.

JASON MILLAR

The demands in Nordegg have grown with building improvements, but there is no staff/recruitment for this area.

LYLE MCKELLAR

We are actively recruiting, but we must maintain our standard of care. A Communication system, standardized on patients. The void is that there is not any service, only 40% of the time is there any service. We need to figure out a way to come together as a team to staff Nordegg EMS. There has only been a small increase in call volume. We also need to respect the municipality and Clearwater County.

MARLA ZAPACH

Thanked Lyle McKellar for his background history of Nordegg and EMS. Marla explained that Nordegg is growing and there will be developments of a new school, grocery store, and gas station.

A discussion commenced of how the community is growing. AHS asked what the community would like and need in the short, medium, and long term. Framework to open up discussions about what Nordegg is to be.

JASON MILLAR

The community of the David Thompson Corridor is extensive. It takes 45 minutes for an ambulance to arrive. In the conservative times of year there are 1,500 to 2,000 people and in the peak times there are over 8,000 people in the area. The new Nordegg Public Services Building is ready to use and should be the base for operations.

THERESA LAING

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The AHS should also be aware of the plans for a mobile home court and a coal mine (employ 800 people), giving Nordegg the potential for growth.

LYLE MCKELLAR

What does a go forward plan look like?

MARLA ZAPACH

We would like to expand emergency services (EMS, RCMP, and FIRE)

JASON MILLAR

Our long term goal is to have a full time community clinic.

DAVE HEDLEY

Rocky Mountain House (RMH) and Nordegg are both growing. Having full time ambulatory staff in Nordegg would help to alleviate the RMH hospital. Any homecare for Nordegg comes from RMH. Having a clinic here to act as a screening post would relieve the pressure of the RMH hospital.

KERRY BALES

In this case there is a volume from recreation and transportation. Here it is about access, how to find a balance and how to do it in a responsible way. You will never justify the volume out here. You still have a community without critical care. I think there is a need. The need is for accessibility not volume.

Terri Miller left the meeting

KERRY BALES

Nordegg needs home care and public health services in a consolidated way that meets all of the needs. What can we do to cover public health? What has the community come up with for a solution? What are the community's needs? There are no well-defined plans for access. AHS needs to work hands on with communities. What will work for now?

DAVE HEDELY

In the past Nordegg Ambulance did not drive all of the way to RMH, they would meet halfway. Now they drive all of the way.

LYLE MCKELLAR

There have been changes to the system

TED HICKEY

I like that we are diving into solutions for the community at a higher level. The province is directly responsible for the critical care of its residents. Is Nordegg an isolated community? There is a real need for access. We need to broaden it to include: tourism, first nations and industries.

We need a short term solution with well-defined trigger dates. As well as mid-range and long term solutions. In 2009 Clearwater County recognized that the province had made a decision. We need to come up with the right balance from the transition in 2009. Council has a lot of interest to seek sustainable solutions. The Nordegg Public Services building is ready to use. This is an Alberta Health Services issue and reasonable access needs to be defined. The community is expressing its views.

KERRY BALES

Today is to deal with the immediate gap. This area worries me with its basic access.

CAMMIE LAIRD

You need to look at the three C's: Care, Compassion, and Control. What is reasonable access...time?

KERRY BALES

There are no standards for access. There is more money now to provide service. We need to be diligent and not waste money. What can we do in the first six months?

JASON MILLAR

We are proposing something from in the community. At this time residents, laborers, and recreationalists are driving themselves into Rocky Mountain House for medical aid. We have the need for advanced life support.

KERRY BALES

We can't do that. It is not justifiable.

LYLE MCKELLAR

Since the 2009 transition there have not been any surface changes. There are not enough paramedics.

TED HICKEY

Money is a concern. Every service knows that costs have increased.

KERRY BALES

July 18, 2014  
Page 5

We need to supplement first response. The challenge is paramedic availability.

MARLA ZAPACH

Could Nordegg revert to volunteers? Would AHS provide support, and training? We need to develop a long term plan.

KERRY BALES

There has been a collapse of volunteer service. **A volunteer operation is off the table.** We need to find key individuals.

THERESA LAING

What about a flex schedule rotation?

KERRY BALES

Rotation would be an avenue to contemplate

Cammie laird left the meeting

SCOTT

Maybe by contract, or perhaps a school.

LYLE MCKELLAR

**An EMS response unit that provides immediate care. Starting with a base in the community. Someone to come and run/manage an EMS response unit.**

DAVE HEDLEY

In the past, before AHS took over, I was involved with Ambulance since 2000. There was a medical base out of Frontier Lodge where dressings could be changed, injections provided etc. if there was more than a 20 minute drive response time you were to get a helicopter (local helicopter agency) and fly to Rocky Mountain House.

LYLE MCKELLAR

**We need to connect someone into the community.**

DAVE HEDLEY

We like the idea of working towards a goal.

MARLA ZAPACH

What do you have to offer? What do you propose for a next step?

KERRY BALES

I think we need to follow up with someone based in the community, and they will be greater than first aid response. Would that meet the short term need? I don't like to use the word trial, but it would be a trial period to gain experience (call volumes)

MARLA ZAPACH

What do you need from us?


KERRY BALES

Participation with AHS and with the community. **Help us sell the idea.**

DAVE HEDLEY

From an industrial point of view there are a lot of medical emergencies here.

KERRY BALES

 Donations if we can get them. The base operational costs would be from AHS. 24/7 with flex care, tending to medical needs on site and see if growth happens.

MARLA ZAPACH

When do we get to hear from you again?

SCOTT

We need more discussions on what it will look like.

KERRY BALES

What I propose is to connect every couple of weeks. This option is the most realistic in the short term. To implement the change ASAP.

LYLE MCKELLAR

We would continue to bring in volunteers for the peak times (long weekends)

**ADJOURNMENT: LYLE MCKELLAR  
16:20 P.M.**

July 21, 2014

To: Kerry Bales, AHS Chief Zone Officer,

Cc: Lyle McKellar, AHS Executive Director EMS Operations, Scott Holsworth, Director EMS Operations, Theresa Laing, Clearwater County Councillor, Wayne Carpenter, President, Nordegg Community Association, Ted Hickey, Community and Protective Services Manager

Thank you for meeting with the Nordegg Community Association on July 18, 2014 to address the community's concern regarding accessibility to health care in the David Thompson Corridor and we thank you for your open discussion and willingness to find a solution to the unique problems our community faces.

We are looking forward to continuing these discussions and to begin outlining how together we can best support our shared goals of timely, appropriate and accessible health care for the local and aboriginal community, visitors, businesses and industry within this region of Clearwater County, Alberta.

The Community Association agrees with AHS that the Nordegg Public Services Building is a strategic location for AHS to provide access to health care and utilization of the ambulance and facility that already exist. We also accept your offer to supply and administer paid resources as an immediate solution for the high risk to public safety that currently exists without readily accessible emergency medical response services. This immediate solution of staffed EMS will ensure a reasonable response time for the 1,600 full time population and emergency preparedness for the additional 6,000 (+) surge visitor population.

The Community is confident that transparent and regular service reviews will support the following expected outcomes that identify and corroborate our discussion of the need and benefit for Advanced Life Support 24/7, 365 days/year namely:

- Decreasing EMS response times by thirty (30) minutes 90 % of time;
- Increasing funding through revenue generation from service utilization;
- Decreasing unsafe and long distance public self-transport to Health Centers;
- Improving utilization of appropriate emergency services and ER usage;
- Decreasing injury by early assessment and treatment;
- Increasing finances through partnership and donation;
- Improving public image and restore Albertan resident's confidence in AHS.

Although the implementation of a sustainable community clinic will require planning and funding, the Nordegg Community Association is looking forward to working together with AHS, Clearwater County and supportive stakeholders to unify our efforts and fulfill the long standing Nordegg development plan and to be the very best performing health system in Canada.

Again, thank you for your willingness to meet and to seek a solution that addresses the community's needs and that is inclusive in design. We look forward to further discussions and stand ready to assist where needed.

Yours truly,

Jane Drummond, Director – Ambulance Response Workgroup  
Nordegg Community Association





July 29, 2014

Mr. Kerry Bales, Senior Vice-President  
Bag 5030  
Red Deer, AB T4N 6R2

Mr. Lyle McKellar, Executive Director  
Bag 5030  
Red Deer, AB T4N 6R2

Mr. Bales and Mr. McKellar,

**Re: July 18, 2014 – Nordegg, AB Meeting to Discuss Access to Health Care / Ground Ambulance**

I am aware of the joint meeting held on July 18, 2014 that included Alberta Health Services (AHS) representatives, Nordegg Community Association members, and representatives from Clearwater County. I extend my thanks for your attendance, time and attention to begin solutions based dialogue to address the regional needs of timely access to health care. As you are aware, Clearwater County Council has expressed concern regarding the timely access to health care services for Albertans within the Hamlet of Nordegg and area for several years and we remain optimistic that Alberta Health Services will achieve a sustainable and reliable solution to effectively address our concern and the concerns of area residents.

When considering the area's'/region's total resident population within Clearwater County, our First Nations and nearby provincial/federal and municipal neighbors, economic activities occurring within the region and existing transportation corridors - a real and rationale need for timely access to health care services is very evident. We encourage AHS to remain focused upon achieving their most important goal - that of ensuring a sustained and timely access to health care presence in the Nordegg region.

As an expression of our willingness to seek out collaborative partnerships, Clearwater County has committed substantial capital resources to help facilitate a sustained and timely access to health care presence in the area with the construction of the Public Safety Services Building. It is my opinion that continued discussions and actions focused towards achieving real sustainable solutions that are moving forward in a positive and timely manner can effectively resolve many of the issues present at this time and into the future. Clearwater County offers to actively continue to participate in future collaboration, consultation, discussions and dialogue in exploring all potential avenues to address this access to health services deficit in the Nordegg region.



I look forward to the solutions and successes to be realized and would appreciate an ongoing AHS commitment to include Clearwater County's participation into the future. If I can be of further assistance, please contact me and/or Mr. Ron Leaf, Chief Administrative Officer.

Sincerely,

Pat Alexander, Reeve  
Clearwater County

C: Jane Drummond  
Teresa Laing



## Agenda Item

<b>Project: Information Item Correspondence – Mr. Don Anderson</b>	
<b>Presentation Date: August 12, 2014</b>	
<b>Department: CPS</b>	<b>Author: Ted Hickey</b>
<b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
<b>Strategic Area: 3. Quality of Life – To maintain and develop sustainable services, facilities and programs that encourages and supports a safe, healthy, active and vibrant community.</b>	<b>Goal:</b>
<b>Legislative Direction:</b> <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) Alberta Health Act Emergency Health Services Act Emergency Health Services (Interim) Regulation Licensing and Ambulance Maintenance Regulation Staff, Vehicle and Equipment Regulation  <input type="checkbox"/> County Bylaw or Policy (cite) _____	
<b>Recommendation: That Council accepts Mr. Anderson’s letter as information and recommends review and follow-up by Communications Coordinator.</b>	
<b>Attachments List:</b> <ul style="list-style-type: none"> <li>• <b>Mr. Don Anderson Letter - July 17, 2014</b></li> </ul>	

**Background:**

The attached correspondence offers suggestions regarding posts on Clearwater County’s public website.

Copy: Ted & Christine  
Sent Aug 12 mtg

E2

5616 54A Avenue,  
Rocky Mountain House,  
Alberta, T4T 1H6



July 17, 2014

Clearwater County ,  
Box 550  
Rocky Mountain House,  
Alberta, T4T 1A4

Attention: Reeve and Councillors

Subject: Education Programs and Enforcement Initiatives

Dear Reeve and Councillors;

You folks should take a huge bow for the efforts you have made to educate visitors to Clearwater County. Programs such as Sasquatch Welcome to Our Backyard Campaign, Safe Camping areas and the like have helped educate visitors. Unlike other East Slope Municipalities, Clearwater County not only talks about doing thing, they actually do them.

Further, you have provided funding and people to educate those that will not be reached through normal methods. The cooperative efforts between yourselves and other enforcement agencies do a wonderful job of trying to “keep the lid on” during the summer season.

The announcement in the local paper dealing with fireworks is a very positive step. Our acreage has been bombed several times by spent fireworks that I’m positive will someday result in a fire.

However, as much as I like the programs, they are “by in large” hidden from the public with exception of the Sasquatch program.

Announcements in our local paper may result in less than 5,000 people reading the notice whereas your target audience is >2,000,000 people. For that reason, I would suggest your web site is or could be a fine resource to encapsulate all the programs and spread the word more widely. This would allow “one stop shopping” for the information where the programs are outlined clearly for our visitors. Further, Corporal Howse wrote an article for the Mountaineer which details the law as regards to OHV use. This could and should be part of the information package. In addition, linkages to ERSD announcements like trail/road closures, fire bans, public safety announcements and the like should be part of the package.

Over the past year, I’ve attempted to educate quad riders by posting successful prosecutions of quad infractions to the largest outdoor site in Alberta. Some of the infractions were the result of ignorance. With today’s progressively complex rules for behavior, people don’t know and really can’t find out the rules for the areas they visit. A one stop shop could function as a large part of their education.

In closing, my wife and I appreciate your efforts.

Regards,

A handwritten signature in blue ink, appearing to read "Don Andersen". The signature is fluid and cursive, with a long horizontal stroke at the end.

Don Andersen



## Agenda Item

<b>Project: Delegation – Library Advocacy Committee – Mona Crocker &amp; Mike Day</b>	
<b>Presentation Date: August 12, 2014</b>	
<b>Department: Municipal</b>	<b>Author: Tracy Haight</b>
<b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
<b>Strategic Area:</b>	<b>Goal:</b>
<b>Legislative Direction:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
<b>Recommendation: That Council accepts the information as presented.</b>	
<b>Attachments List: Library Statistics</b>	

### Background:

Mona Crocker and Mike Day, representatives from the Library Advocacy Committee, will provide Council with an update on Rocky Mountain House Public Library activities and the relevance of the library in our community.

They also wish to thank Council for their past and continued support.



# at a glance...

## LIBRARIES...

- Provide access
- Provide training
- Provide a safe environment
- Build on your motivation to learn

## SATISFACTION



## WORKSTATIONS

21,167 hours of computer use  
 17,700 workstation sessions  
 Percentage of time workstations in use: 42.33%



## USAGE



Print materials borrowed: **77,574**



Online/electronic resources borrowed: **688**



Online reference encounters: **126**

## VISITATIONS



Annual Visits: **94,300**



Visits to Library Website: **32,157**



Total Members: **3,762**

“Excellent library-welcoming, good selection, friendly staff!”

“Interlibrary loan is outstanding! I really appreciate your evening openings, love your art exhibits.”

“I use your wireless services for my university research so I see and am part of a variety of people every time I come!”

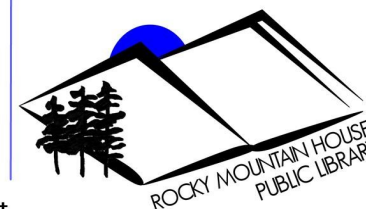
## SERVICES



## PROGRAMS

375 programs run with 4,438 people attending, including:

- Showcase Cinema
- Armchair Traveller
- Time for Twos
- Lunch Bag Speaker
- Ready Readers
- and much more...





## Agenda Item

<b>Project: 2014 AUMA Convention Invitation</b>	
<b>Presentation Date: August 12, 2014</b>	
<b>Department:</b>	<b>Author: Tracy Haight</b>
<b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
<b>Strategic Area:</b>	<b>Goal:</b>
<b>Legislative Direction:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
<b>Recommendation: That Council provide direction regarding councillor (s) attendance at the 2014 AUMA Convention.</b>	
<b>Attachments List: AUMA 2014 Convention Brochure</b>	

### Background:

The Town of Rocky Mountain House Council has extended an invitation to one member of Clearwater County Council to attend the Alberta Urban Municipalities Association (AUMA) 2014 Convention on September 24 – 26, 2014 in Edmonton.

In the past, Council selected one councillor to attend as the Town's guest, as well as an additional councillor to attend as a delegate from Clearwater County. Reeve Alexander and Councillor Maki attended last year's convention; Councillor Duncan attended in 2012; and Councillors Graham and Vandermeer attended in 2011.

Staff requests direction on councillor (s) attendance in order to finalize registrations.





# AUMA CONVENTION AMSC TRADE SHOW

# 2014

September 24-26 Edmonton  
Shaw Conference Centre

## Making All Matters Local



WE ARE  
economies  
OF SCALE

WE ARE THE  
support  
YOU NEED

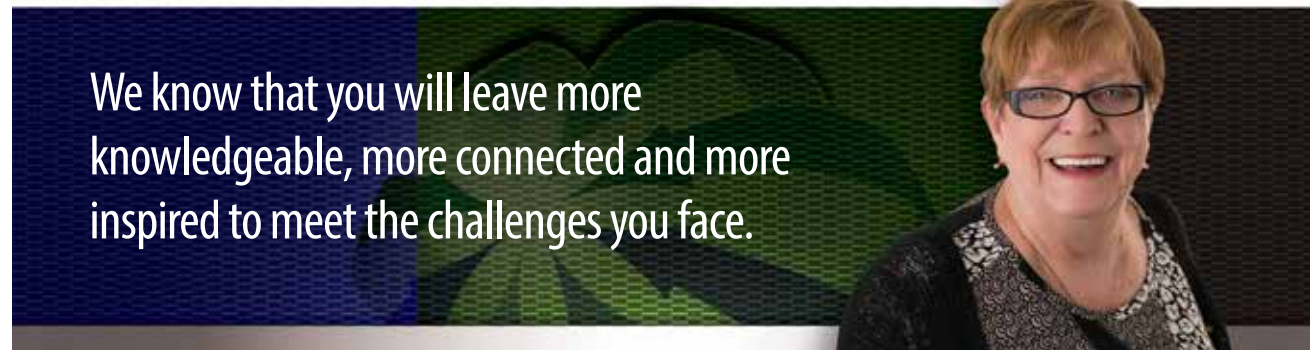
WE ARE THE  
experts  
IN MUNICIPALITIES

WE ARE YOUR  
advocate

# Chair's Message

## Plan to join us at the 2014 AUMA Convention and AMSC Trade Show.

Hello to all of my colleagues in municipal government. It's hard to believe, but it's that time already—time to register for this year's convention. Just nine short months ago we were catching our breath after a successful election campaign, anxious to tackle the challenges facing both our communities and the very foundation of municipal government in Alberta.



These past months presented newly elected officials with a steep learning curve and pushed all community leaders to stand up for local matters. That makes the theme for this year's convention—Making All Matters Local—even more relevant as we in municipal government continue to deal with real issues that affect real people every day; and we understand that no matter where they begin, they end at home with people in our communities.

AUMA has worked hard over the course of the last 109 years to be the experts in municipalities, creating a framework to identify the issues, understand the challenges, navigate the landscape, develop the relationships and create a foundation for effectively supporting our members. The results of those efforts are reflected in the events and activities at our annual convention and trade show.

The convention committee has put together an itinerary that offers something for everyone; with the anticipation that you will leave more knowledgeable, more connected and more inspired to meet the challenges you face.

Take some time to review and consider attending the Pre-Convention Sessions which are intended to elevate the effectiveness of community leaders; the Annual General Meeting and Committee Reports which provide an update as to the progress of key initiatives, and the various Education Sessions which offer convention delegates an opportunity to strengthen various aspects of community leadership. Government Day will prove to be quite interesting this year as we will have a newly minted Premier of Alberta by convention and quite possibly a new cabinet.

Plan to make the most of convention—listen, learn, share and vote—committing to make your mark in municipal government. The value that our annual convention and trade show offers is second to none and I look forward to seeing you there.

A handwritten signature in black ink, appearing to read "Helen Rice".

Sincerely,  
Helen Rice,  
AUMA President, Convention Chair

# 2014 Program

## Monday, September 22

10:00 am – 5:00 pm Elected Officials Education Program Sessions<sup>†</sup>

## Tuesday, September 23

7:00 am – 5:30 pm Registration  
9:00 am – 4:00 pm Pre-Convention Sessions<sup>†</sup>

## Wednesday, September 24

7:00 am – 4:00 pm Registration  
7:00 am – 8:00 am Hot Buffet Breakfast  
8:00 am – 8:30 am Morning Announcements  
8:30 am – 9:45 am Board & Committee Reports  
10:00 am – 11:30 am CAO/CFO Session  
10:15 am – 11:30 am Board & Committee Reports  
11:30 am – 12:30 pm Lunch  
12:30 pm – 1:30 pm Opening Ceremonies & Keynote  
1:30 pm – 2:00 pm AUMA Annual General Meeting  
2:00 pm – 3:00 pm Municipal Government Act Session  
3:00 pm – 4:00 pm Resolutions  
3:00 pm – 5:30 pm Trade Show Dessert Reception  
4:15 pm – 5:00 pm Supplementary Sessions  
5:00 pm – 7:00 pm Municipal Affairs Reception  
After 6 pm Sponsor's Networking Evening

## Thursday, September 25

7:00 am – 4:00 pm Registration  
7:00 am – 7:30 am Government of Alberta Hot Buffet Breakfast  
7:30 am – 7:35 am Announcements  
7:40 am – 8:15 am Municipal Excellence Awards  
8:30 am – 9:30 am Dialogue with Ministers  
9:45 am – 10:45 am Dialogue with Ministers  
10:00 am – 2:00 pm Trade Show Opening  
11:00 am – 11:30 am Premier's Address  
11:30 am – 1:30 pm Trade Show Luncheon including Prize Draws  
1:45 pm – 2:45 pm Education Sessions  
3:00 pm – 4:00 pm Education Sessions  
7:30 pm – 9:30 pm City of Edmonton Reception\*

## Friday, September 26

7:00 am – 12:00 pm Registration  
7:00 am – 8:00 am Hot Buffet Breakfast  
7:55 am – 8:00 am Priorities Survey & Announcements  
8:00 am – 8:45 am Opposition Parties  
8:45 am – 9:00 am FCM President  
9:00 am – 10:00 am Election of President and Directors  
10:00 am – 10:30 am Resolutions  
10:30 am – 11:00 am Election of Vice President(s)  
11:00 am – 11:25 am Federal Update  
11:25 am – 11:50 am Minister of Municipal Affairs  
11:50 am Closing

\*City of Edmonton Reception tickets are sold separately.

<sup>†</sup>The Elected Officials Education Program and Pre-Convention sessions are available at a separate cost, see page 5 for details.



### As a registered delegate, you...

- provide important input into building and improving the framework for the municipal order of government in Alberta.
- learn about the obligations of an elected official.
- set the priorities for AUMA for the coming year.
- have an opportunity to network with Alberta's municipal leaders.
- address key issues directly in the Dialogue with Ministers sessions.
- are inspired by Opening Ceremonies featuring top keynote speaker Frank O'Dea.
- participate in your choice of timely education sessions to help you address the latest key challenges facing municipalities.
- network with key service providers addressing municipal challenges at the AMSC Trade Show, network with colleagues and enjoy the dessert reception Wednesday afternoon and lunch with exhibitors Thursday.
- choose who will represent your municipality on the AUMA Board.
- appreciate convenient shuttle service with Edmonton Transit to and from Convention hotels.

Making All Matters Local

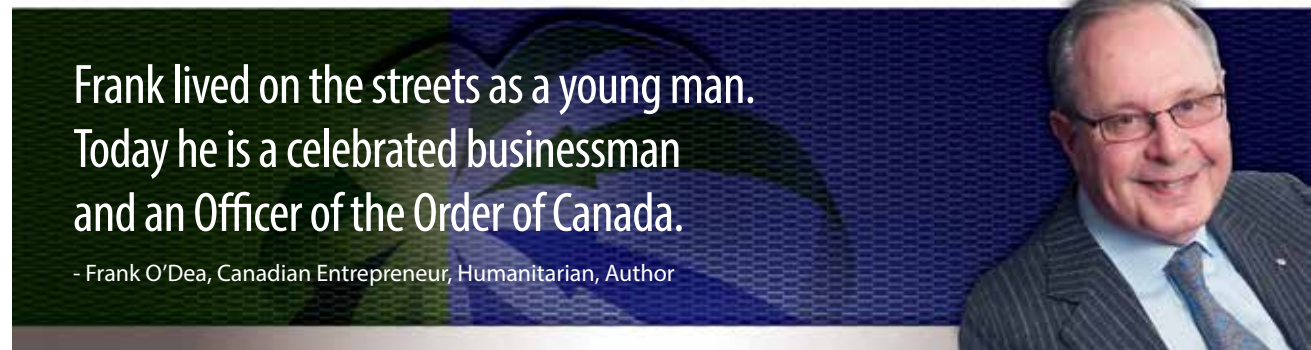


# Keynote Speaker

## Frank O'Dea: Canadian Entrepreneur, Humanitarian, Author

As a young man, Frank O'Dea was homeless—living on the streets, panhandling for nickels and dimes. Today, he is a celebrated businessman and an Officer of the Order of Canada.

At 30, he and a partner opened the first Second Cup café. After growing that business to 150 locations across Canada and the United States, he sold his interests and pioneered the industry of on-site document shredding with Proshred Security.



His life of service began by sitting on boards of directors for charities and not-for-profit organizations. This led to his co-founding Street Kids International, an organization created to help homeless children in third world countries. Soon after, he became the founding Chair of War Child (Canada), an organization that fights against suffering and abuse for children in war affected countries; and co-founded the Canadian Landmine Foundation, an organization that raises funds and awareness for the dismantling of minefields around the world. Today, O'Dea sits on the board of the Canadian Institute for Advanced Research; and as founding Chair of AGSI Global, developing affordable housing in Sao Paulo, Brazil and Thompson, Manitoba.

## MGA Session

Wednesday, September 24 2:00 - 3:00 PM

### Modernizing the Alberta Municipal Government Act

Attend this special session for a status update on the modernization of the MGA.

Subsequent to the historic multi-stakeholder meeting at AUMA's President's Summit on the MGA and submissions of stakeholder input, including one from AUMA to the province in the spring, everyone is awaiting the response from Municipal Affairs.

The Act will address:

- Alberta's municipal infrastructure and services deficit
- Revenue requirements to maintain infrastructure and services **and** meet demands of growth
- Effective governance at the municipal order of government
- Productive and collaborative relationships

It's time for bold leadership and innovative changes...

"We have been preparing for this opportunity for many years, through studies, Minister's Reports, working groups—the list goes on. The problems are known. The solutions are clear.

It's time for bold leadership and innovative changes—the kind that will ensure the economic, social and environmental wellbeing of our communities."

- Helen Rice  
President AUMA.

# Elected Officials Education Program

**Monday, September 22 10:00 AM - 5:00 PM**  
*Separate cost of \$340*

## Messaging for success: communications and media relations

Everyone communicates. Not everyone communicates effectively. As an elected official, your success depends on the ability to communicate with a wide variety of stakeholders. What does it mean to communicate effectively? How can I become comfortable speaking in public? Why is it important to develop a strategy for communicating with the media? Communication is often taken for granted, but even the best ideas can be misunderstood and overlooked if not communicated properly.

## Municipal leadership

What skills and qualities make for a strong leader? This course focuses on various aspects of leadership, including: creating a vision, setting priorities, seeking solutions, enabling others to act, and managing change. The goal of this course is to encourage elected officials to understand their leadership style and how it affects decision-making, delegation of responsibility and collaboration with members of council and the public. Participants will learn about personal leadership growth strategies.

**EOEP**  
 ELECTED OFFICIALS  
 Education Program

These sessions are offered as part of the Elected Officials Education Program.

Visit them at the AMSC Trade Show for more details on the program.



# Pre-Convention Sessions

**Tuesday, September 23 9:00 AM - 4:00 PM**  
*Separate cost of \$365*

## The legal perspective: issues of interest to municipalities

The lawyers of Reynolds Mirth Richards & Farmer LLP will offer a session that covers both Planning & Development and Human Resources issues of interest to municipalities. Recent court decisions impacting planning and development decisions commonly made by municipalities will be discussed. The human resources portion will explore several topics including bring your own device policies, privacy and human rights issues. If time permits, RMRF will also undertake a review of the new Canadian Anti-Spam Legislation implemented on July 1, 2014.

## Drawing from experience: comprehensive emergency planning

When disaster strikes, it is the local government that leads the initial response in their communities. Are you prepared for any situation? Attend this session to become more informed about what is needed to create a comprehensive emergency plan for your community. You will have the opportunity to explore and discuss various elements including: risk assessment, mitigation, preparedness, planning, response and recovery. Participants will learn first-hand from a panel of experts and fellow municipal colleagues about their experience.

Making All Matters Local





# Committee Reports

**Wednesday, September 24 8:30 - 9:45 AM**

## **Infrastructure and Energy Standing Committee Operationalizing Asset Management**

Municipalities are constantly challenged to meet the increasing needs of their communities with limited resources. These challenges, while amplified by high growth and aging infrastructure, can be effectively addressed when decision makers adopt sound asset management practices. The key benefits of which are realized through the prioritization of demands and allocation of resources. In this session, municipal leaders from Alberta and beyond will share their experiences and insights relating to the importance of effective asset management. Attendees will learn how to integrate asset management principles into both capital planning and service delivery activities, and to proactively utilize information about insured infrastructure.

## **Sustainability and Environment Standing Committee A tale of two municipalities: challenges and opportunities in brownfield redevelopment**

Alberta municipalities across the province are home to hundreds of brownfield sites - derelict properties where past actions have resulted in actual or perceived contamination. These properties detract from investment, blight our landscapes, and prevent economic and social development. Sit in on this session to learn about the primary barriers to brownfield redevelopment and possible approaches Alberta communities can take to return these sites back to productive use. Leaders from Alberta and British Columbia municipalities will share lessons learned and success stories.

## **Women in Municipal Government Committee Mastering the art of juggling: tips for balancing work and home responsibilities**

Municipal leaders have to manage complex schedules and often, stressful situations. That poses a challenge for maintaining a healthy balance between work and personal life. Guest speaker Ariel Haubrich, a Certified Professional Counsellor, will share her insights on time and stress management and achieving overall wellness. Participants will also pick up some tips from their peers about surviving and thriving in such a demanding role. This session is not gender specific; open to all delegates who are interested in learning how to juggle!

## **AMSC Board of Governors / MUNIX Boards of Directors Member services meeting the needs of municipalities**

The AMSC Board of Governors provides guidance, direction and oversight to a diverse portfolio of services. As such, members derive benefit from aggregated pricing for various service programs including: Energy, Risk Management, Insurance, Employee Benefits, Retirement Services, Consulting and Investments. Join us for a brief overview of the progress of the AMSC Board, MUNIX Board and AGM.

## **APEX Board of Directors Defined benefit plan performance and trends**

The APEX Board of Directors was established to provide oversight and direction for the APEX Defined Benefit Plan and has now expanded its oversight to include all retirement service plans. The Board is comprised of industry experts and is chaired by a member of the AUMA Board of Directors. Attend this session to find out how well the plan has done and the work of the Board in the past year.

# Committee Reports

**Wednesday, September 24 10:15 - 11:30 AM**

## **Safe and Healthy Communities Standing Committee Seniors' housing: challenges, issues and possible solutions**

It is well documented that between 2016 and 2031, the fastest growing segment of the Canadian population will be that of people ages 65 and above - seniors. This significant demographic shift will trigger a number of challenges for municipalities as they endeavour to provide housing and supports to seniors that allow people to maintain their independence and consider both personal and societal sustainability. In this session, attendees will learn from experts in seniors' care about various housing options, supports and creative solutions.

## **Municipal Governance Standing Committee Regionalization: what it holds for the future of municipal governance**

The concept of regionalization is being raised more frequently by municipal leaders as they explore viable approaches to achieving municipal sustainability. However, the issue remains contentious and the impacts of regionalization are often hotly debated. Approaches vary along a continuum from inter-municipal cooperation and cost-sharing agreements to regional governance and amalgamation. This presentation will explore the range of challenges and opportunities related to regionalization and will provide members with information on how this trend could best be utilized to benefit their respective municipalities.

## **Small Communities Committee Fostering inter-municipal cooperation**

In this session, delegates will learn first-hand from their peers about the ways in which small communities can forge successful relationships with municipal partners and community leaders. Inter-municipal cooperation is considered a cornerstone of success in smaller communities. Elected officials from selected communities engaging in co-operative relationships will share their experiences - offering guidance and encouragement to municipal leaders seeking to benefit from opportunities for cooperation. Representatives from Municipal Affairs will also share resources relating to supporting inter-municipal cooperation.

## **Audit and Finance Committee Financial performance: AUMA strategies and results**

AUMA adheres to a thorough and stringent process in managing its own finances and those of its wholly-owned subsidiary, the Alberta Municipal Services Corporation. In this session, the Audit & Finance Committee will deliver a review of the financial statements and present its approach to investment. AUMA's CFO will provide an overview, to ensure that members are well versed in how membership dues are managed and how they provide a financial foundation to deliver effective advocacy and valued services.

## **Executive Committee**

AUMA's Executive Committee is a catalyst for change across Alberta's municipal landscape. Responsible for driving both provincial and federal advocacy initiatives, the Executive Committee represents Alberta's communities on a wide array of issues. In this session, members will become more knowledgeable about the activities on both the provincial and federal fronts, reviewing the status of initiatives undertaken over the course of the past year as well as those ahead.



# Supplementary Sessions

**Wednesday, September 24 4:15 - 5:00 PM**

## **Persons with Disabilities: An untapped labour pool**

People with disabilities offer public sector employers access to a significant and largely untapped pool of talent. This group represents many disciplines and skills often required by the local ecosystem. In this interactive session, participants will examine the issues, challenges, solutions and benefits to hiring and accommodating persons with disabilities in the public workplace. Everyone will gain a better understanding of the business case for employing those with disabilities, and what actions can be taken by their organizations to improve workplace accessibility.

## **Alberta Recreation and Parks Association**

Alberta Recreation and Parks Association recently introduced a new program, the Excellence Series, to help municipalities make better decisions and improve the quality of their recreation and parks in their community. Online services include: RecMetrics, RecFocus, RecExcel and Yardstick; providing councils and administrators with information and processes to effectively manage one of their largest budget areas. Users can compare their performance against other municipalities and sector standards, communicate more effectively with citizens, and community leaders. Attend this session and discover how easy and cost-effective it is to achieve greater certainty and results for your community!

## **Combined Heat and Power**

Combined Heat and Power (CHP) refers to the dual use of an engine to generate electricity as well as heat. Fuelled by clean and affordable natural gas, CHP units are more efficient than conventional power plants, produce less emissions and offer reliability to the end user. In this session hosted by former Alberta Minister of Municipal Affairs, Rob Renner, attendees will learn about CHP and its environmental, economic and resilience-related benefits. Hear case studies of commercial installations, presented by Dan Cloutier, president of Power Ecosystems and receive information outlining a program funded by the Climate Change and Emissions Management Corporation.

## **Federation of Canadian Municipalities**

### **Federal Election 2015: Amplifying the Municipal Message**

The next federal election provides the municipal sector with a significant opportunity to elevate local issues within the national agenda. The FCM is working with municipal elected officials across the country to achieve success. AUMA members - you know your communities, you understand the issues, and importantly, you know how to get things done. Attend the FCM Election Readiness Workshop to be a part of and help shape our federal election strategy. Learn about the Hometown Champions project and find out how you can get involved. With your help, we'll ensure that local issues will be front and centre in Election 2015.

## **CAO/CFO Session**

**Wednesday, September 24 10:00 - 11:30 AM**

The role of a Chief Officer in the municipal arena is a complex one, providing a balance between the direction of council and the needs of the community. Effective local leadership requires an appreciation for the context within which decisions are made and how stakeholders are engaged through those decisions. While good governance practice is an expectation at all levels of government, municipal administrators are regarded as key enablers of impact for a wide array of citizens. In this session, participants will gain an enhanced understanding of the main modalities that enable governance effectiveness in public roles.



## Government Day

### Thursday, September 25



Government Day offers delegates a chance to hear, first-hand, the perspectives of the Premier, the Minister of Municipal Affairs and various Cabinet Ministers.

Due to the PC Leadership vote taking place Sept 6, we will have a new Premier by convention, and quite possibly, a new cabinet. This will make your presence even more vital.

The first Dialogue with Ministers session is 8:30 am and the second will follow at 9:45 am.

Provincial ministers will respond to delegate questions and outline their plans for supporting the communities in which Albertans choose to live, work and raise their families.

## Education Sessions

**Thursday, September 25 1:45 - 2:45 PM**

### **Dedicated Public Safety Broadband**

Public safety in Canada is threatened by the inability of personnel to have reliable access to multi-media information and communicate readily with one another as the situation demands it. Communication issues had a major effect on first responders during the last three major emergencies in Alberta: Lake Wabamun Derailment, Slave Lake Fire, and the Southern Alberta floods. Join this session to get an update on the provincial and federal positions on spectrum dedicated to all emergency response personnel and the role AUMA serves in the process.

### **A new model for Municipal Governance: Amalgamation and Regionalization**

Municipalities are challenged to develop and implement new approaches to regional cooperation, including frameworks for intermunicipal cost and revenue sharing, land use planning and dispute resolution. This session relates directly to a resolution that will be debated at convention and is a continuation of the dialogue pertaining to the modernization of the MGA. Delegates are invited to participate in the discussion where a panel of Alberta's municipal leaders from centres of varying sizes will share their experiences and insights.

### **Extended Session: High River - a case study in recovery and resiliency** **1:45 - 4:00 PM**

The floods of 2013 affected many Alberta communities. The impact was more significant in some areas than others and the resources available to address the aftermath were more abundant in some than in others as well. One year later, across the affected areas, the effects of the flood remain. In this convention session, participants will learn first-hand from the experiences of the Town of High River. As seen through the lens of a small-town municipal government, convention delegates will gain important insight into the details contributing to successful pre and post disaster planning, preparation and implementation.



# Education Sessions

**Thursday, September 25 1:45 - 2:45 PM**

## CAO Performance Evaluations: the role of council

The MGA section 205.1 mandates that a council must provide the chief administrative officer with an annual written performance evaluation. However, it doesn't offer specifics as to what should be included or how to conduct the evaluation. Gord Syme of Conroy Ross Partners will provide participants with information on the role of council, best practices, a suggested format of the evaluation and an annual cycle to follow to ensure it is valuable to both Council and the CAO.

## Collision Reporting Centres: Reducing police administrative burden

Collision Reporting Centres (CRCs) have helped municipal police provide superior service to their residents and reduce administrative costs. In Lethbridge, the CRC has resulted in an estimated time savings of 4,600 police hours and nearly 2,000 administrative hours each year. Additionally, municipalities can access and analyze road safety data compiled through the reporting mechanism (e.g. road surface conditions, time of collision incidents, nature of collision). Panel speakers will share their experiences with CRCs and discuss the benefits to municipalities.

## “The Client, the Coach and the Wardrobe” Coaching to achieve more meaningful conversations

Leaders in public office have to inspire, persuade and influence others through their communication with peers, colleagues and members of the public. David Ramsey, an accredited executive coach, will lead an interactive session that looks at the concept of coaching and why it is one of the top leadership tools used today. Participants will explore case study examples and receive effective tools to be able to incorporate certain aspects of coaching to improve communications, solve problems and help people move forward.

### What members have said about convention

*“I always take the early sessions. If it's your first convention or if you've been on council for 20 years you always walk away with new information – these people are full of answers.”*

- Vanessa Van Der Meer,  
Mayor, Village of Linden  
(2nd term, 4th convention)

*“You recognize that government and administration are on the same team trying to hit the same targets based on council's list of priorities and it is administration's job to deliver that plan.”*

- CAO Jody Quickstad,  
Town Manager, Town of Vegreville

## City of Edmonton Reception

**Thursday, September 25 7:30 - 9:30 PM**

*This is a ticketed event.*

### City Hall, 1 Sir Winston Churchill Square

Please join Edmonton City Council and the members of the Coalition of Civic Unions for refreshments, great conversation and door prizes. You will have an opportunity to enjoy young local musical talent while touring City Hall and networking with colleagues.

Tickets: \$15.00 per person

All tickets must be purchased in advance. No tickets will be available at the door.

# Education Sessions

**Thursday, September 25 3:00 - 4:00 PM**

## Effective Media Communications

The media can be an effective tool for municipalities that need and want to communicate with their residents. The intent is to develop a positive working relationship with media - informing them, getting them onside and engaging them in the overall communications process. A well thought out and executed framework that defines clear goals, roles and responsibilities for council and administration as well as concise and consistent messaging can generate tangible results. Session participants will come away with an appreciation for the importance and value of media relations.

## The Power of Storytelling: How to impassion your audience

Join Anne Tomsic, Chief Storyteller and communications expert, for an engaging discussion about the benefits of incorporating the art of storytelling into your municipality's communications mix. You will learn how to: differentiate your message; educate and inform in a memorable, shareable way; use effective storytelling techniques for oral presentations, video and social media; be authentic—providing value: the keys to good storytelling that goes viral; choose the right story to tell; leverage the same story across different mediums.

## Energized for Excellence

In today's fast-paced and competitive work environment it's important to stand out and make an impact for yourself and those you serve...while staying healthy and motivated along the way. It's clear that abundant energy is at the core of excellence in work and in life. Without it your enthusiasm and output will be poor, and with more of it your passion and productivity will soar! Join Health and Productivity Expert Michelle Cederberg in looking at health and productivity in a more profound way.

## Generating New Revenue Channels

Are you seeking to generate additional revenues outside of property taxes and user fees? Have you considered corporate sponsorship? Perhaps you are not sure where to start the process. What is the upside...the downside? In this interactive session, representatives from Alberta municipalities will share their experiences in securing sponsorship dollars. A leading municipal sponsorship consulting agency will offer some guidance for small towns and metro centres, drawing on case studies, research and facts.

## Local Government Administration Association: Administrative Briefings

This session will explore the options councils have in the settings where they will conduct business. When should and shouldn't an item be addressed in camera? What makes a gathering of council a public meeting?

### What members have said about convention

*"I like our time together as councillors. When you come together at convention there's a different kind of bonding that takes place. You also receive information from different people across the province, broadening our perspective."*

- Judy Kokotilo-Bekkerus, Councillor,  
Town of Beaverlodge  
(3rd term, 7th convention)

*"It's been a great opportunity to build some new relationships and connect with other officials. The Keynote was Fantastic!"*

- Glen Finstad, Councillor,  
City of Leduc  
(2nd term, 4th convention)

*"When you are a small municipality it is hard to get your voice heard. I like the direction AUMA is going. They are focussing on the right issues - issues that concern municipalities of every size."*

- Shelley Ross, Deputy Mayor,  
Town of Bruderheim  
(4th term, 8th convention)

*"The courses – they were great. I loved the Laughing Matters session – I am going to take the Ultimate Rock-Paper-Scissors concept to our local junior high school."*

- Vanessa Van der Meer,  
Councillor, Village of Linden



# New to Convention?

Every year, the AUMA Convention and AMSC Trade Show is packed with opportunities to learn new skills, to connect with people, and to become better informed about the issues facing Alberta municipalities. This year is no exception and to help you get the most from your convention experience, we have some tips:

## What does my registration fee include?

- admission to the AGM and Opening Ceremonies, including the Keynote Address, all committee reports, education and supplemental sessions. You may also attend and participate in the Resolution Sessions (depending on your membership status), Dialogue with the Ministers, and general addresses delivered by the Premier, the Minister of Municipal Affairs and Opposition Party Leaders
- trade show viewing, dessert reception and lunch
- shuttle service to and from host hotels
- full buffet breakfast and lunch Wednesday and Thursday, breakfast and lunch-to-go Friday
- refreshment breaks
- connect with provincial cabinet ministers and network with other municipal leaders.

## Where do I register?

Register online at [auma.ca](http://auma.ca).

When you arrive at the Shaw Conference Centre, proceed to the Assembly Level where the registration desk will be located. The registration desk is where you get your convention package (including your name tag, voting information, CLiKAPAD, pre-purchased event tickets, and Partners' Program packages). Your nametag is your admission to the sessions and meals, so it is a must-wear item during convention.

Each registered delegate will also receive a convention handbook. This handbook is an invaluable resource containing transportation information, facility floor plans, session details, resolutions, and day-to-day agendas.

## How do I vote on resolutions and for the 2014-15 Board of Directors?

With your CLiKAPAD of course!

Make your vote count. Be sure to attend the resolutions session on Wednesday, Sept 24 at 3:00 PM and Friday, Sept 26 at 10:00 AM in Hall A.

A copy of the resolutions book will be included in your convention package.

AUMA Board elections take place **Friday, Sept 26**. Nominations must be received at the AUMA office by email to [ReturningOfficer@auma.ca](mailto:ReturningOfficer@auma.ca) no later than **4:30 p.m. Thursday, Sept 11**.

Election times:

- President: 9:00 am
- Directors: immediately following President election
- Vice-Presidents: approx 10:30 am

Cast your vote using the CLiKAPAD handheld voting device.



# New to Convention?

## What is a CLiKAPAD?

Delegates with voting privileges receive a CLiKAPAD with their registration packages. Be sure to keep it with you, as this device is used for voting purposes during the resolutions session, elections and setting priority for 2015 initiatives. It is very important that the CLiKAPAD is returned to AUMA before you leave the convention. If you do forget to hand it in, if you leave it in your hotel room or take it with you, AUMA will not be contacting you to ensure its safe return. Rather, you will be charged \$300. So don't forget!

## Tell me about the meals

Wednesday morning starts out with a full buffet breakfast and lunch outside of Hall A. Later in the day, the Sun Life Dessert Reception will be hosted in the AMSC Trade Show in Halls B/C. Join us for the Government of Alberta Breakfast Thursday, and then in Halls B/C for the AMSC Trade Show lunch. Friday brings you a full buffet breakfast and lunch-to-go to get you on your way home.

## What is the deal with resolutions?

At this year's convention, a number of policy papers and resolutions have been tabled for debate and member voting. Resolutions sessions will be held on Wednesday, Sept 24 starting at approximately 3:00 pm and Friday, Sept 26 at 10:00 am. Resolutions were to be submitted to AUMA by May 31 and will be provided in your convention handbook (provided onsite when you register). Only voting delegates will receive a CLiKAPAD electronic device and will be able to vote.

## What about the AGM?

The Annual General Meeting will be held Wednesday, Sept 24. Elected officials can vote during the AGM.

## What can I find at the trade show?

The AMSC Trade Show is held Wednesday, Sept 24 and Thursday, Sept 25 in conjunction with the annual convention. The trade show takes place in Halls B/C. There will be more than 100 exhibitors offering products and services that are relevant to municipalities' needs.



## Is there a mobile app available to download?

Absolutely. Check out the AUMA Convention App to connect with the program agenda, up-to-date information and each other. Simply download it from the App Store, Google Play, or visit [auma2014.zerista.com](http://auma2014.zerista.com).

An introductory email is provided when registering (*ensure you register with your own email address*), but if you do not receive it, a representative at the Registration Desk can help.

Once connected, use the AUMA 2014 app to find everything you need to know: find recommendations, build a custom schedule, join in discussions, explore exhibitors and learn about solutions, find people, set-up meetings and send messages.

Visit [auma2014.zerista.com](http://auma2014.zerista.com) to download the Convention App.

Making All Matters Local



# Info & Hospitality Desk

The City of Edmonton will host an Information & Hospitality Desk during peak periods Wednesday to Friday. City staff will be on hand to answer your questions about Edmonton, including interesting attractions, restaurants, medical services, shopping, esthetic services and transportation.

## Transportation

Shuttle service to the Shaw Conference Centre will be offered to delegates staying at the Chateau Lacombe, Delta Edmonton Centre Suite, and The Sutton Place Hotel. Due to close proximity, the shuttle service will not be offered from The Fairmont Hotel Macdonald, The Courtyard by Marriott or The Westin Hotel.

Shuttle service will be offered during peak periods of the convention on Wednesday, Thursday and Friday.

If you or your partner has special transportation requirements, please note this upon registration.

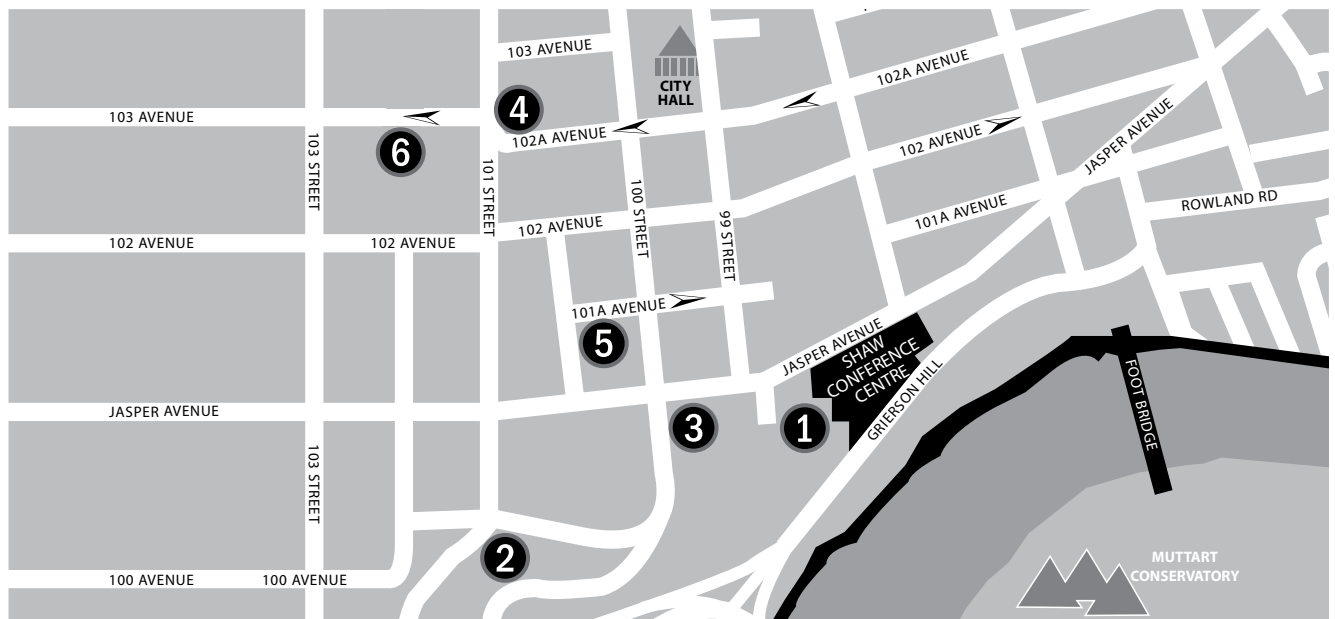
## Where to stay in Edmonton

Accommodations are subject to availability on a first-come, first-served basis.

These hotels have room blocks on hold for the event; to qualify for the special convention room rates, please identify yourself as an AUMA delegate when you make your reservation.

A deposit will be required. Visit [www.auma.ca](http://www.auma.ca) for details.

Please note that room blocks may already be full and the AUMA rate will no longer be available. Rooms may become available later at hotels that are currently sold out. Check back later and often.



## Hotel Legend

- |   |  |   |
|---|--|---|
| <p><b>1</b> Courtyard Marriott<br/>1-866-441-7591<br/><a href="http://www.marriott.com/hotels/travel/yegy-courtyard-edmonton-downtown">http://www.marriott.com/hotels/travel/yegy-courtyard-edmonton-downtown</a></p> | <p><b>3</b> Fairmont Hotel Macdonald<br/>1-800-257-7544<br/><a href="http://www.fairmont.com">www.fairmont.com</a></p>             | <p><b>5</b> The Westin Edmonton<br/>1-780-426-3636<br/><a href="http://www.thewestinedmonton.com">www.thewestinedmonton.com</a></p>   |
| <p><b>2</b> Chateau Lacombe<br/>1-877-660-8550<br/><a href="http://www.chateaulacombe.com">www.chateaulacombe.com</a></p>   | <p><b>4</b> Sutton Place<br/>1-866-378-8866<br/><a href="http://www.edmonton.suttonplace.com">www.edmonton.suttonplace.com</a></p> | <p><b>6</b> Delta Edmonton Centre Suite<br/>1-888-890-3222<br/><a href="http://www.deltahotels.com/Hotels/Delta-Edmonton-Centre-Suite-Hotel">www.deltahotels.com/Hotels/Delta-Edmonton-Centre-Suite-Hotel</a></p> |



# Partner's Program

The following activities are open to partners of convention delegates. Minimum and maximums registration limits apply.

## Wednesday, September 24 10:00 AM - 2:00 PM

### West Edmonton Mall Shopping Experience

Enjoy a shopping experience in North America's largest shopping mall. You will be welcomed by a mall representative who will provide you with a West Edmonton Mall shopping bag, map, coupon book and a feature sheet with new stores listed. Enjoy the mall at your leisure, dine on Bourbon Street or at one of the many fine eateries located throughout the mall. The bus returns to the Shaw Conference Centre at 2:00 p.m.

**Cost: \$16.00**

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## Wednesday, September 24 12:00 - 4:00 PM

### Afternoon Warriors

Spend an afternoon with some of Canada's finest young men and women in uniform. You will depart the Shaw Conference Centre for Canadian Forces Base Edmonton at noon where you will be met by senior leaders who will escort you to the Officer's mess for a luncheon prepared by military chefs.

Following lunch, activities are planned to give you a small taste of what it is like to be a soldier in the Canadian Forces. Pants, long sleeved shirts and sturdy boots highly recommended.

**Cost: \$45.00**

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## Thursday, September 25 12:30 - 3:00 PM

### Wine and Cheese Tasting at Vinomania

Allow yourself to be guided through a great selection of wines by Mr. Gurvinder Bhatia, owner of Vinomania, one of Canada's top 20 wine stores. He is the wine columnist for the Edmonton Journal and Global TV, wine editor for Quench (Canada's most widely distributed wine and food publication columnist and international wine judge.)

Mr. Bhatia will share his passion for fine wine and food with you until 3:00 p.m. at which time you will be bused back to the Shaw Conference Centre. Bread and cheese will be served during your tasting.

**Cost: \$70.00**



# General info & registration fees

Registration fees\* for the 2014 AUMA Convention are:

Type	Member	Non-Member
Event Early Bird	\$700	\$875
Event after Early Bird	\$825	\$1025
On Site	\$875	\$1225
One Day Early Bird	\$600	\$700
One Day after Early Bird	\$650	\$750
EOEP Sessions Sept 22 only	\$340	\$340
Pre-Convention Sessions Sept 23 only	\$365	\$365

**Early bird deadline is: 4:00 pm MST August 29, 2014**

Average temperatures in Edmonton for September range between 3°-17°C.

Be sure to bring suitable outerwear. Casual business attire is suggested for all activities.

\*Prices do not include GST

## Register & pay in 1 of 3 ways

1. Online at [auma.ca](http://auma.ca)
2. **Download** (you can find it at [www.auma.ca](http://www.auma.ca)) and complete the registration, scan and email to [ldoyle@edmonton.com](mailto:ldoyle@edmonton.com) (Cheque or money order payable to: "AMSC 2014")
3. **Mail payment and completed registration form** (keep a copy for your records)
 

2014 AUMA Convention  
 AMG Solutions Inc.  
 Attention: Leah Doyle  
 P.O. Box 53058 14035 - 105 Ave NW  
 Edmonton, AB T5N 0Z1  
 For inquiries email [ldoyle@edmonton.com](mailto:ldoyle@edmonton.com) or phone 780-668-3005

*You will receive either a receipt or invoice for your registration within two working days of registering. If you do not receive either, email [ldoyle@edmonton.com](mailto:ldoyle@edmonton.com).*





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HOST CITY:

# THE CITY OF Edmonton

2014  
AUMA  
CONVENTION  
AMSC TRADE SHOW  
Making All Matters Local



WE ARE  
economies  
OF SCALE

WE ARE THE  
support  
YOU NEED

WE ARE THE  
experts  
IN MUNICIPALITIES

WE ARE YOUR  
advocate



## Agenda Item

<b>Project:</b> Application No. 05/1414 to amend the Land Use Bylaw – Public Hearing 11:00 a.m. Delegation	
<b>Presentation Date:</b> August 12, 2014	
<b>Department:</b> Planning and Development	<b>Author:</b> Kim Jakowski
<b>Budget Implication:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
<b>Strategic Area:</b> Land & Economic Development	<b>Goal:</b> Ensure the statutory land use and land development documents of the County properly direct land development and human settlement within the County with consideration on impacts to neighbouring municipalities, in particular the Town of Rocky Mountain House and Village of Caroline.
<b>Legislative Direction:</b> <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Land Use Bylaw &amp; MDP</u>	
<b>Recommendation:</b> Pending the results of the public hearing, it is recommended Council grant 2 <sup>nd</sup> and 3 <sup>rd</sup> readings to Bylaw 992/14	
<b>Attachments List:</b> Application to Amend Land Use Bylaw, Business Proposal, Site Plan, Bylaw 992/14 with Schedule “A”, Institutional District “P”, Aerial Photo	

### Background:

1799377 Alberta Ltd. – operating under the name The Whole Life Institute Corporation currently holds title to SE 17-35-05-W5M, containing 152.61 acres. The property is located 9 miles southeast of the Village of Caroline. Jim Bradshaw, the Operations Manager and Co-Founder of The Whole Life Institute Corporation has made application to redistrict 10 acres of the 152.61 acre parcel from Agriculture District “A” to the Institutional District “P”.

The landowners are proposing to operate a private treatment center to treat all forms of addiction including alcoholism, drug addictions, gambling and disorder eating. Their goal is to provide the right balance of nutritional, spiritual, and psychological support to help those seeking the path to recovery. They are proposing to operate within the existing quarter section and its buildings and are hoping to add to the facilities in the future. They are proposing to have a number of programs that would operate in 4, 6 and

8 week durations. These programs would be available all year round. Clients will arrive and stay on the property during their program. Family and guests will not be permitted to visit during the clients stay. The applicants are proposing to have 2 to 6 staff members at the facility at any given time. Traffic impacts would be approximately 4-6 vehicles a day. Traffic would enter and exit directly off of Highway 22.

The current buildings and housing on the property would accommodate up to 12 people. The applicants are proposing to construct 6 to 10 additional, 2-person cabins to accommodate more clientele. The buildings that currently exist on the property are the primary residence, a cabin, garage, pole shed and some smaller sheds. Most of these buildings would be used for the operation of the business. The pole shed would store the machinery required to maintain the property.

There is legal and physical access to this parcel via Highway 22. Clearwater County required comments from Alberta Transportation for this use.

Additional information can be found in the included agenda package. The applicants held an open house on the 19<sup>th</sup>, 20<sup>th</sup>, and 21<sup>st</sup> of June for interested parties to come and view the property and speak with them about what they are planning to do. An ad was put in the Western Star and Mountaineer as well as letters handed out to adjacent landowners and to people who had attended previous community meetings Jim Bradshaw attended to speak about the business. The applicants also held an additional open house at the Crammond Hall on July 17<sup>th</sup> as requested by Council to present their plan and respond to any comments and concerns landowners may have. An ad was placed in the Western Star, Sundre Round Up and Mountaineer with the date and time of the open house as well as letters being sent to the adjacent landowners to let them know when to attend the open house. The applicant will speak to the attendance of the open house and address any concerns raised today. I have included a copy of the ad that was in the papers in your package.

### **Planning Direction:**

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

#### **MDP Guiding Principle 3.2(3) Land Use Compatibility**

The location, intensity, scale and design of new development should be compatible with the capacity of the site and adjacent lands.

#### **MDP Policy 9.2.15**

Clearwater County shall require all development to meet provincial standards and regulations respecting the provision of water and wastewater services.

#### **MDP Policy 11.2.21**

To consider a proposed redesignation, subdivision or development for a large multi-lot subdivision, major development or other form of land use change as

determined by the County, Clearwater County may require the applicant to prepare for consideration of approval by the County an area structure plan or outline plan.

#### MDP Policy 11.2.22

Clearwater County may require an area structure plan or outline plan to address any or all of the following:

- (a) site suitability;
- (b) design and density;
- (c) impacts on natural capital and the environment;
- (d) effects on land uses in the vicinity;
- (e) provision of roads and utilities;
- (f) traffic impacts;
- (g) provision of open space;
- (h) protective and emergency services;
- (i) access to and impacts on education and health services;
- (j) FireSmart provisions;
- (k) measures to mitigate effects; and
- (l) any other matters required by the County to be addressed.

#### MDP Policy 12.2.2 Redesignation, subdivision, and development

Clearwater County shall implement the policies of this Plan when making decisions on any proposed redesignation, subdivision, or development application and any proposed statutory plan, outline plan or concept plan.

#### MDP Policy 12.2.3

To provide information relevant to a proposed redesignation, subdivision or development of land, Clearwater County may require the applicant to have prepared and submitted by a qualified professional engineer any or all of the following:

- (a) a geotechnical study;
- (b) a traffic impact study;
- (c) a water supply study;
- (d) a utility servicing study;
- (e) a stormwater management plan;
- (f) an environmental assessment; and
- (g) any other study or plan required by the County.

#### 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 Section 13.4 (9) Institutional District "P". The purpose of the Institutional District "P" is to permit and regulate the development of private or public facilities intended to provide cultural, social, religious, educational or rehabilitative services.

Discretionary uses include:

- \* social care facility
- \* institutional, religious or private youth camp, retreat or outdoor education facility;
- \* public or quasi-public building in character with one or more of the approved uses; and
- \* single family residence if ancillary to the principal use.

The allowable lot area in this district is 1 to 4 hectares (2.5 to 10 acres), unless otherwise approved by the Development Officer. *This applicant is proposing to redistrict 10.0 acres.*

#### **Note**

I have included drawings showing an 18 acre area marked off for Councils reference. If Council wishes, at its discretion as per the Clearwater County Land Use Bylaw, it can allow the rezoned area to be larger than the allowed 10 acres in order to make the rezoned area boundaries more clear and concise.

Development, including any storage areas, would be required to meet the minimum yard setbacks, including a minimum of no development or storage within 60 metres (200 feet) from the east property boundary, and 15 metres (50 feet) from all other property boundaries.

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.

**First Reading:**

At the regular Council meeting held on June 24, 2014, Council reviewed and gave first reading to Bylaw 992/14. As required by legislation, comments were invited from the adjacent landowners and referral agencies. Upon consideration of the representations made at the Public Hearing, Council may consider whether or not to grant second and third readings to the bylaw.

N. E. 1/4 SEC. 17 ,TWP. 35 ,RGE. 5 W 5M

Fd. No Mk., E.1/4 17  
Re-est. Position by F  
Left No Mk. (In Ppd.)

ALLOWANCE 391.15  
ROAD

268°01'51"  
805.53 (Calc)

87°53'  
235.

265°00'5"  
(Radial)

144.55  
156.50  
170.34

162.58  
227.11  
215.11

Septic Discharge  
Septic Tank  
Wood Boiler  
3.8x7.4 Wood Shed  
0.6 NW&SE Eaves  
2.5x3.7 Shed On Skids  
1.2 W O/H  
House  
See Detail

559.68

S. E. 1/4 SEC. 17 ,TWP. 35 ,RGE. 5 W 5M

108°07'54"  
(Radial)

45"  
803.61 (Calc)

171.43  
170.93  
178.29

See WW  
Cabin Detail

7.6x11.3 Pole Shed  
Plotted From Air Photo

324.39

8.0 ACCESS EASEMENT  
INST. #992 016 606

ALBERTA TRANSPORTATION  
ROAD PLAN 850  
HIGHWAY

R61 Mp. 0.3  
0.24 W. of L  
Did Not Use

88°02'51"  
60.00  
128°02'51"  
40.00  
152.12  
111°23'17"  
358°02'51"  
80.00  
LOT 1  
BLOCK 1  
PLAN 982 6518  
155.56  
313°02'51"

15.24 PAN AMERICAN P/L R/W  
PLAN 2501 RS

88°02'51"  
681.68

ROAD ALLOWANCE

ROAD

R65, Mp.

178°  
20.12  
N.1/4 8  
Mp.

775.61  
268°

02'

9.22  
51"  
R64  
Mp. 0.3 N.

N. E. 1/4 SEC. 8 ,TWP. 35 ,RGE. 5 W 5M

87°54'51"  
20.82

NOTE:  
BOUNDARY INFORMATION WAS TAKEN  
FROM JOBS # R-102-98 & R-070-11.

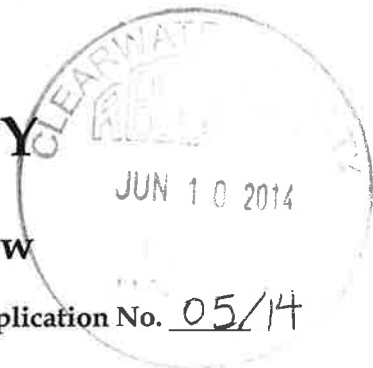




# CLEARWATER COUNTY

## Application for Amendment to the Land Use Bylaw

Application No. 05/14



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

APPLICANT: THE WHOLE LIFE INSTITUTE CORPORATION

ADDRESS & PHONE: P.O. Box 1066, Nisku, AB T9E 8A8

REGISTERED OWNER: 1799377 ALBERTA LTD.

ADDRESS & PHONE: P.O. Box 1066, Nisku, AB. T9E 8A8 403 667 3582

### AMENDMENT REQUESTED:

- CHANGE OF LAND USE DISTRICT FROM: FARM SUBSIDIARY BUS. TO: INSTITUTIONAL DISTRICT "P"  
 LEGAL DESCRIPTION OF PROPERTY: SE 1/4 Sec. 17 Twp. 35 Rge. 5 W5M  
 OR: LOT: \_\_\_\_\_ BLOCK \_\_\_\_\_ REGISTERED PLAN NO.: \_\_\_\_\_  
 OR: CERTIFICATE OF TITLE NO.: 142 060 040 (Site Plan is attached)  
 SIZE OF AREA TO BE REDESIGNATED: 153 (Hectares / Acres)

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

REZONE FROM AGRICULTURAL TO INSTITUTIONAL DISTRICT "P"

- REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

WE WISH TO CHANGE PRIMARY STRUCTURE OF BUSINESS TO THAT OF A TREATMENT FACILITY. WE WOULD REQUIRE RE-ZONING TO ACCOMMODATE INTENDED NUMBER OF CLIENTS. SEE BUSINESS PLAN AND GENERAL NOTES ATTACHED.

DATE: MAY 08, 20 14 APPLICANT'S SIGNATURE A. B...



## **The Whole Life Institute**

### **Business Plan – April, 2014**

Application for re-zoning from Agricultural District to Institutional District "P". Maximum number of clients to be 20. Maximum number of staff to be 10. Plan is to start off with up to 12 clients and 6 staff.

#### **Scope of Business:**

Private Treatment Center treating all forms of addiction including alcoholism, gambling and disordered eating.

#### **Programs:**

The Whole Life Institute offers a wide variety of programs under four main categories: Nutrition, 12 Step model, Individual and group counselling, and a Spiritual component. These are synergistically combined with physical activities such as hiking and yoga.

Programs will consist of 4, 6, and 8 week durations. Exact duration of stay will vary depending on needs of each individual client. Programs will be available twelve months of the year.

Clients will arrive on day one and stay the full duration of their chosen length of stay. They will not be on and off the property. Most clients will arrive on the same day by shuttle service offered by The Whole Life Institute or via a family member. Clients are dropped off and family member will leave. At no time will any clients be allowed guests or visitors of any kind.

#### **Staff:**

At any given time, there will be no less than two staff members and no more than six. Most staff will arrive on site at approximately the same time each day with the exception of the night staff member. This person would arrive at approximately 10:30 pm and leave at approximately 7:30 am. All staff will be traveling to and from local accommodations, mostly from the Sundre area. There will be one full-time staff member who will reside on property at all times. This person does not drive and will not be coming and going off property.

#### **Traffic:**

Maximum number of traffic generated by staff would be four to six vehicles per day. Average would be closer to four as there are two groups of staff members carpooling from local area. Number of client vehicles would vary and would only occur on intake days which would be at least four weeks apart. If every client got a ride, there could be up to 12 vehicles once per four week cycle. This scenario is highly unlikely as shuttle service will be used by most.

**Signage:**

There will never be any signage at or on The Whole Life Institute property at any time, including access from highway. The nature of this business, including the demographic of clientele that can pay private treatment center rates, is such that privacy, confidentiality and anonymity is of the highest regard.

**Noise factors, dust, and smell:**

There will be no noise factors, dust or smell in any way. Again, the nature of private treatment is for people to come and get well. They are here to work on themselves and regain their lives and their health. They are not here to attract attention to themselves in any way. Unless a family member knows they are here, no one will know that any clients are here at any time.

**Storage:**

There will be no outside storage. Snow removal, lawn care equipment, etc., will be stored in appropriate ways. No other outside storage will occur.

**General Construction plans:**

The current buildings that exist would allow for up to twelve people to be accommodated. The proposed plan is to construct six to ten, two-person cabins. These cabins will be identical in design and construction. They will meet or exceed any minimum building code requirements. They will be designed and finished to compliment the "log cabin" feel of our property. Clients would reside in these cabins after completion of proposed construction, allowing all existing space to become office and instructional space for staff. All new buildings and existing buildings when complete will not exceed the maximum allowable space for development on this property. Total development will not exceed 10 acres. Preliminary information from the office of Clearwater County, including aerial drawing showing allowable use of space, meets all restrictions and requirements. Individual cabin placement including proposed layout of all will be included in this application. See drawings attached.

**General Comments:**

We originally chose this area because of connections to family and friends. As an ownership team we have local connection to this area and community and have had such connection for many years. Our intention is not to take anything from this community or area as some people might potentially think. We are actually here to give back and to make a difference in the community and the lives of many people. We are not here to stand out or even blend in for that matter. We are here to be discreet, private and quite frankly invisible to the community in the physical sense.

We had an opportunity to meet some local neighbors and as a result, we were invited to a local community hall monthly meeting that occurred on Wednesday, May 21, 2014. We had an opportunity to introduce ourselves as a company and talk a little bit about what we plan on doing. Although the meeting started off with the typical misunderstanding about what this industry is about, we feel it ended on a very positive note, and in general felt genuinely welcome. Our intention is to have an open house, prior to opening, to invite anyone who is interested to come see our place. We are looking forward to seeing and meeting as many people as we can.

Thank you for your attention to this matter.

Any correspondence regarding this application and file should be made directly to:

Jim Bradshaw

Operations Manager, Co-Founder

The Whole Life Institute Corporation

[jimbradshaw@thewholelifeinstitute.com](mailto:jimbradshaw@thewholelifeinstitute.com)

403.667.3582



# Whole Life

INSTITUTE

## **Jim Bradshaw – Operations Manager, Co-Founder**

As a co-founder of The Whole Life Institute, Jim has spent the last several years in the planning, development and implementation of what has become “Whole Life”. With over 20 years’ experience working directly with addicts and alcoholics in recovery, Jim brings with him extensive experience in this industry. Jim will also lead The Whole Life Intervention Team. Jim and Stacey’s idea that blossomed into the concept of Whole Life began with a very simple goal in mind – what is the most effective way to help the greatest number of people and achieve the highest level of success. Jim has an extensive background in business as well as a long history in the medical community. Jim is dedicated to the process of showing people how to reach their greatest potential. Along with The Whole Life Team, let us show you how to Uncover, Discover, Recover.

## **Stacey Grantham- General Manager, Co-Founder**

As a co-founder of the Whole Life Institute, Stacey has devoted the last several years to the planning, development and implementation of what has affectionately become known as “Whole Life”. With several years’ experience in the field of recovery and addictions, as well as many years in business management, she brings to Whole Life a wide variety of practical and life experiences. Her passion, devotion, and commitment to help others is the heartbeat of the Whole Life Institute. Stacey also brings with her a background in holistic nutrition, and as a result has been an integral part in the acquisition of our world-class Whole Nutrition Team. Both Jim and Stacey are certified in our Connected Visualization and Connected Awareness Programs. She has an open-door policy, and is willing to share her time with all. Please contact her via the Whole Life Institute and share the dream!

## **Dr. Stephanie Mason BSc, MD, FRCP – Registered Psychiatrist**

Dr. Mason is a native Calgarian and has practiced psychiatry for over twenty years. Her areas of interest within the field are diverse, and include crisis intervention, mood and anxiety disorders, ADD in adults and children, addiction, and neuropsychiatric syndromes. She is also interested in the benefits of lifestyle, meditation and yoga on mental health and is a certified Yoga Instructor.

**LOCAL 1.587.779.5433 (LIFE) LONG DISTANCE 1.844.419.5433 (LIFE)**

**[thewholelifeinstitute.com](http://thewholelifeinstitute.com)**



## **Andrea Carter BA Psych, RMT, CBI, BAT, MSI, CBP, AdvCBP – creator of Whole Connection Program**

Andrea Carter, created the Whole Life Connected Visualization and Connected Awareness program. She has taught thousands of people how to live life fully, release the past, and step into your full potential. She continues to help programs thrive across Canada and has served in the mental health care sector for over 12 years. She is a Certified Award Winning Mastery Coach and holds her degree in Psychology.

## **Dr. Meaghen Johnston, PhD, RSW, MSW, BA**

Dr. Johnston is currently an Assistant Professor at Mount Royal University in the Department of Social Work. Graduating from the University of British Columbia, Meaghen completed a Doctoral study exploring identity, future thinking, and palliative care. In 2012 she was awarded a dissertation award from the Society of Research on Identity Formation and continues to explore how identity intersects with health and well-being. Her clinical experience has focused on development of programs and support groups in the area of health, identity, and grief and loss.

## **Orsha Magyar M.Sc., B. Sc., RHN – Psychology of Nutrition Specialist**

The Whole Life Institute's Nutrition Program has been created by Orsha Magyar. While undergoing undergraduate studies in biopsychology, and graduate work in neuroscience, her research on areas such as anxiety and epilepsy has been published in scientific and medical journals, and presented at international medical conferences. Orsha expanded upon her biomedical background by becoming a Registered Holistic Nutritionist. She is a firm believer of understanding the “why” before embarking on the “what” with questions pertaining to their specific circumstances and experiences with addiction – and why or how nutrition can help.

**LOCAL 1.587.779.5433 (LIFE) LONG DISTANCE 1.844.419.5433 (LIFE)**

**[thewholelifeinstitute.com](http://thewholelifeinstitute.com)**



## **Stacey Deering RHN – Holistic Nutritionist**

Stacey Deering has a passion for food and the power it has over the mind, body, and spirit. Stacey is a personal trainer and Holistic Nutritionist who advocates a truly blended approach, where neither nutrition nor exercise has the upper hand, but rather both work together in synergy. As a nutritionist, educator, and trainer, Stacey has developed all the menus and recipes for Whole Nutrition which encourages clients to optimize energy levels by finding a balance between nutrition and an active lifestyle. Stacey is dedicated to empowering others to achieve health, happiness, and longevity by teaching them to prepare healthy meals using pure and natural ingredients.

## **Jennifer Scheible – Addictions Counsellor**

Jennifer has worked in the Addiction field for over 19 years and brings a wealth of experience and knowledge to the Whole Life Institute. She holds certificates in Addiction Studies and Supportive Counselling Skills and has logged hundreds of hours in Conferences, workshops and training. Jennifer is certified in our Connected Visualization and Connected Awareness Programs. She is excited to work at the Whole Life Institute and our Whole encompassing approach to helping people find hope and lead happy, purposeful lives.

## **Al Dhalla – Director of Client Services**

Al has been working in the field of addictions for the last 3 years as a counsellor where his duties included client intake, crisis resolution and night counsellor. Al has completed the Addiction Certification Certificate at Mount Royal University, Adult Intensive Outpatient Program-stress, emotional regulation and trauma Certificate and Counselling Behavioral Therapy Certificate. Al is also certified in our Connected Visualization and Connected Awareness Programs. Al brings to Whole Life an easy going demeanor that invites trust and confidence from all.



# Whole Life

## INSTITUTE

### **Trevor Scheible – Counsellor**

After years as an active alcoholic and drug addict, in 1996 Trevor found recovery, and has been diligent about his own personal growth ever since. After many years of unrelated work, in 2012 he started as a counsellor in a treatment center for adolescents and found his true passion, helping others to find recovery. Currently pursuing further education in the field of Addictions, Trevor brings years of practical experience in recovery, and a caring, no nonsense approach. He is certified in our Connected Visualization and Connected Awareness Programs. Trevor has been heavily involved in recovery over 17 years, and has devoted many years to service in the 12 Step Recovery communities.

### **Norine Fullen – Client Activities Co-ordinator**

Norine's first passion is serving others and helping them to heal. After twenty five years of researching the body, mind and spirit and how they interact, she comes from a place of curiosity in finding what makes us tick. Norine is a graduate of the Art and Design Program at Red Deer College and enjoys incorporating art and healing. Norine has achieved her black belt in Tae Kwon Do and has studied five different disciplines of energy healing. She is certified in our Connected Visualization and Connected Awareness Programs. Norine brings with her a creative passion for healing and is a natural leader that helps complete our Whole Life Team.

**LOCAL 1.587.779.5433 (LIFE) LONG DISTANCE 1.844.419.5433 (LIFE)**

**[thewholelifeinstitute.com](http://thewholelifeinstitute.com)**





Alberta's newest  
private treatment center



Whole Life  
INSTITUTE

"The new recovery standard..."

## Programs

The Whole Life Institute provides a complete program for daily living so you can connect with all aspects of your life. We strive for an interactive team based approach, as not one person alone achieves success. We provide a full experience, allowing for deeper engagement into everything you didn't learn, need to relearn, and anything you have lost as a result of your addiction.



## Admissions

- Another crisis in your life?
- Does someone you know or love need help with an addiction?
- Is alcohol or addiction affecting your work?

**We can help.**

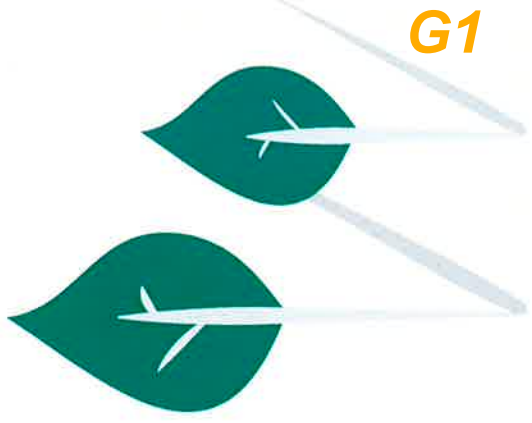
**24 hours a day,  
7 days a week by phone or email.**

A Whole Life team member  
is waiting to assist you.

**LOCAL** 1.587.779.5433 (LIFE)

**LONG DISTANCE** 1.844.419.5433 (LIFE)

**EMAIL** [info@thewholelifeinstitute.com](mailto:info@thewholelifeinstitute.com)



G1

**Uncover, Discover, Recover.**





## Whole Life will change the way you view current recovery models

### Welcome

The Whole Life Institute changes the way we think about effective treatment and recovery from alcohol abuse, drug addictions and other behavioural disorders by addressing you as a whole. We aim to create an experience designed to change your entire lifestyle, rather than the perceived acute obstacle of the addiction.

**Our synergistic program model helps individuals suffering from addiction to achieve this new lifestyle from the inside out.**

Our environment teaches us throughout life to be measured by what we do or don't have. Whether we are married, what type of job we work, what education we do or don't have or how much money we make. We have become conditioned to measure our insides by other

people's outsides. Our synergistic program model helps individuals suffering from addiction to achieve this new lifestyle from the inside out.

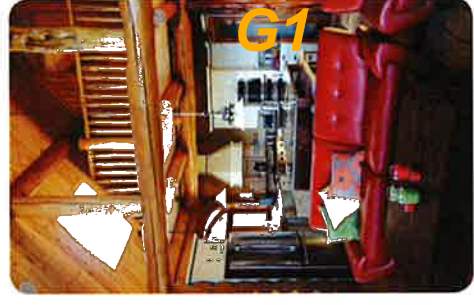
Our goal is to provide the right balance of nutritional, spiritual, and psychological support to help those seeking the path to recovery.



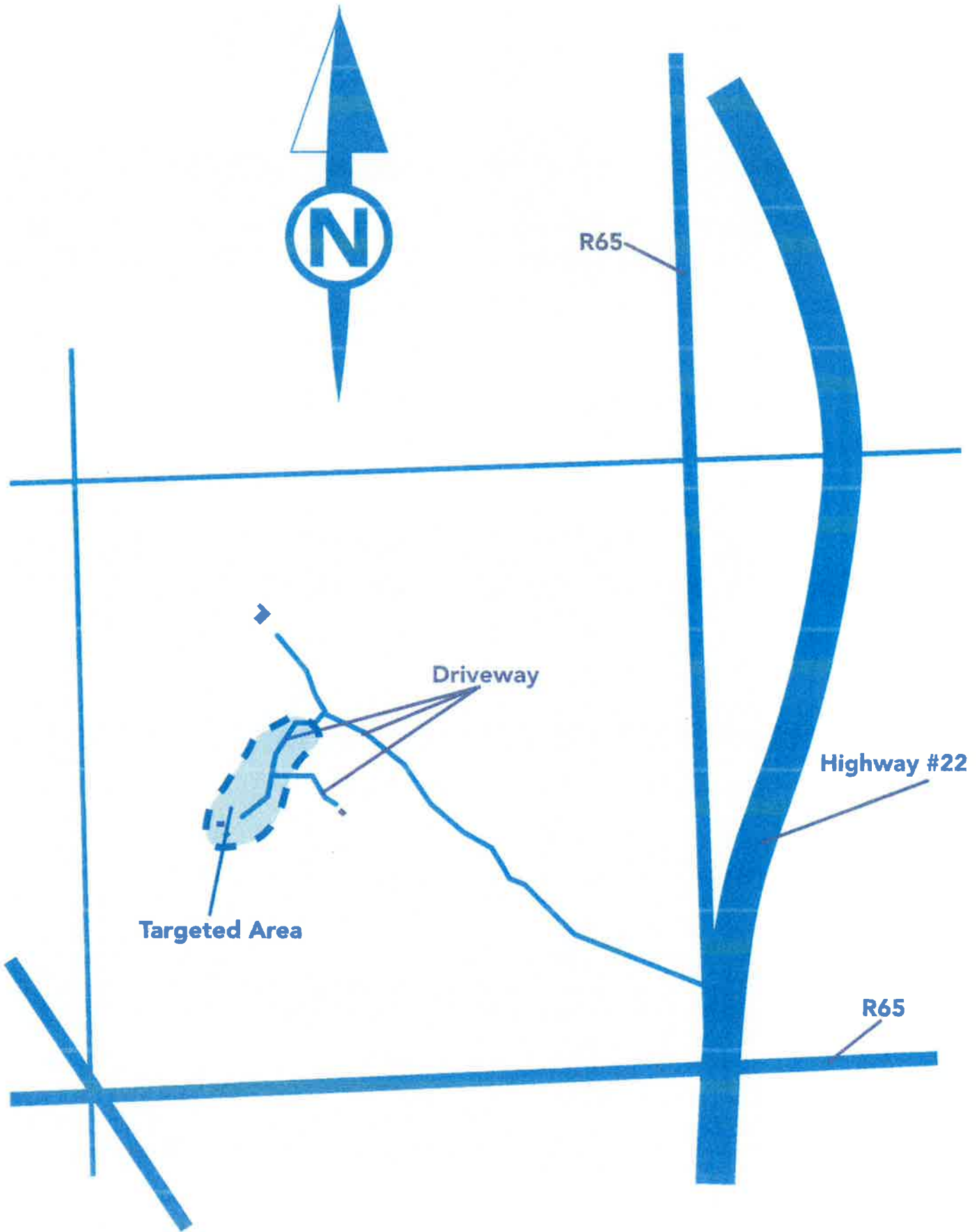
### Facilities

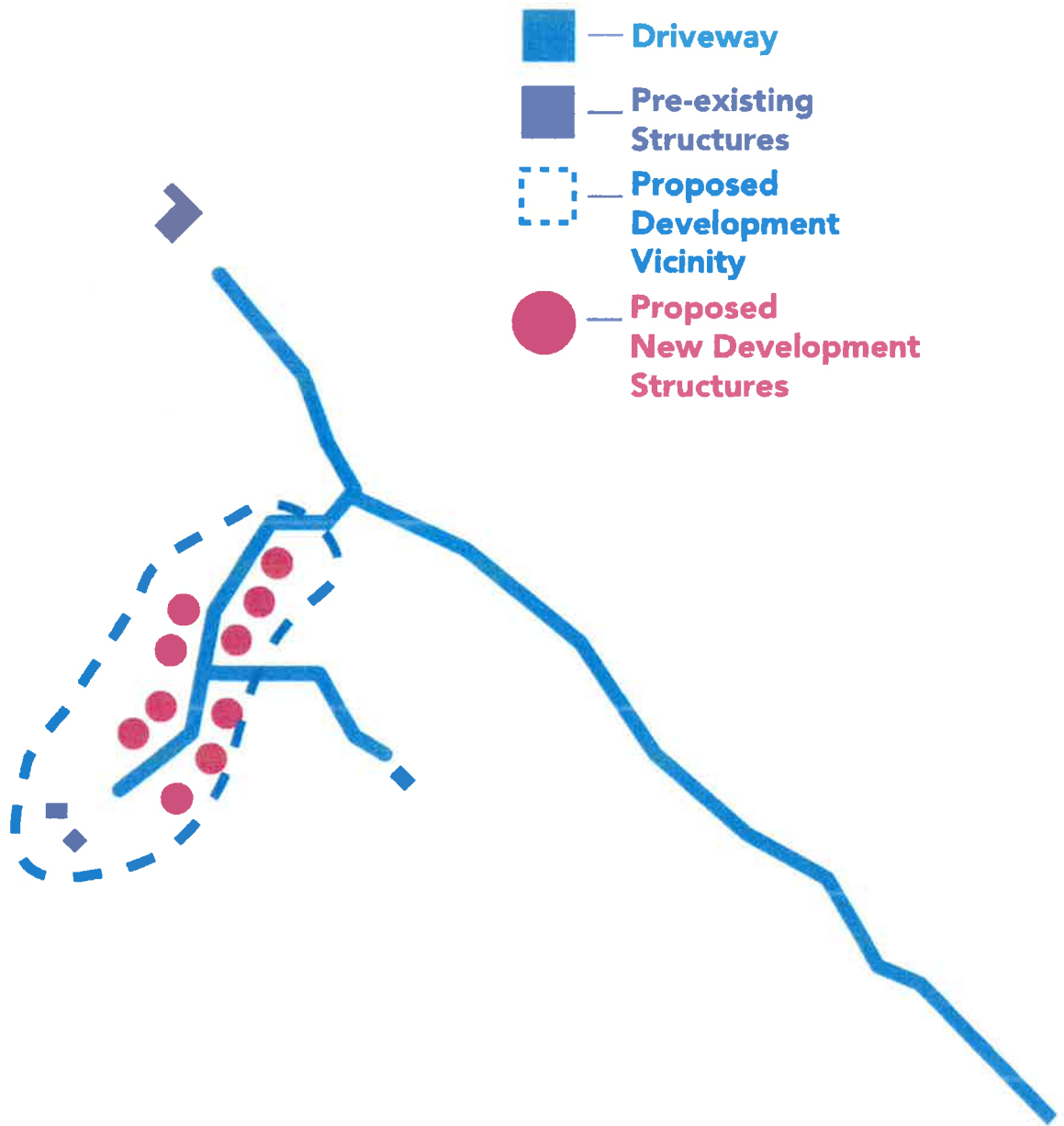
The Whole Life Institute is located on a beautiful 153 acres of secluded forest land north of Sundre, Alberta. Our modern cabin setting is the perfect environment for your recovery.

Our unique property is filled with walking trails, a private lake and other many other seasonal activities. The natural habitat is home to much wildlife and surrounded by lush forest and calming mountain air. Don't be surprised when you see the wildlife come to share the serene environment.



Our location provides a tranquil place for the greatest opportunity to reconnect in all areas of our lives. This peaceful environment addresses the body, mind, and spiritual connection in a private and confidential setting.







**The Whole Life Institute Information Session**

**Thursday July 17<sup>th</sup>, 2014**

**7pm – 9pm**

**Crammond Community Hall**

Please join us for an information session about our Facility.

An opportunity to ask questions & share comments and/or concerns will be included.

***[www.thewholelifeinstitute.com](http://www.thewholelifeinstitute.com)***

**LOCAL 1.587.779.5433(LIFE) LONG DISTANCE 1.844.419.5433(LIFE)**

**BYLAW NO. 992/14**

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 Institutional District "P" is to permit and regulate the development of private or public facilities intended to provide cultural, social, religious, educational or rehabilitative services.

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 +/- 10.0 acres of PT SE 17-35-05 W5M as outlined in red on the attached Schedule "A" be redesignated from the Agriculture District "A" to the Institutional District "P".***

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2014.

\_\_\_\_\_  
REEVE

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

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2014.

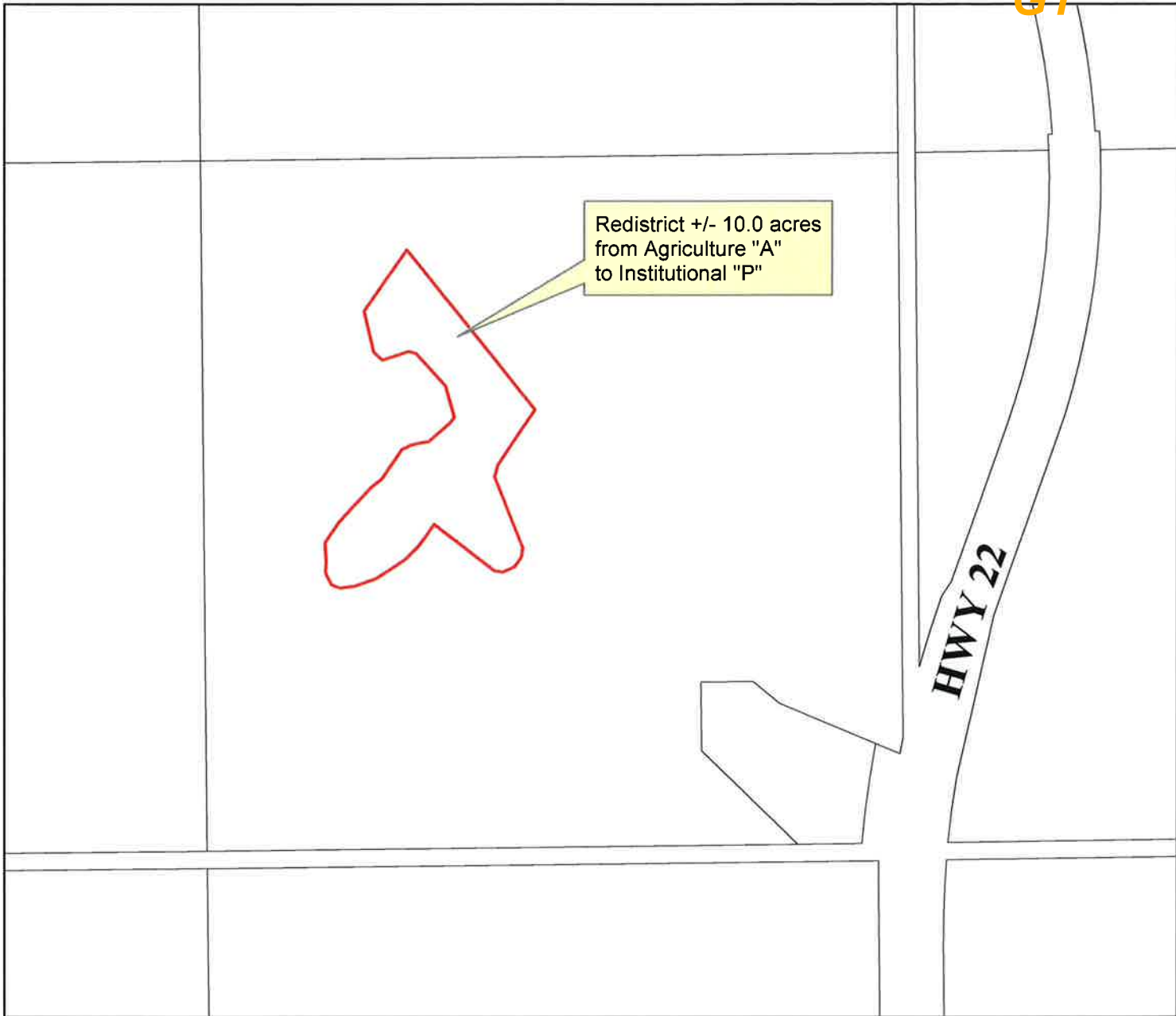
READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2014.

READ A THIRD AND FINAL TIME this \_\_\_ day of \_\_\_\_\_ A.D., 2014.

\_\_\_\_\_  
REEVE

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

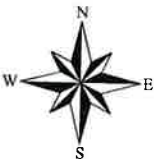




**Bylaw No. 992/14  
Schedule "A"**



**Application #05/14 to Amend the Land Use Bylaw  
Redistrict +/- 10.0 acres of a 152.61 acre parcel  
in SE 17-35-05 W5M  
From Agriculture District "A" to Institutional District "P"  
The Whole Life Institute**



### 13.4 (9) INSTITUTIONAL DISTRICT "P"

THE PURPOSE OF THIS DISTRICT IS TO PERMIT AND REGULATE THE DEVELOPMENT OF PRIVATE OR PUBLIC FACILITIES INTENDED TO PROVIDE CULTURAL, SOCIAL, RELIGIOUS, EDUCATIONAL OR REHABILITATIVE SERVICES.

#### A. PERMITTED USES

1. Farming, except intensive agriculture

#### B. DISCRETIONARY USES

1. Arts or culture centre
2. Buildings for cooking, dining, assembly, crafts and recreation
3. Church, without manse within hamlets
4. Church, with or without one attached manse outside of hamlets
5. Cemetery
6. Correction, detention or remand facilities
7. Detached manse associated with a church on the same lot
8. Social care facility
9. Guest and patron lodge or cabins associated with a permitted use
10. Institutional, religious or private youth camp, retreat or outdoor education facility
11. Keeping of livestock for use in association with a permitted use including shelters and enclosures for the same
12. Museum
13. Private campground facilities for parking holiday trailers/recreation vehicles occupied by guests or temporary staff involved with a permitted use for periods of 30 days or less
14. Public or private open space
15. Public or quasi-public building in character with one or more of the approved uses
16. School or college whether public or private
17. Single family residence if ancillary to the principal use
18. Other ancillary buildings or uses

#### C. ALLOWABLE LOT AREA

1 to 4 hectares (2.5 to 10 acres), unless otherwise approved by the Development Officer except in hamlets where lots shall be at least 300 square metres (3,500 sq. ft.) and have a frontage width of at least 10 metres (35 feet).

#### D. MINIMUM TOTAL FLOOR AREA

As required by the Development Officer.

E. MINIMUM DEPTH OF FRONT YARD

15 metres (50 feet) on an internal road and otherwise as required pursuant to Section 10.3 and Figures 1 to 7 of the Supplementary Regulations.

NOTE: Existing lots which cannot comply with the foregoing and created prior to this Bylaw coming into effect shall meet setback requirements as determined by the Development Officer.

F. MINIMUM WIDTH OF SIDE YARD

3 metres (10 feet) except in the case of a corner site where the side yard adjacent to a public road may be determined pursuant to Section 6.4.

G. MINIMUM DEPTH OF REAR YARD

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

H. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

1. All buildings added to a lot shall be new unless otherwise approved by the Development Officer.
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall, where reasonable, complement the natural features of the site to the satisfaction of the Development Officer.
3. Ancillary structures and additions shall be designed to complement the main building.

I. MAXIMUM ALLOWABLE DENSITY

As approved by the Development Officer.

J. OFF-STREET PARKING

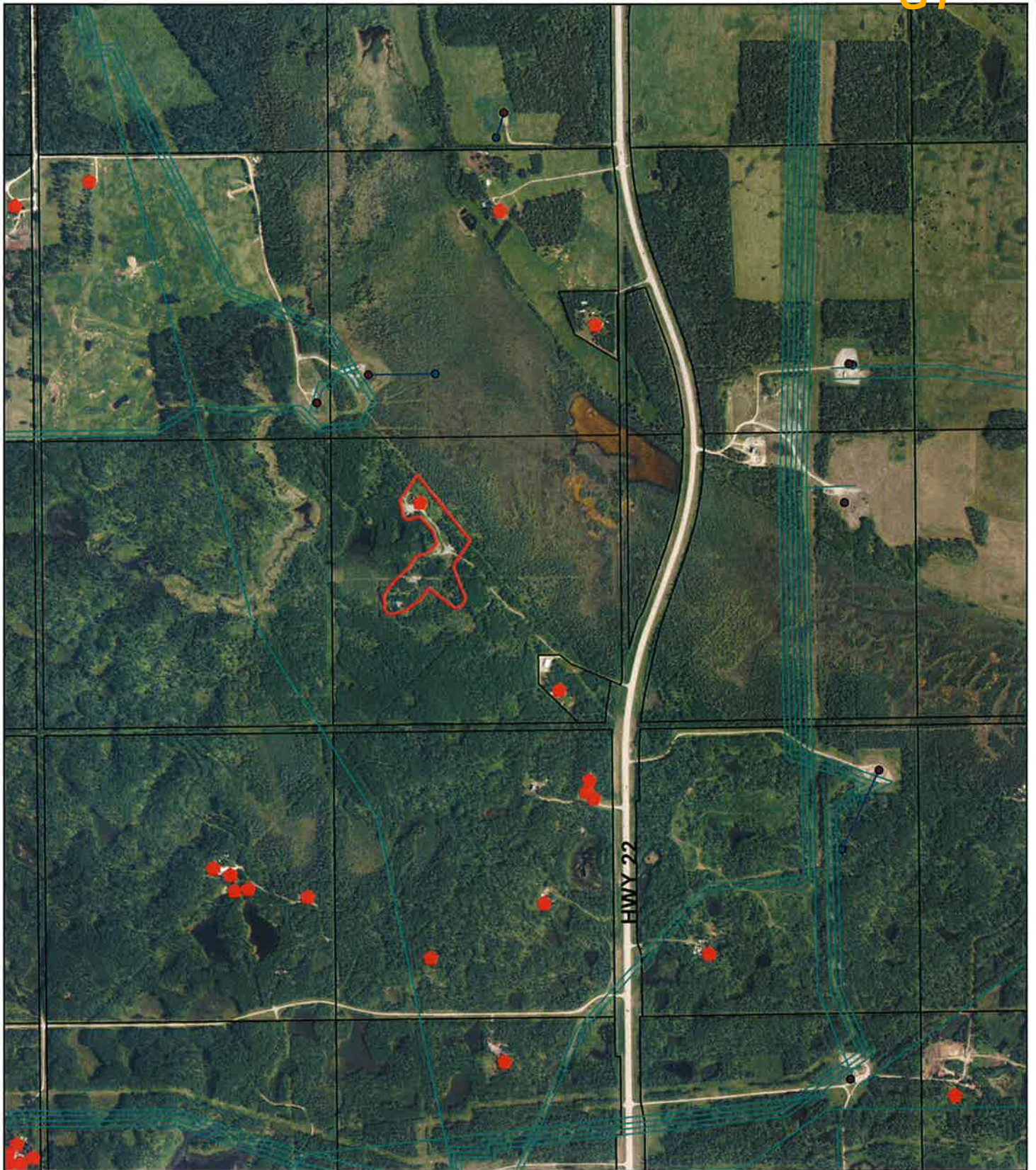
As stated in this Bylaw unless otherwise approved by the Development Officer.

K. LANDSCAPING

1. Approval to develop may be made subject to the Development Officer accepting a landscaping plan.
2. The Development Officer may require measures to retain natural vegetation and to protect sensitive soils on the site.
3. Any development may be subject to screening from view by vegetation or other screening of a visually pleasing nature as required by the Development Officer.
4. Where two or more buildings are located on a lot, the separation of distances between them may be at the discretion of the Development Officer.



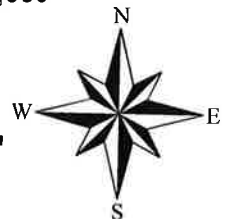
5. For any developed area, the minimum surface area that may be retained free of buildings, roads, parking lots and other fixed roof or hard surface installations shall be 65% of the total lot, unless otherwise approved by the Development Officer.



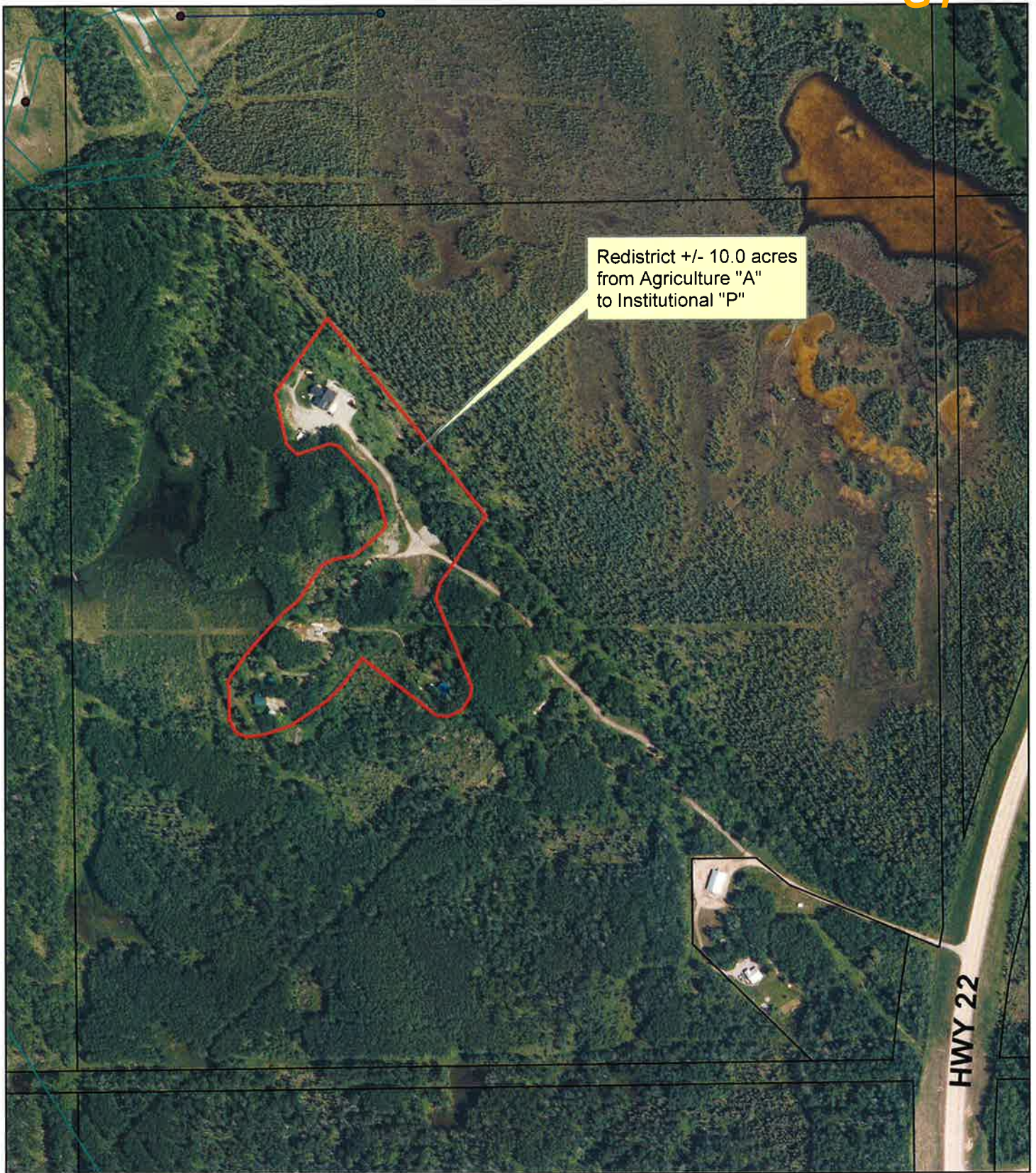
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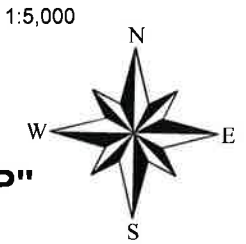
**Application #05/14 to Amend the Land Use Bylaw  
Redistrict +/- 10.0 acres of a 152.61 acre parcel  
in SE 17-35-05 W5M  
From Agriculture District "A" to Institutional District "P"  
The Whole Life Institute  
Adjacent Landowner Map**



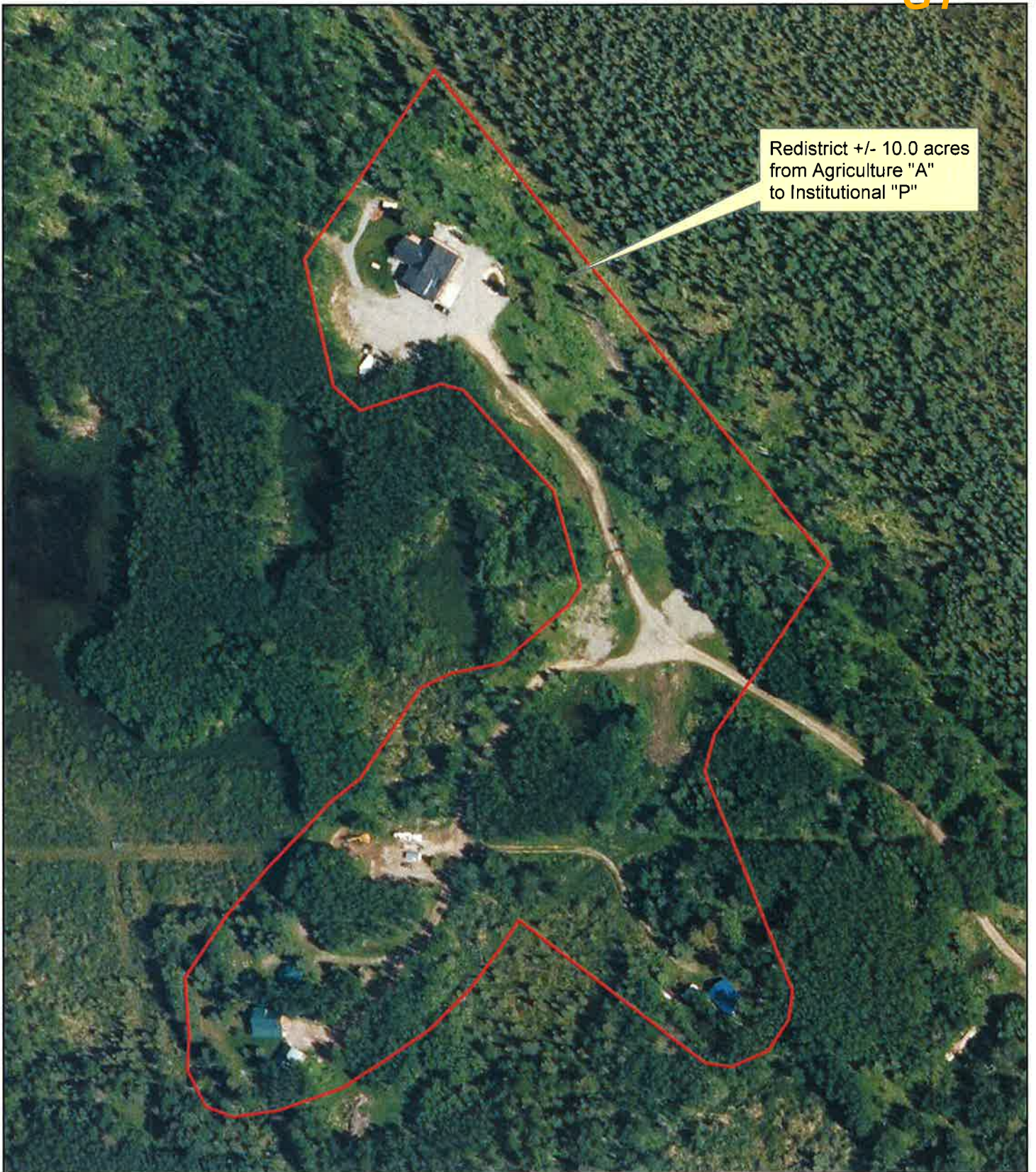




**Application #05/14 to Amend the Land Use Bylaw**  
**Redistrict +/- 10.0 acres of a 152.61 acre parcel**  
**in SE 17-35-05 W5M**  
**From Agriculture District "A" to Institutional District "P"**  
**The Whole Life Institute**





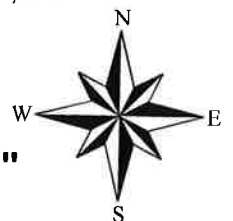


Redistrict +/- 10.0 acres from Agriculture "A" to Institutional "P"

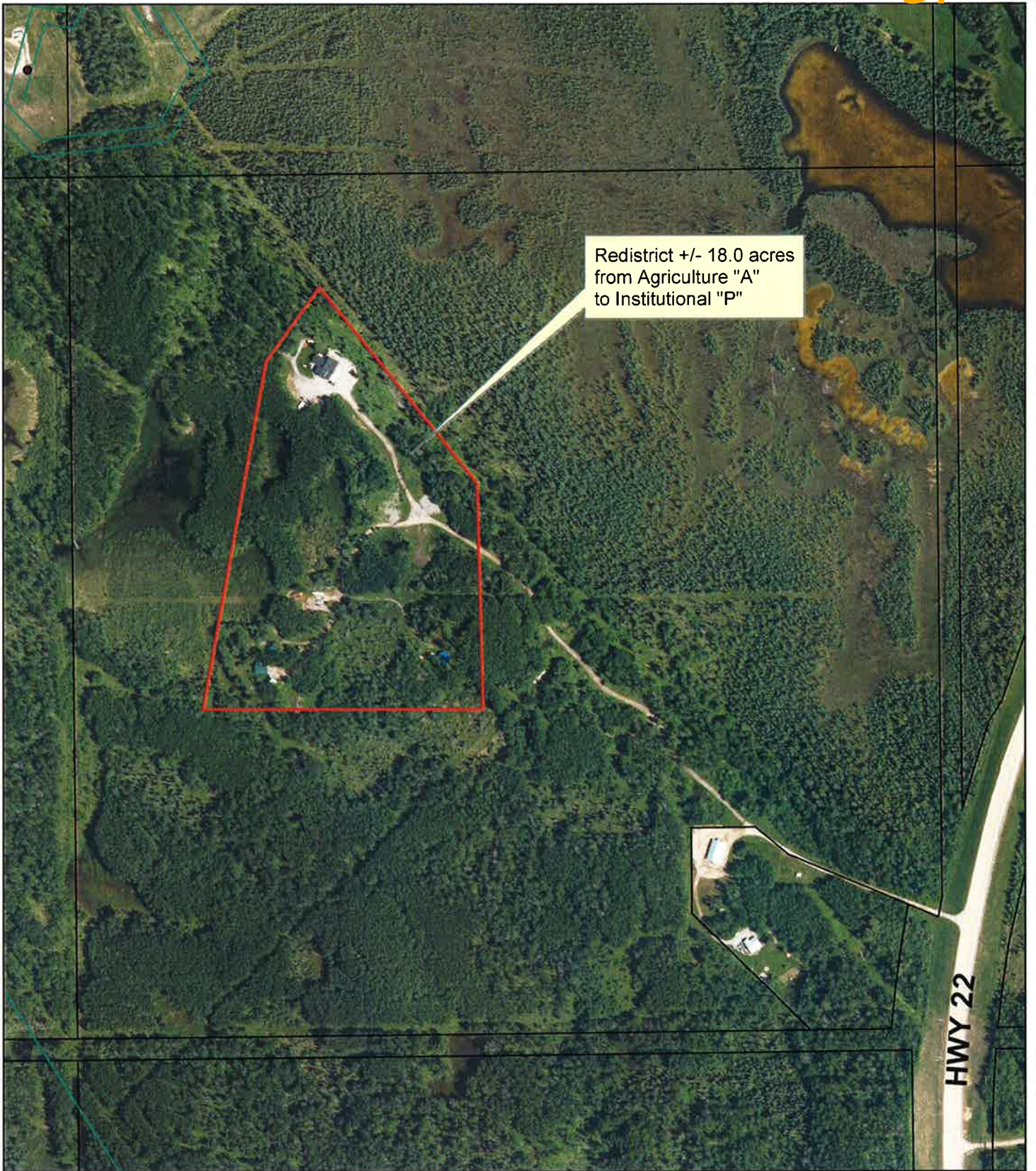
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**Application #05/14 to Amend the Land Use Bylaw**  
**Redistrict +/- 10.0 acres of a 152.61 acre parcel**  
**in SE 17-35-05 W5M**  
**From Agriculture District "A" to Institutional District "P"**  
**The Whole Life Institute**

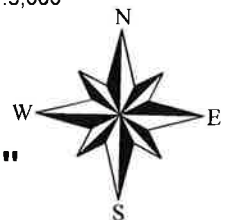




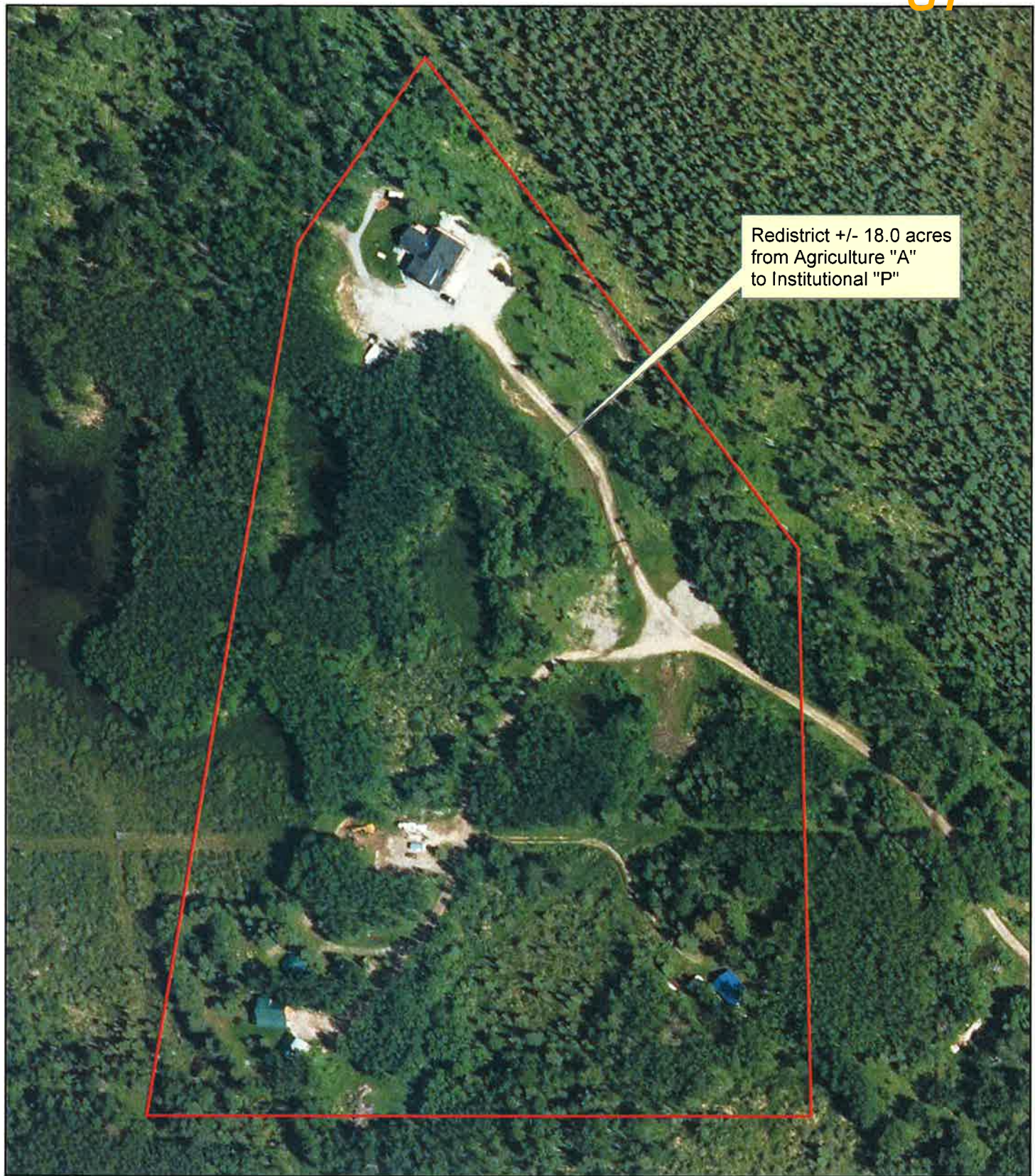


**Application #05/14 to Amend the Land Use Bylaw**  
**Redistrict +/- 18.0 acres of a 152.61 acre parcel**  
**in SE 17-35-05 W5M**  
**From Agriculture District "A" to Institutional District "P"**  
**The Whole Life Institute**

1:5,000





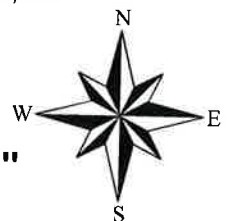


Redistrict +/- 18.0 acres from Agriculture "A" to Institutional "P"

1:2,000



**Application #05/14 to Amend the Land Use Bylaw**  
**Redistrict +/- 18.0 acres of a 152.61 acre parcel**  
**in SE 17-35-05 W5M**  
**From Agriculture District "A" to Institutional District "P"**  
**The Whole Life Institute**





# Clearwater County

## Councilor and Board Member Remuneration Statement

For the Year of ...2014.....

Name of Councilor / Board Member

*EARL GRAHAM*

### 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 \$152.00	Next 4 Hours \$121.00	Next 4 Hours \$121.00	Regular Council Meeting \$276.00	Lunch \$16.00	Milage @ \$0.54 / km
<i>July 3/14</i>	<i>4 Muni Tank Forum</i>	✓	✓				<i>185</i>
<i>July 4/14</i>	<i>FCC</i>	✓					<i>92</i>
<i>July 8/14</i>	<i>Council</i>				✓		<i>92</i>
<i>July 8/14</i>	<i>AG Society</i>			✓			<i>22</i>
<i>July 10/14</i>	<i>MPC</i>	✓	✓				<i>92</i>
<i>July 17/14</i>	<i>AER/SPOG</i>	✓	✓				<i>90</i>
<i>July 22/14</i>	<i>MTG/PA</i>	✓					<i>0</i>
<i>July 23/14</i>	<i>SPOG</i>	✓	<del>AAAA</del>				<i>90</i>

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### Remuneration Calculation

<u>6</u>	Meetings @ \$152.00=	<u>912.00</u>	<u>663</u>	Kms @ \$0.54=	<u>358.02</u>
<u>4</u>	Meetings @ \$121.00=	<u>484.00</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>1</u>	Meetings @ \$276.00=	<u>276.00</u>			
	Supervision=	<u>550.00</u>			
	<b>TOTAL=</b>	<u>2222.00</u>		<b>TOTAL=</b>	<u>358.02</u>

Signature {Councilor / Board Member}

*[Handwritten Signature]*