

CLEARWATER COUNTY COUNCIL AGENDA
April 28, 2015
9:00 A.M.
Council Chambers
4340 – 47 Avenue, Rocky Mountain House AB

9:10 A.M. Ag Services Board Report – Jody Bignell, Chair

10:00 A.M. Bylaw 1003/15 – Redistrict Ag to DC-1

11:00 A.M. Auditor’s Report: Hawkings Epp Dumont LLP, Chartered Accountants

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. April 10, 2015 Special Meeting Minutes
2. April 14, 2015 Regular Meeting Minutes

D. PUBLIC WORKS

1. Town of Rocky Mountain House, Wastewater Facility Update Q1, 2015
2. Grader Maintenance Tender Award – Grader Beat # 505

E. AG SERVICES & LANDCARE

1. 9:10 A.M. Ag Services Board Report – Jody Bignell, Chair

F. COMMUNITY & PROTECTIVE SERVICES

1. May 28 Council Spring Tour
2. 2015 Parades and Councillor Participation
3. TABLED ITEM: Aurora Community Centre Grant Request

G. PLANNING

1. 10:00 A.M. Bylaw 1003/15 – Redistrict Ag to DC-1

H. CORPORATE SERVICES

1. 11:00 A.M. Auditor’s Report Hawkings Epp Dumont LLP, Chartered Accountants
2014 Consolidated Financial Statements
2. Budget Amendment
3. 2015 Property Tax Rate Bylaw 1001/15 First Reading

I. MUNICIPAL

1. Public Notification Methods Policy
2. 2015 Minister’s Awards for Municipal Excellence

J. INFORMATION

1. CAO's Report
2. Public Works Director's Report
3. Accounts Payable Listing
4. Councillor Remuneration
5. Women's Institute Conference Request

K. ADJOURNMENT

TABLED ITEMS

<u>Date</u>	<u>Item, Reason and Status</u>
01/13/15	014/15 Motion for Tax Rate Approval STATUS: Pending Information, Corporate Services
02/10/15	050/15 Aurora Community Centre Grant Request STATUS: Pending Information and Delegation from Aurora Community Centre, Community & Protective Services
02/24/15	073/15 Invitation from Mayor's Office, Drayton Valley STATUS: Pending Information, Municipal
123/15	Request from Taxpayers Association for a delegation STATUS: Pending Information, Municipal



Agenda Item

Project: Town of Rocky Mountain House, Wastewater Facility Update Q1, 2015	
Presentation Date: April 28th, 2015	
Department: Public Works	Author: Kurt Magnus/Marshall Morton
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure	Goal: Ensure that the County operates effective and efficient water and wastewater systems that meet or exceed Provincial Requirements.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts this item as information.	
Attachment List: Wastewater Treatment and Septage Receiving Station Report	
Background: <p>As Council may recall, so as to accommodate external hauling, Clearwater County, in the year 2013, approved funding the required upgrades to the Rocky Mountain House Wastewater Treatment Facility. The two main components of the required upgrades included additional aeration and the construction of an automated receiving station.</p> <p>As part of the agreement, the Town of Rocky Mountain House is to provide quarterly reports regarding the operations of the wastewater facility. In October 2014, Kris Johnson, Director of Engineering & Operations with the Town of Rocky Mountain House, presented the last report to Council.</p> <p>As of January 1, 2015, the report no longer includes the reporting of un-ionized ammonia concentration. However, the report now includes a requirement for quarterly acute lethality monitoring which is required for wastewater systems that deposit an annual average daily effluent volume greater than 2,500 m³. In 2014, the Town deposited approximately 2,900 m³/day, therefore, this new requirement applies to our system.</p> <p>As per the current Wastewater Approval from Alberta Environment, within the next year, the Town is required to complete a Receiving Water Quality Assessment (RWQA) and a Treatment Capacity Assessment. This report must be completed by March 2016. Draft assessment reports have been prepared and are expected to be finalized by the end of the year to meet this approval deadline.</p>	



TOWN OF ROCKY MOUNTAIN HOUSE

REPORT TITLE: Wastewater Treatment & Septage Receiving Station – 2015 Q1 Update			
PRESENTER: Kris Johnson, P.Eng. Director of Engineering & Operations		FILE #: OP 2014/0026 (Wastewater Agreement)	
DEPARTMENT: Engineering & Operations		AGENDA DATE: April 21, 2015	
DISCUSSIONS:		ATTACHMENTS:	
		<ul style="list-style-type: none"> • CBOD Results - 2008 to Now • WSER FAQ – Environment Canada 	
APPROVALS:			
_____		_____	
Department Head		Date	
_____		_____	
CAO		Date	

Conformance to existing laws and Town Council Plans:

Conforms with:	Yes/No/ Partial/NA	Comments:
Bylaws/Laws/Policies	NA	
Sustainability Plan	NA	
Council Strategic Plan/Priorities	Yes	This report is a requirement as per item 11.1 of the wastewater agreement between the Town and County.
Budget/Long Term Plans	NA	
Effects on future budgets	NA	
Regional Impacts	NA	

Background/Introduction

As per item 11.1 of the Wastewater Agreement between the Town and County, “the Town will provide to the County a summary report of the lagoon operations, compliance, usage and capacity on a quarterly basis in the months of March, June, September and December.” It was mutually agreed upon that the report to council dates will occur in April, July, October and January to ensure all sample results for the quarter are received prior to reporting.

This report will focus on the wastewater treatment results measured in CBOD and the volume of bulk sewage received based on cubic metres received per month since the septage receiving station (SRS) opened on January 6, 2014.

Definitions:

- BOD (Biochemical Oxygen Demand) - The amount of oxygen needed by aerobic microorganisms to decompose all the organic matter.
- CBOD (Carbonaceous Biochemical Oxygen Demand) - The amount of oxygen required to oxidize carbon containing matter present in water. A measurement of carbon mater contained in sewage effluent.



TOWN OF ROCKY MOUNTAIN HOUSE

Analysis:

Wastewater Treatment Results

Attached is a graph showing the CBOD results from January 2008 to March 2015 for your reference. These same results are listed numerically in the table below. Note that the wastewater effluent shall have a CBOD of less than 25mg/L limit as per the Town's approval from Alberta Environment. Any results that exceeded this limit have been highlighted.

Table 1: Effluent Sample Results shown in CBOD (mg/L)

	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	AVE.
2008	15.3	28.0	41.5	27.0	21.0	14.5	16.2	10.8	7.9	6.1	12.0	14.3	17.9
2009	26.2	30.8	49.7	37.4	21.9	18.7	14.4	23.2	14.6	6.9	7.4	14.0	22.1
2010	22.4	32.9	32.5	24.7	18.4	14.7	12.4	11.3	10.7	11.5	13.3	16.4	18.4
2011	20.1	28.5	37.7	32.9	21.0	14.8	14.8	13.1	4.4	2.8	6.8	11.5	17.4
2012	13.7	19.4	12.3	15.9	17.3	9.9	14.8	12.3	8.7	4.5	8.3	13.8	12.6
2013	12.2	15.3	15.3	15.7	19.2	8.8	14.2	9.8	9.9	4.3	16.1	19.1	13.3
2014	19.1	13.9	15.7	15.7	15.3	12.0	13.2	5.5	2.6	2.7	6.2	11.7	11.1
2015	10.4	12.0	13.2										

The CBOD results continue to be some of the lowest recorded in since 2008 and are well below our approval requirement of 25 mg/L.

SRS Sewage Volumes

Wastewater volumes received to date in 2015 along with volumes from 2014 are listed below:

Table 2: Sewage Volume Received at the SRS

	Volume (m ³)	
	2014	2015
January	355.36	691.81
February	485.32	777.98
March	714.41	1,414.10
April	853.77	
May	1,308.33	
June	1,548.78	
July	2,836.72	
August	2,790.33	
September	1,378.65	
October	1827.92	
November	740.85	
December	805.24	
TOTAL	15,645.68	2,883.89



TOWN OF ROCKY MOUNTAIN HOUSE

Federal Regulations

The federal wastewater regulations, titled the Wastewater Systems Effluent Regulations (WSER), were published in June 2012. Attached a Frequently Asked Questions sheet obtained from the Environment Canada website for your information.

Since January 2013, the Town has completed the identification report and quarterly monitoring reports noting the:

- Number of days effluent was deposited
- Total volume of effluent deposited, average CBOD
- Average concentration of suspended solids
- Maximum concentration of un-ionized ammonia.

As of January 1, 2015, the reporting no longer includes reporting un-ionized ammonia concentration but now includes a requirement for quarterly acute lethality monitoring is required for wastewater systems that deposit an annual average daily effluent volume of greater than 2,500 m³. In 2014, the Town deposited approximately 2,900 m³/day, therefore this new requirement applies to our system.

Receiving Water Quality & Treatment Capacity Assessments

As per our current Wastewater Approval from Alberta Environment, which expires in March 2021, the Town is required to complete a Receiving Water Quality Assessment (RWQA) and a Treatment Capacity Assessment. The approval states these assessments must be completed with two (2) years of receiving written authorization of assessment proposal. We received authorization on March 28, 2014 and therefore must complete these assessments by March 2016. Draft assessment reports have been prepared and are expected to be finalized by the end of the year to meet this approval deadline.

Recommendation:

That Council accepts this report as information.

External Communications:

Clearwater County - for their next Council meeting on April 28, 2015



Environment Canada

[Home](#)

> [Pollution and Waste](#)

> [Acts, Regulations and Agreements](#)

> [Fisheries Act](#)

Frequently Asked Questions – *Wastewater Systems Effluent Regulations*

The Frequently Asked Questions (FAQs) below are meant to provide Canadians and businesses with basic information about Environment Canada's regulations. The *Wastewater Systems Effluent Regulations* are among Environment Canada's most frequently accessed regulations on the Web.

Wastewater Systems Effluent Regulations

1. [What is the purpose of these regulations?](#)
2. [What are the key elements of these regulations?](#)
3. [How do these regulations affect Canadian businesses?](#)
4. [What is the timeline for implementation?](#)
5. [Where can I get more information?](#)

1. What is the purpose of these regulations?

The *Wastewater Systems Effluent Regulations* (the Regulations) address the largest point source of pollution in Canadian waters. The purpose of the Regulations is to reduce the threats to fish, fish habitat and human health from fish consumption by decreasing the level of deleterious substances deposited into waters frequented by fish, from wastewater effluent.

The Regulations also implement a federal commitment under the Canadian Council of Ministers of the Environment Canada-wide Strategy for the Management of Municipal Wastewater Effluent.

2. What are the key elements of these regulations?

The Regulations set national effluent quality standards that are achievable through secondary wastewater treatment. Wastewater systems that do not meet the effluent quality standards must upgrade to secondary treatment. This will need to be done within the timeline determined for each system. Approximately 25% of the wastewater systems across Canada require upgrades under the Regulations.

All wastewater system owners or operators subject to the Regulations are required to monitor, record information and submit reports on effluent quality and quantity. The Regulations specify the type of sample to be collected and minimum sampling frequencies, based on the type and size of wastewater system. Systems that deposit larger annual average daily volumes of effluent are required to monitor more frequently than those with smaller volumes. Owners or operators of wastewater systems may be required to install, maintain and calibrate monitoring equipment.

The Regulations also require owners and operators of wastewater systems with combined sewers to record information on the quantity and frequency of effluent discharged and to submit annual reports.

3. How do these regulations affect Canadian businesses?

The Regulations apply to owners and operators of wastewater systems that collect, or are designed to collect, 100 cubic metres or more of influent per day and that discharge to surface water.

As municipalities own and operate the majority of wastewater systems in Canada, the Regulations do not directly affect most Canadian businesses. Wastewater systems are also owned and operated by provinces, territories, federal departments, agencies, First Nations communities and other entities.

4. What is the timeline for implementation?

The *Wastewater Systems Effluent Regulations*, made under the authority of the *Fisheries Act*, came into force on June 29, 2012, through a phased approach. Owners and operators of wastewater systems that are subject to the Regulations need to achieve the effluent quality standards, indicative of secondary wastewater treatment, by January 1, 2015. Those not meeting the standards need

a transitional authorization and will have until the end of 2020, 2030 or 2040 to upgrade, depending on the level of risk associated with their wastewater effluent and the sensitivity of the receiving environment.

5. Where can I get more information?

More information can be found on Environment Canada's [Wastewater website](#)

or by contacting:

Environment Canada
Environmental Stewardship Branch
Industrial Sectors Directorate
Wastewater Program
351 St. Joseph Boulevard, 18th Floor
Gatineau QC K1A 0H3
Email: ww-cu@ec.gc.ca
Tel.: 819-420-7727
Fax: 819-420-7382

This document is intended to provide contextual information on the *Wastewater Systems Effluent Regulations*. It does not replace the *Fisheries Act* or the *Wastewater Systems Effluent Regulations*. In the event of any inconsistencies, the *Fisheries Act* and the *Wastewater Systems Effluent Regulations* shall prevail.

For more information

- [The Cabinet Directive on Regulatory Management](#)
- [The Red Tape Reduction Action Plan](#)
- [The Canada-United States Regulatory Cooperation Council](#)

To learn about upcoming or ongoing consultations on proposed federal regulations, visit the [Canada Gazette](#) and [Consulting with Canadians](#) websites.

Date Modified: 2015-01-05



Agenda Item

Project: Grader Maintenance Tender Award – Grader Beat # 505	
Presentation Date: April 28th, 2015	
Department: Public Works	Author: Kurt Magnus/Marshall Morton
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council reviews the information and approves awarding the Grader Beat # 505 contract to 821367 Alberta Ltd.	
Attachments List: N/A	

Background:

Administration has tendered the proposed maintenance of Grader Beat # 505. This program is to begin on May 1st, 2015, (five year contract) and entails the maintenance of approximately 169 km of gravel road.

A tender opening was held on Tuesday, April 21st, 2015, at 2:01 p.m. for the work outlined above. Seven bids were received with **821367 Alberta Ltd.** being the low valid bidder. The following is a summary of the tenders received.

<u>Contractor</u>	<u>Cost per hour</u>
821367 Alberta Ltd.	\$85.90
Ogopogo Graders Ltd.	\$89.90
Double M Grader Service	\$91.05
Waster/Craig Dryland	\$110.00
T Morin Contracting Ltd.	\$115.00
Pidherneys Inc.	\$120.00
Luke Willows Contracting	\$135.00



Agenda Item

Project: ASB Report	
Presentation Date: April 28th	
Department: Ag Services and Landcare	Author: Matt Martinson
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area : Quality of Life	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That council considers the following as information	
<p>Background:</p> <p>The Agricultural Service Board is pleased to have recently participated in Councils Strategic plan process. The ASB has long recognized and appreciated the support and resources Council provides for administering agricultural and environmental programs and the enforcement of agricultural legislation.</p> <p><u>2015 work plan</u></p> <p>The ASB has once again directed the Ag department to develop a very busy work plan for 2015. Similar levels of service will be delivered in most areas of the department to the 2014 season with the exception of a few program areas where service levels have increased and are reflected in the 2015 budget.</p> <p>Roadside Mowing</p> <p>The board expects to recommend a new mowing policy to council very soon.</p> <p>Spraying the western district of the county</p> <p>With the addition of a second ATV spraying unit this season the board has directed staff to increase the amount of spraying done on west country roads both provincial and county.</p> <p>Century Farm Awards</p>	

The board and staff have given out several Century Farm awards with very positive feedback from the community for this new program. The board will be approving more applicants throughout 2015

NSWA Head waters Alliance.

The board continues to see value in working closely with WPAC organizations this helps to bring awareness to our efforts in Environmental Stewardship as well as a valuable opportunity to further these efforts by cooperating and learning from these organizations.

Clubroot

With the introduction of clubroot disease of canola into our county our pest staff will be working closely with producers found to have the disease on their land. Our goal will still be to further stop the spread into this county along with managing the current infestations.

Commodity Sales

During the budget process the board asked administration to evaluate the commodity sales program to ensure that we are setting retail prices appropriately. The board recently discussed staffs evaluation of the program and set the prices for 2015 season.

Long Term Considerations and Challenges

Weed and Pest Act Review

We understand that the Pest and Weed act may be up for review in the next few years. This board will certainly want to provide input into that process. We believe we should be in a good position to influence the process with Councilor Duncans position with the provincial ASB and our director's position on the Alberta Weed Regulatory Advisory Committee.

AG Plastics

The Lack of any Ag plastics recycling programs continues to be an issue that concerns the Ag. Community and our board. We continue to lobby for provincial leadership.

Clubroot

We believe that we will need to increase our focus on this pest for at least a few years to continue to protect local canola growers. Increased resources may be requested from council in the future especially for lab services and sanitation materials/tools.

ASB Strategic Plan and Annual Report.

We have provided council with our integrated strategic plan and annual report. This document is important to the board as it ties together our strategic plan with our yearly outcomes. It is also an important component of our required grant reporting documents.



Agenda Item

Project: Information Item – Facilities Tour May 28, 2015	
Presentation Date: April 28, 2015	
Department: Community and Protective Services	Author: Ted Hickey / Cammie Laird
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Objective 3.2 Create a safer community through building a sense of belonging and community pride.	Goal: 3.2.2 Continue to support the Clearwater Regional Fire Rescue Services in fulfilling the County’s legislated responsibilities in regard to fire prevention, suppression and training and will rely principally on volunteer firefighters for the provision of fire department related emergency services.
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Strategic Plan 2015 - 2018	
Recommendation: 1. That Council authorize all Councillors to attend a County facilities tour on May 28, 2015.	
Attachments List:	

Background:

Council has indicated a desire to visit and review facilities in Leslieville, Condor, and Caroline that include fire halls and public works assets.

An electronic appointment request has been distributed to all Councilors for availability on May 28, 2015 with a departure time of 9:00 AM from the County Administration Building.



Agenda Item

Project: 2015 Parades and Councillor Participation	
Presentation Date: April 28, 2015	
Department: CPS	Author: Ted Hickey
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Land & Economic Development	Goal: The County will develop an economic development plan which supports and promotes industry, business and agri-business and tourism opportunities in the County.
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>'Council and Board Reimbursement Policy'</u>	
Recommendation: That Council indicates to staff which parades to pursue participating in and which determine Council members that will attend parades upon confirmation of entry of the Clearwater County's Float.	
Attachments List: 2015 Parades Within Central Alberta	

Background:

Staff is seeking Council's direction as to which Councillors will be able to attend the events and participate in parades through the riding on the County Parade Float.

Staff time on the Saturday is estimated at four hours, and eight hours of staff time will likely be required to decorate the float.

2015 Parades

Town/City	Application	Date	Councilor(s)
Caroline	No	Saturday, May 16, 2015	
Rocky Mountain House	No	Saturday, June 06, 2015	
Ponoka	Yes	Friday, June 26, 2015	
Red Deer	Yes	Wednesday, July 15, 2015	
Lacombe	Unknown at this time	Saturday, July 25, 2015	
Bentley	No	Thursday, August 06, 2015	



Agenda Item

Project: TABLED ITEM: Aurora Community Centre Grant Request	
Presentation Date: April 28, 2015	
Department: Community and Protective Services	Author: Ted Hickey/Whitney Wedman
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>“Capital Grant funding for Community Halls/Associations” Policy</u>	
Recommendation: <ol style="list-style-type: none">1. That Council approve an amount of \$5,000.00 funding for the Aurora Community Center, from the Community Hall/Association Capital Grant, to be used towards the discussed projects on February 10, 2015. Approval of the \$5,000.00 will reach the 2015 annual approved budget limit for Community Hall Grant funding of \$35,000.00.2. Council may wish to consider approval of additional funding to meet the total request from the Aurora Community Centre. (Additional maximum sought of \$8,574.81 that is over the approved 2015 budget).	
Attachments List: <ol style="list-style-type: none">1. Council Agenda Item E1 – February 10, 2015 Aurora Community Centre Grant Application and Aurora Community Centre 2013 Account Information.2. Aurora Community Centre Financial Statement (March 1, 2014 – February 28, 2015)	

Background:

Aurora Community Center had submitted a request for funding through Council’s 2015 Community Halls/Association Capital Grant. On February 10, 2015 this item was presented to Council.

A request for additional information was made from Council and is attached. (Aurora Community Centre Financial Statement (March 1, 2014 – February 28, 2015)

Council’s “Capital Grant funding for Community Halls/Associations” policy states:



“On approved projects the County will generally provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, material, labour, donated equipment, or other “gifts-in-kind”. County funding will generally not exceed \$15,000.00 per project.”

Council allocated \$35,000.00 towards the 2015 capital grant fund. Currently \$30,000 has been accessed. The request falls within the guidelines laid out in policy, staff recommend that Council approve the requested funding to a maximum of \$5,000.00. Should Council wish to do so, \$ 0.00 would remain in the 2015 grant budget.

Council may wish to consider approval of additional funding to meet a part of or the total request from the Aurora Community Centre. (Additional maximum sought of \$8,574.81 that is over the approved 2015 budget). Upon direction of Council, funding may be accessed through use of operational contingency funds.



Agenda Item

Project: Aurora Community Centre Grant Request	
Presentation Date: February 10, 2015	
Department: Community and Protective Services	Author: Ted Hickey/Whitney Wedman
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>“Capital Grant funding for Community Halls/Associations” Policy</u>	
Recommendation: 1. That Council approve \$13,574.81 funding for the Aurora Community Center, from the Community Hall/Association Capital Grant, to be used towards the discussed projects.	
Attachments List: Aurora Community Centre Grant Application and Aurora Community Centre 2013 Account Information	

Background:

Aurora Community Center has submitted a request for funding through Council's 2015 Community Halls/Association Capital Grant. A copy of the request has been attached for your information, as well as a copy of the existing policy.

Hall representatives note that the hall is currently undergoing construction for the previous 2013/2014 expansion. An indoor washroom and kitchen have been added, however additional funding is required to complete the plumbing in both amenities. Further projects include flooring, doors, cupboards, kitchen sink, baseboard trim, wheelchair ramp and outdoor electrical. Due to the construction certain rental inquiries have been turned down for the past three years. The completion of the hall construction will be an enormous benefit to the community and to the hall's sustainability.

The estimated cost for the projected construction is \$32,400.00. The hall is anticipating that they will be able to fund \$18,825.19 of the project costs and is requesting 13,574.81 to cover the remainder.



Council's "Capital Grant funding for Community Halls/Associations" policy states:

"On approved projects the County will generally provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, material, labour, donated equipment, or other "gifts-in-kind". County funding will generally not exceed \$15,000.00 per project."

Council allocated \$35,000.00 towards the 2015 capital grant fund. It has not yet been accessed. The request falls within the guidelines laid out in policy, staff recommend that Council approve the requested funding. Should Council wish to do so, \$21,425.19 would remain in the 2015 grant budget.

Jan. 20, 2015.



APPENDIX "A"
CLEARWATER COUNTY CAPITAL GRANT FOR COMMUNITY HALLS / ASSOCIATIONS

SECTION 1 - APPLICANT INFORMATION:

Group name: Aurora Community Centre
 Contact name: Tracey Gardner
 Mailing address: RR 4, Rimbey, Ab.
TOC 250
 Contact number: (403) 729-2638 (403) 963-2018 Contact e-mail: tgardner2009@hotmail.com

SECTION 2 - PROJECT DESCRIPTION:

Proposed project:
 (Please describe the planned capital project in detail, including the work that will be completed and how it will be of benefit to your group/the community. Refer to section 4 of the capital grant policy for information on what is considered an eligible capital project.)
 We have built our addition onto the hall and are still under construction. We have new people moving into the community all the time with young families so interest is still very much here! We are still in need of funding to finish plumbing in bathrooms + kitchen. This will be a huge benefit to our seniors + young mothers. Other projects are: flooring, doors, cupboards + sink for kitchen, trim + baseboards, completion of plumbing, shelving, + painting on the inside. Outside projects are some electrical, landing + steps for back + side of hall as well as wheelchair ramps.

Project Timeline:
 (Please include the estimated start and finish dates for the proposed project)
 Estimated start date: in progress Now
 Estimated date of completion: hopefully for Summer of 2015.

SECTION 3 – FINANCIAL INFORMATION

Project Expenses:

(Please include an itemized accounting of all estimated project costs, including materials and labour. Attach quotes wherever possible.)

ITEM	COST
We have put this on hold until we know we can secure future funding	
estimated cost for projects listed in Section 2 will be approximately	
TOTAL ESTIMATED PROJECT COST:	\$32,400.00

Available Funding:

(Please include an itemized accounting of all estimated sources of funding for the project, and how much funding each source is providing. This includes items such as monetary donations, donated labour/materials. **Do not** include the funding that you are requesting through this grant.)

ITEM	COST
Community Acct	15285.56
Casino Acct	539.63
estimated return for working Casino in 2015 (will get cheque in 2016)	(20000.00)
donated labour by some Community members (10 people) @ 20 hours each x 15.00 per hour	3000.00
TOTAL AVAILABLE FUNDING:	\$18,825.19

not included in total as we have not done this yet.

(please use the following valuations for volunteers and donations: unskilled labour – up to \$15/hour, skilled labour – up to \$30/hour, donated materials – fair market value, donated heavy equipment (including operator costs) – up to \$60/hour)

Grant Funding Requested:

(The amount you are requesting through this grant should equal the difference between the estimated project expenses and the funding that you currently have available, which is noted above. As noted in Clearwater County's capital grant policy, this grant does not generally fund more than 50% of the total project expenses, nor does grant funding typically exceed more than \$15,000.00 per project)

$$\underline{32,400.00} \quad (\text{minus}) \quad \underline{18,825.19} \quad (\text{equals}) \quad \underline{13,574.81} \quad \text{GRANT FUNDING REQUESTED}$$

SECTION 4 – BACKGROUND INFORMATION

Previous Grant Funding:

Have you previously received capital grant funding from Clearwater County?

Yes No

(if you answered "yes", please provide the details below)

PROJECT	FUNDING RECEIVED	DATE
building addition	15000.00	2013
building	15000.00	2014

Other Funders Approached:

(Clearwater County is to be considered a "funder of last resort". Please provide information around other potential sources of funding approached prior to this application being submitted.)

FUNDER APPROACHED	OUTCOME
oil companies	
Bonavista	2000.00
Conoco Phillips	7500.00
Talisman	10,000.00

Other Information:

(Please be sure to also include the information on the following checklist. Please note that your funding application may not be reviewed until you have submitted all of the requested information)

- Financial statements, including annual operating costs and annual revenues, for the past three years *when year end comes I will have report for you*
- Record of hall/group activity (such as booking information) for the past three years *none as we were under construction*
- A five year plan outlining the group's plan to ensure ongoing sustainability in the coming years
- Quotes for any project expenses *(estimates for now)*

SECTION 5 - SIGNATURE

(Please ensure that this section is signed by an authorized representative for your organization)

On behalf of Aurora Community Centre I agree that, should Clearwater County provide capital grant funding:

- 1) The funds will only be used for the project outlined in this application
- 2) An accounting of the funding will be provided to Clearwater County within 60 days of project completion.

Tracey Gardner
Name

[Signature]
Signature

Jan. 20/15
Date

Our past three years, we have done very little besides Community Work Bees + some skating, due to the construction going on in the hall.

Our 5 yr. plan consists of Community Events such as - wedding - Baby Showers Potluck Suppers Cake/Pie Walks Christmas Concert Funerals Family Reunions Community Camp Outs + BBQ's! Skating

We have had to turn down Rentals due to the fact that we are still under construction. Some of these included a Music Concert for Families (Band from Inverness) reunions, Christmas Concerts + Showers. Thanks for your time + consideration
Gardner.

Aurora Community Centre
Community Acct.
March 1, 2011 - February 29, 2012

F3

Pg 1 of 1

Date	Particulars	Cheque #	Debit	Credit	Balance
Mar. 1	Opening Balance				11,072.64
Mar. 31	Interest			.05	11,072.69
Apr. 20	Deposit (Rec Board)			500.00	11,572.69
Apr. 30	Interest			.05	11,572.74
May 13	supplies + decorations	#310	30.46		11,542.28
May 31	Interest			.07	11,542.35
June 22	Deposit (Rec Board)			2000.00	13,542.35
June 30	Interest			.09	13,542.44
July 31	Interest			.15	13,542.59
Aug. 31	Interest			.15	13,542.74
Sept. 30	Flower Gallery (Jims mom)	#311	52.50		13,490.24
Oct. 5	Interest			.15	13,490.39
Oct. 27	Western Star (advertising)	#312	48.30		13,442.09
Oct. 31	Interest			.15	13,442.24
Nov. 30	Interest			.14	13,442.38
Dec. 5	Pharmasave (candy bags)	#313	94.69		13,347.69
Dec. 5	Pharmasave (door prizes)	#314	102.04		13,245.65
Dec. 31	Interest			.14	13,245.79
Jan. 31	Interest			.14	13,245.93
Feb. 29	Interest			.14	13,246.07

Audited by
Dafos Mannix
Dafos Mannix
March 25, 2012

Aurora Community Centre
Casino Acct.
March 1 - Feb 28 2013

Date	Particulars	chgt#	debit	credit	balance
Mar 1					7509.13
Mar 20	Epcor		327.57		7181.56
Mar 31	Fee		1.60		7179.96
Mar 31	Monthly Fee		8.00		7171.96
Apr 10	Scott Paradis (playground set)	56	600.00		6571.96
Apr 26	Epcor	57	324.57		6247.39
Apr 30	Fees		10.40		6236.99
May 11	Home Hardware (brushes > stain)	58	48.80		6188.19
May 31	Fees		8.80		6179.39
June 4	Home Hardware Stain	59	56.11		6123.28
June 30	Fees		8.80		6114.48
July 13	(Blindman Valley) Propane	61	461.28		5653.20
July 5	Phil Smith (wiring lights)	60	152.25		5500.95
July 31	Fees		9.60		5491.35
Aug 31	Fees		8.00		5483.35
Sept 30	Fees		8.00		5475.35
Oct 15	Casino Deposit			2055.00	7530.35
Oct 10	Brenda Grande (advisor)	63	815.00		6715.35
Oct 10	Dan McKenna (advisor)	64	815.00		5900.35
Oct 10	lucky's kitchen (food casino)	65	680.25		5220.10
Oct 18	Epcor	66	161.12		5058.98
Oct 21	Clearwater County (insurance)	68	395.81		4663.17
Oct 31	Fees		15.20		4647.97
Nov 30	fees		8.00		4639.97
Dec 31	fees		8.00		4631.97
Jan 31	fees		8.00		4623.97
Feb 20	Epcor	69	241.01		4382.96
Feb 21	Blindman Valley (propane)	70	623.30		3759.66
Feb 28	Fees		9.60		3750.06

Audited by Gene Hollingsworth
Gene Hollingsworth
April 9, 2013.

Aurora Community Centre Casino Account

F3
199.2

Date	Particulars	Cheque #	Debit	Credit	Balance
Nov. 17	Phil Smith Electrical	# 49	119.70		8,266.43
Nov. 30	transaction fee (ATB)		2.40		8,264.03
Nov. 30	flat fee (ATB)		8.00		8,256.03
Dec. 31	flat fee (ATB)		8.00		8,248.03
Jan. 23	Blindman Valley Propane	Σ # 53	592.46		7,655.57
Jan. 23	Epcor	{ # 53	124.74		7,530.83
Jan. 31	transaction fee (ATB)		5.70		7,525.13
Jan. 31	flat fee (ATB)		8.00		7,517.13
Feb. 28	Epcor	* 54	224.12		7,293.01
Feb. 29	transaction fee (ATB)		.80		7,292.21
Feb. 29	flat fee (ATB)		8.00		7,284.21
	<u>outstanding</u>				
	Phil Smith Electrical	# 55	152.55		

Aurora Community Centre Casino Account

March 1, 2011 - February 29, 2012

Date	Particulars	Chg #	Debit	Credit	Balance
Mar. 1	Opening Balance				22,688.13
Mar. 20	Epcor		46.16		22,641.97
Mar. 30	flat fee (ATB)		8.00		22,633.97
Apr. 20	Epcor	# 36	50.92		22,583.05
Apr. 30	transaction fee (ATB)		.80		22,582.25
Apr. 30	flat fee (ATB)		8.00		22,574.25
May 31	flat fee (ATB)		8.00		22,566.25
June 3	Home Building Ctr.	# 39	2120.64		20,445.61
June 3	Rimber Co op	# 38	325.42		20,120.19
June 7	Rocky Group	# 40	112.45		20,007.74
June 10	Kenroc Building Materials	# 41	603.75		19,403.99
June 15	(Gena) Rimber Co op (paint supplies)	# 37	249.90		19,154.09
June 20	Rimber Builders	# 42	886.42		18,267.67
June 21	Harriman lumber	# 43	1110.90		17,156.77
June 22	Epcor	# 45	63.49		17,093.28
June 24	Travis Pike ^{camp kitchen} ramp + step	# 46	6112.48		10,980.80
June 27	James Smith ^{drywall}	# 47	1575.00		9,405.80
June 30	transaction fee (ATB)		8.00		9,397.80
June 30	flat fee (ATB)		8.00		9,389.80
July 18	Wild West Farms (lumber)	# 44	368.71		9,021.09
July 31	transaction fee (ATB)		.80		9,020.29
July 31	flat fee (ATB)		8.00		9,012.29
Aug 25	Epcor	# 48	167.58		8,844.71
Aug 31	transaction fee (ATB)		.80		8,843.91
Aug 31	flat fee (ATB)		8.00		8,835.91
Sept. 30	flat fee (ATB)		8.00		8,827.91
Oct 31	flat fee ATB		8.00		8,819.91
Nov. 14	Epcor	# 50	96.97		8,722.94
Nov 16	Clearwater County Insurance	# 51	336.81		8,386.13

Community Acct.

F3

pg 2

<u>Date</u>	<u>Particulars</u>	<u>chg#</u>	<u>debit</u>	<u>credit</u>	<u>balance</u>
Jan 10	Pharmasave (cards + 2013 Xmas prizes)	332	97.69		12 738.39
Jan. 31	interest			.12	12 738.51
Feb. 21	wife Kerkowski (snow blower) parts	333	322.37		12 416.14
Feb. 20	Western Star (advertising)	334	120.16		12 295.98
Feb. 20	Hollys Greenhouse (Lawrence May)	335	100.00		12 195.98
Feb. 28	interest			.09	12 196.07
	sum total		3551.38	2501.39	

outstanding
Feb. 20 337 \$50.00
Jill Juntis Dad.

Audited By Gena Hollingsworth
Gena Hollingsworth
April 9, 2013.

Aurora Community Centre
Community Acct
March 1, 2012 - February 28, 2013

<u>Date</u>	<u>Particulars</u>	<u>Chq#</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Mar. 1	Balance forward				13,246.06
Mar. 7	Western star (advertising)	315	88.20		13,157.86
Mar. 20	DTHS Rec. (skating rink)			500.00	13,657.86
Mar. 26	(Canadian Tire) (gift card (benard))	316	100.00		13,557.86
Mar. 31	interest			.14	13,558.00
Mar. 28	(Hewitts mom) Blooms	317	52.50		13,505.50
Apr. 26	Home Hardware (paint, stain etc.)	318	170.16		13,335.34
Apr. 30	interest			.14	13,335.48
Apr. 27	Co-op (cleaning + bbq for picnic table)	319	116.60		13,218.88
May 31	interest			.14	13,219.02
June 30	interest			.13	13,219.15
July 31	interest			.14	13,219.29
Aug 2	Western Star (shower advertising)	320	206.68		13,012.61
Aug 10	Picnic tables	321	360.00		12,652.61
Aug. 28	Co-op (mail supplies)	322	149.22		12,503.39
Aug 31	interest			.12	12,503.51
Sept. 30	interest			.10	12,503.61
Oct. 31	interest			.11	12,503.72
Nov. 7	Tracey Gardner (Co-op) (picnic supplies)	327	163.55		12,340.17
Nov. 7	Jim Carroll (Can-Tire) cups, bug spray, mat, blooms, vacuum,	328	442.24		11,897.93
Sep. 27	Jim Carroll (Rec. Canadian) (plates, cups etc.)	323	416.85		11,481.08
Nov. 23	Tracey Gardner (door prizes candy decorations)	329	250.50		11,230.58
Nov. 30	interest			.08	11,230.66
Dec. 20	Epcor	330	243.47		10,987.19
Dec 20	DTHS Rec. Board 2000.00			2000.00	12,987.19
Dec 30	interest			.08	12,987.27
Dec. 31	fee		.80		12,986.47
Dec 31	Rocky Co-op (New Years Party)	331	150.39		12,836.08

Year of 2013

Aurora Community Centre
Casino Acct
Mar. 1, 2013 - Feb. 28, 2014.

F3

Pg 2

<u>Date</u>	<u>Particulars</u>	<u>chg#</u>	<u>debit</u>	<u>credit</u>	<u>Balance</u>
					29560.40
Nov. 21	Blind man Vatich (Propane)	# 77	587.67		28972.73
Nov 21	Epcor (power)	# 78	213.95		28758.78
Nov. 30	bank fees		15.00		28743.78
Dec. 31	bank fee		8.00		28735.78
Jan 16	Clearwater County (insurance)	# 79	482.23		28,253.55
Jan. 31	bank fees		8.90		28244.65
Feb. 28	bank fees		8.00		28236.65

Audited by L. Hewitt
March 8/14

Year end
2013Aurora Community Centre
Casino Acct
March 1, 2013 - Feb. 28, 2014

Pg 1

<u>Date</u>	<u>Particulars</u>	<u>chg#</u>	<u>debit</u>	<u>credit</u>	<u>balance</u>
					3749.46
Mar. 1	Alberta liquor Gaming (casino)			26912.00	30661.46
Mar. 31	bank fee		8.00		30653.46
Apr. 30	bank fee		8.00		30645.46
May 16	Eproc (power) # 72		166.28		30479.18
May 31	bank fee		8.80		30470.38
June 30	bank fee		8.00		30462.38
July 18	Eproc (power) # 73		249.50		30212.88
July 18	BVP Expense (cheating)		238.58		29974.30
July 31	bank fee		12.80		29961.50
Aug 28	Westin Star (advertising) # 74		90.30		29871.20
Aug. 31	bank fees		8.80		29862.40
Sep. 30	bank fees		8.00		29854.40
Oct. 31	bank fees		8.00		29846.40
Nov. 13	Superior Safety (low voltage permits) # 75		286.00		29560.40

for 2013.

Community Acct
Jan 1 - Feb 28, 2014

F3
pg. 2

<u>Particulars</u>	<u>Chq#</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Dec 10 Donavida (donation)			1,000.00	28494.93
Dec 31 interest			.76	28495.69
Jan 31 Hay Shakers (garbage)	340	1595.45		26900.24
Jan 31 interest			.79	26901.03
Feb 28 interest			.65	26901.68
Feb 14 Epcor (power)	341	230.75		26670.93

Rent for Hall

Audited by J. Hurtt
March 8/14

- \$ 50.00 - 1st month
- \$ 75.00 - 1st month
- \$ 50.00 - 5th month
- \$ 25.00 - 1st month

\$ 200.00 not deposited due to some
increase in energy cost community.

for
2013

Aurora Community Centre
Community Acct
Mar-1 - Feb-28, 2014

F3
P31

<u>Particulars</u>	<u>Chg[#]</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
Mar-1 Balance Forward -				12196.07
Clearwater County 15000.00 a/c			15000.00	27196.07
donation for books			100.00	27296.07
Apr 5 ²⁰¹³ Dof St Store (shower supplies)	336	103.69		27192.38
Mar-31 (interest)			.74	27193.12
Apr 4 Thompson Exploration (rental fee)			300.00	27493.12
Apr-30 interest			.72	27493.84
June 7 Doreen B... (b...)	338	504.00		26989.84
Mar-31 interest			.74	26990.58
Jun-30 interest			.70	26991.28
June 8 DT Rock...			500.00	27491.28
July 31 interest			.73	27492.01
Aug 31 interest			.74	27492.75
Sept-30 interest			.72	27493.47
Oct 31 interest			.74	27494.21
Nov 30 interest			.72	27494.93

2014

Aurora Community Account Mar. 1, 2014 - Feb. 28, 2015

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Mar. 1	Balance Forward		216 639.49
Mar 31	interest	credit -71	26640.20
Apr. 30	interest	credit -68	26640.88
May 5	Clearwater County	credit 15000.00	41640.88
May 5	Blindman Valley (propane) #0343	1586.27	40054.61
May 5	Epcor (power) #0342	75.96	39978.65
May 30	Rimbeey Builders #0344	(supplies) plastic, insulation 626.61	39352.04
May 31	interest	1.18	39353.22
June 4	Phil Smith (electrical) #0347	3675.00	35678.22
June 4	Dolman Construction (building) #0346	15446.76	20231.46
June 30	interest	1.14	20232.60
July 31	interest	-82	20233.42
Aug. 22	Western Star (advertising) #0348	152.25	20081.17
Aug. 22	Custom (Ewestrough) #0349	768.60	19312.57
Aug. 26	Conoco Jim, Rec.	8750.00	28062.57
Aug. 31	interest	.49	28063.06
Sept. 30	interest	.75	28063.81
Oct. 6	Bradley Duguid (Drywalling) #0350	10263.75	17800.06
Oct. 31	interest	.43	17800.49
Oct. 31	Vans Concrete (septic) #0351	5653.20	12147.29
Nov. 3	Toralfirma TAKISMAN	10000.00	22147.29
Nov. 3	Loyds Excavating (digging septic) #0353	1575.00	20572.29
Nov 3	Phil Smith (electrical) #0352	2310.00	18262.29
Nov 10	Alken Basin (plumbing etc.) #0354	2100.00	16162.29
Nov. 30	interest	.52	16162.81
Dec.	Bona Vista	1000.00	17162.81
Dec. 31	interest	.29	17163.10

continued on page 2.

for 2014

Aurora Community Account

		balance	17163.10
Jan. 20	Blandman Valley (propane) #0355	876.93	16286.17
Jan. 25	Jim Carroll (flooring) #0356	964.18	15321.99
Jan. 31	interest	.29	15322.28
Feb. 28	interest	.22	15322.50

Balance totals for
2014.
Kudner.

Audited by J. Hewitt April 6, 2015



Agenda Item

Project: 1st Reading of Bylaw 1003/15 for Application No. 02/15 to amend the Land Use Bylaw Delegation	
Presentation Date: April 28, 2015	
Department: Planning	Author: Marilyn Sanders
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: N/A	Goal: N/A
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Municipal Development Plan (2010) & Land Use Bylaw</u>	
Recommendation: Consider granting 1st reading of Bylaw 1003/15 and proceeding to a public hearing	
Attachments List: Application to Amend Land Use Bylaw, Applicants Package, Bylaw 1003/15 with Schedule "A" <i>DRAFT</i> Direct Control District One – DC-1 and Schedule "B" location map, Aerial Photo	

Background:

Douglas Bolin operating as Rainy Creek Powersports Ltd. has applied for the redistricting of 9.21 acres of land lying at the southeast corner of SE 06-39-04-W5M. This redistricting application is combined with Subdivision Application 21/3379 and is for the purpose of creating separate title to allow the development and location of an existing Polaris ATV/Snowmobile dealership at this location. The land is held in title by Daryl and Penni Loughheed and is the subject of a sale agreement.

The subject lands are located on the same quarter section as a portion of the Hamlet of Condor, being at the Condor Corner adjacent to Hwy 11 and the Condor Road (Range Road 4-5). The hamlet development is at the northeast corner of the quarter section. A first parcel out subdivision was created along the south boundary of the quarter section and will be immediately adjacent to the west side of the proposed lot.

The remainder of the quarter section, being 144.83 acres in size, is within the Agricultural District "A" of the Land Use Bylaw. This proposal would see the 9.21 acres redistricted from Agricultural District "A" to Direct Control District One – "DC-1". The proposed site is vacant agricultural land. Rainy Creek Powersports Ltd. currently operates from a location in the Town of Eckville. Their proposal is to develop a retail facility complete with cold storage building for the sales and service of all terrain vehicles, snowmobiles and

motorcycles. The intent is to move their existing business and have room for future growth.

The applicants have been in discussion with Alberta Transportation with regard to setbacks and construction requirements from Hwy 11. Access to the site would be from the Condor Road and will require Clearwater County approval.

The subject lands are comprised of loam soils with a flat topography containing low spots with minimal water accumulation. The balance of the lands in title being primarily comprised of open fields with pockets of tree cover and low areas with a seasonal drainage running from the northwest to south central through the balance.

Planning Direction:

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

The MDP provides eight guiding principles, three of which are:

3. *"The location, intensity, scale and design of new development should be compatible with the capacity of the site and adjacent land uses.*
5. *It is important to provide for a balanced mix of economic activities that contribute to a vital and active resident population.*
6. *Enhance existing hamlets as community focal points by encouraging and providing opportunities for locally appropriate residential and economic expansion."*

4. MDP Policies Concerning Subdivision and Development on Agricultural Land

MDP Policy 4.2.1

Clearwater County shall consider agriculture as the primary land use within the County. However, subject to Policy 4.2.4 non-agricultural land uses may be allowed.

MDP Policy 4.2.4

In evaluating development proposals that affect agricultural land, the agricultural quality of the land is one of a number of factors that Clearwater County shall consider. There are seven factors including:

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

- (g) the reasonable availability of optional locations for the proposed subdivision or development.

7. MDP Policies on Hamlets

The Hamlet of Condor is one of four hamlets identified as a growth hamlet. One of the goals for hamlets is “7.1.1 *Encourage development within and around hamlets that is complementary to the function and character of the hamlet.*”

There are several policies in this section of the MDP that apply to this application:

- 7.2.3 continuing to promote the compact nature of the hamlet;
- 7.2.4 Condor is considered capable of accommodating development within the existing boundary as well as residential and other compatible development on the periphery.
- 7.2.5 requires the adoption of an area structure plan or outline plan for Condor.
- 7.2.7 requires servicing to be by communal water and wastewater services where available. Where not available the County may require services to be extended or provided to serve the development.

8. MDP Policies on Economic Development

One of the goals for economic development is “8.1.2 *Promote locally appropriate economic development activities that enhance and diversify the local economy.*”

Generally the County encourages the attraction of new business and industry as a means to diversify the County’s economic base.

Policies in this section of the MDP include:

- 8.2.2 to limit infringements on agricultural operations;
- 8.2.9 providing a variety of commercial and industrial land uses and locations for these uses;
- 8.2.10 encouraging development of service oriented commercial development within a Growth Hamlet; and
- 8.2.12 the County’s preference for the development of business parks adjacent to intersections of major roads and paved County roads.

9. MDP Policies on Infrastructure

Various policies in this section speak to the attractiveness of development along a highway, appropriate screening and buffering, noise attenuation, fencing, berming and/or vegetation buffers, water and wastewater services and dark sky policy.

11. MDP Policies on Planning

- 11.2.19 “Pursuant to Section 7 of this Plan, Clearwater County shall adopt an area structure plan or outline plan for each Growth Hamlet and may adopt an area structure plan or outline plan for other hamlets.”

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.”*

Land Use Bylaw

The subject land is presently zoned Agriculture District “A” under the County Land Use Bylaw. There are no uses, permitted or discretionary, that would accommodate the applicants proposal. Staff have also evaluated the Light Industrial District “LI”, Highway Development District “HD” and the Hamlet Commercial District “HC” and have found that none have appropriate uses for this development.

This proposal is to redesignate the subject lands to the Direct Control District One - “DC-1”. The specific purpose of the Direct Control District One – “DC-1” is *“To establish a site specific Direct Control District to accommodate a recreational motor sport vehicles sales, service and repair business (i.e. all terrain vehicles, snowmobiles and motorcycles), test area and related facilities.”* This District is not intended to be used in substitution for any other land use district in this Bylaw that could be used to achieve the same effect.

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

Recommendation:

That Council consider granting first reading to Bylaw 1003/15 and proceed to a public hearing.



CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 02/15

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

APPLICANT: RAINY CREEK POWERSPORTS LTD / DOUGLAS BOLIN

ADDRESS & PHONE: RR 4 ECKVILLE, ALTA T0M-0X0 403-746-5000

REGISTERED OWNER: DARYL + PENNY LONGHEED

ADDRESS & PHONE: Box 728 CONDOR, ALTA T0M-0P0

AMENDMENT REQUESTED:

1. CHANGE OF LAND USE DISTRICT FROM: AGRICULTURE "A" TO: DIRECT CONTROL DISTRICT ONE "DC-1"

LEGAL DESCRIPTION OF PROPERTY: SE 1/4 Sec. 6 Twp. 39 Rge. 4 W5M

OR: LOT: BLOCK REGISTERED PLAN NO.:

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

SIZE OF AREA TO BE REDESIGNATED: 9.21 (Hectares / Acres)

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

PER ATTACHED 'DRAFT' BYLAW

3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:

As per the municipal Development Plan we are wanting to contribute to the economic diversity of Clearwater County. With a lack of commercial lots available in the Condor area, identified as "Growth Hamlet" in the Municipal Development Plan, we are wanting to move our existing business from the Town of Eckville to this location and develop this lot in the "spirit" of the plan.

DATE: April 8, 20 15 APPLICANT'S SIGNATURE [Signature]

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

APPLICATION FEE OF 1320.00 DATE PAID: April 8, 2015 RECEIPT NO. 107153

[Signature]
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE



4845 - 50th Avenue
Eckville, AB
T0M 0X0
Ph: 403-746-5000

Proposal to develop
South East corner of
SE-6 039-04 W5
Presented to
Clearwater County

Introduction

Rainy Creek Powersports Ltd. (RCPS) is a Polaris ATV/Snowmobile dealership located in Eckville, AB. RCPS started business in 2007 with a total staff complement of 3 people. Today in October 2014 RCPS employs 16 employees.

RCPS is the #1 dealer of Polaris product in western Canada and as a result has outgrown the current facility. The desire to develop a facility that will allow for future growth.

Development History

In 2010 Clearwater County adopted a new Municipal Development Plan. Through the process hamlets were identified to offer significant opportunities to accommodate future residential growth in a compact, sustainable fashion. This is seen to help reduce the overall footprint of development on farmland and minimize conflicts between residential, commercial and farming uses. Condor was identified as one of three hamlets in the County (the others being Leslieville and Nordegg) seemingly most capable of supporting expansion.

Clearwater County's planning goals for hamlets, as stated in the Municipal Development Plan, are:

1. Encourage development within and around hamlets that is complementary to the function and character of the hamlet.
2. Focus appropriately scaled development within hamlets as a means to minimize land taken out of agricultural production.
3. Focus infrastructure development and expansion within hamlets as a means to revitalize existing communities.

Municipal Development Plan policy 7.2.1 states Clearwater County encourages infill and redevelopment within hamlets for uses that strengthen the social and economic fabric of the hamlet as a community centre for the surrounding areas.

In policy 7.2.4, the County recognizes Condor as Growth Hamlets capable of accommodating development within and adjacent to the hamlet.

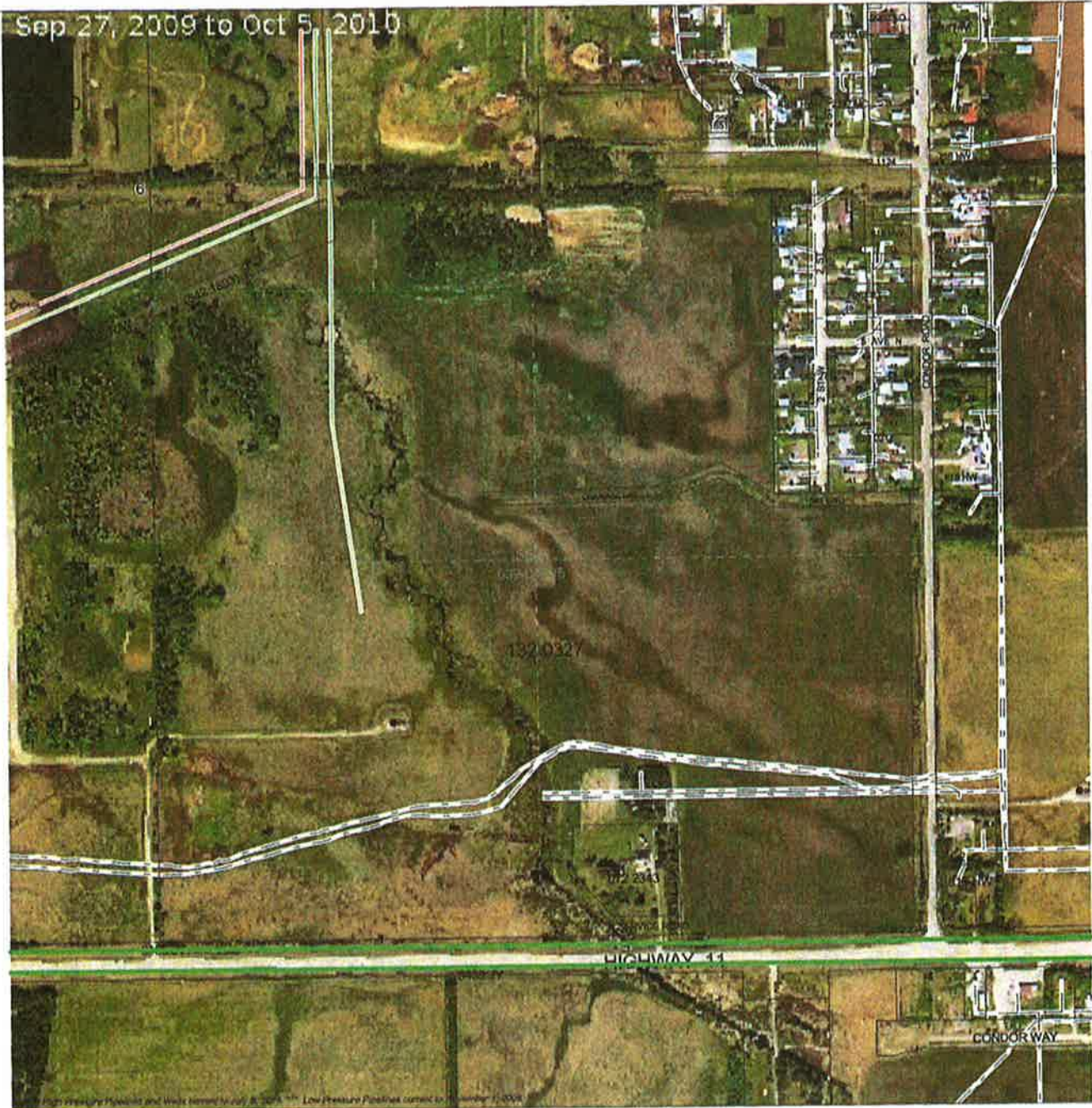
Development Proposal

RCPS proposes to develop approximately 9 acres immediately south of the Hamlet of Condor.

SETBACK – Every proposal will be assessed on an individual basis and the setbacks determined after reviewing the specifics of the proposal and future highway improvement plans. The general minimum setback for all development is 70 metres from the highway centre-line and no closer than 40 metres from the highway right-of-way boundary except where these distances must be increased to allow for highway widening. As per our application with Alberta Transportation, they are requesting a 80 meter setback, which in our application is accounted for in our development application and plan.

Traffic Flows- Hours of Operation- Our hours of operation are currently Monday-Friday 8:00am to 5:30 pm, with Saturday hours of 9:00 am to 5:00 pm. There is generally no after hours activity that would affect any local Property owners. Traffic flow would be anticipated at 50-70 passenger vehicles per day with staff, delivery and customers included in this total. There would be occasional semi-trailer traffic to the site delivering new products. This may be 1 or 2 vehicles in the course of the week.

Sep 27, 2009 to Oct 5, 2010





BYLAW NO. 1003/15

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

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

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

WHEREAS, the general purpose of the District is to authorize and allow Council to exercise particular and specific direction and control over the use and development of land or buildings in particular areas of the County. This district is not intended to be used in substitution for any other land use district in the Land Use Bylaw that could be used to achieve the same result.

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:

1. **That Land Use Bylaw No. 714/01, as amended, by the adoption of the Direct Control District One "DC-1" being Schedule "A" attached hereto.**
2. **That the Direct Control District One "DC-1" be applied to +/- 9.21 acres in the SE 06-39-04-W5M, as outlined in red on the attached Schedule "B" hereby redesignating the subject lands from the Agriculture District "A".**

READ A FIRST TIME this _____ day of _____ A.D., 2015.

REEVE

MUNICIPAL MANAGER

PUBLIC HEARING held this _____ day of _____ A.D., 2015.

READ A SECOND TIME this _____ day of _____ A.D., 2015.

READ A THIRD AND FINAL TIME this ___ day of ___ A.D., 2015.

REEVE

MUNICIPAL MANAGER

Schedule "A"

13.4 (34) DIRECT CONTROL DISTRICT ONE "DC-1"

THE GENERAL PURPOSE OF THIS DISTRICT IS TO AUTHORIZE AND ALLOW COUNCIL TO EXERCISE PARTICULAR AND SPECIFIC DIRECTION AND CONTROL OVER THE USE AND DEVELOPMENT OF LAND OR BUILDINGS IN PARTICULAR AREAS OF THE COUNTY. THIS DISTRICT IS NOT INTENDED TO BE USED IN SUBSTITUTION FOR ANY OTHER LAND USE DISTRICT IN THIS BYLAW THAT COULD BE USED TO ACHIEVE THE SAME RESULT.

A. SPECIFIC PURPOSE OF THIS DISTRICT

To establish a site specific Direct Control District to accommodate a recreational motor sport vehicles sales, service and repair business (i.e. all terrain vehicles, snowmobiles and motorcycles), test track area and related facilities.

B. AREA OF APPLICATION

This District shall apply to approximately 3.73 hectares (9.21 acres) of property described as Plan _____, Block __, Lot __, within Part SE 06-39-04-W5M as shown on Bylaw ___/15 Schedule "B".

C. RECISSION OF DIRECT CONTROL DISTRICT ONE "DC-1"

Upon adoption of a hamlet area structure plan or outline plan, Council may redistrict the lands referred to in Section 13.4 (34) B from the Direct Control District-1 "DC-1" to an appropriate land use district.

D. PERMITTED USES

1. Farming

E. DISCRETIONARY USES

1. Ancilliary Building
2. Ancilliary Use
3. Powersports Sales/Service Centre *
4. Surveillance Suite *

* DEFINITIONS - IN THIS DISTRICT

POWERSPORTS SALES/SERVICE CENTRE means the retail sale of all terrain vehicles, snowmobiles, motorcycles, or similar light recreational vehicles, together with incidental maintenance services/testing, sales of parts and accessories.

SURVEILLANCE SUITE means a single residential unit forming part of a development and used solely to accommodate a person or persons related as a family, or employee whose official function is to provide surveillance for the maintenance and safety of the commercial development.

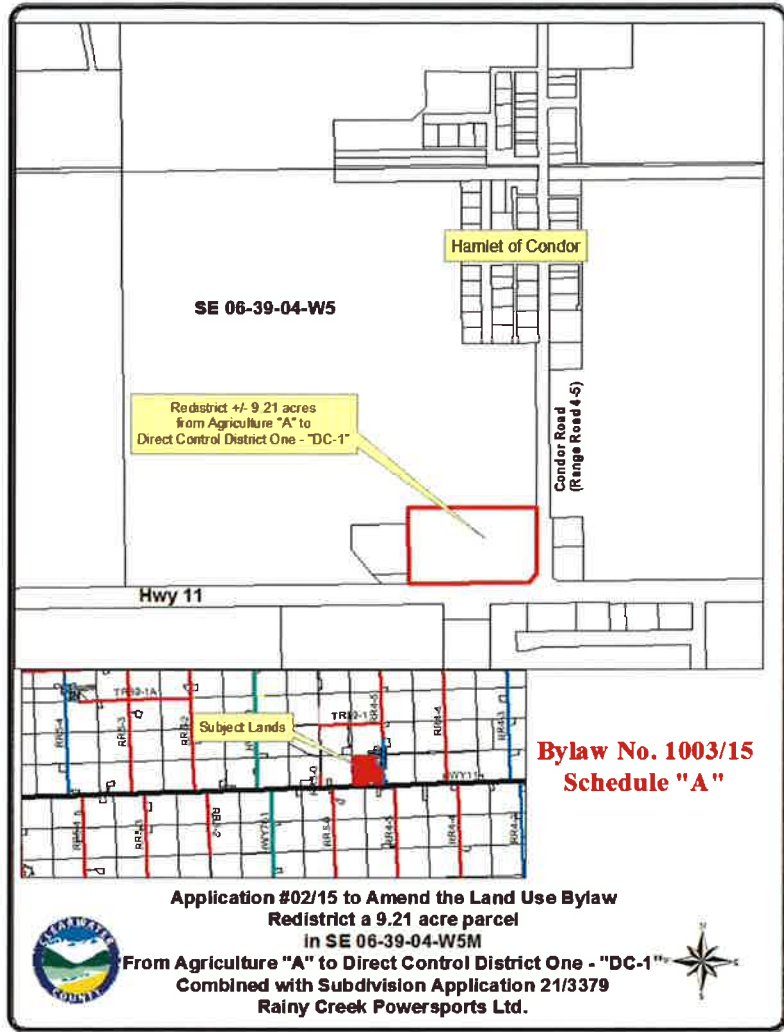
F. DEVELOPMENT REGULATIONS

Standards of development shall be at the discretion of Council.

G. PROCEDURE

1. Notwithstanding the procedure established for development permit applications in Part Three: Development Control and Permits, application for development in respect of the lands referred to in Section 13.4 (34) B. shall be referred by the Development Officer to Council for its approval or refusal.
2. Notwithstanding the procedure established for the issuance of development permits in Part Three: Development Control and Permits, Council shall decide on all applications for Development Permits with the aforementioned lands referred to in Section 13.4 (34) B. Council may approve a development permit application with or without conditions, or may refuse an application for development permit.
3. There is no appeal to the Subdivision and Development Appeal Board for a decision of Council on an application for development permit in respect of the lands referred to in Section 13.4 (34) B.

Schedule "B"



Application #02/15 to Amend the Land Use Bylaw
 Redistrict a 9.21 acre parcel
 in SE 06-39-04-W5M

From Agriculture "A" to Direct Control District One - "DC-1"
 Combined with Subdivision Application 21/3379
 Rainy Creek Powersports Ltd.





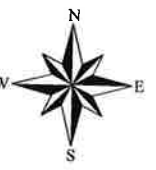
Application #02/15 to Amend the Land Use Bylaw

**Redistrict a 9.21 acre parcel
in SE 06-39-04-W5M**

From Agriculture "A" to Direct Control District One - "DC-1"

Combined with Subdivision Application 21/3379

Rainy Creek Powersports Ltd.





Agenda Item

Project: 2014 Consolidated Financial Statements	
Presentation Date: April 28, 2015	
Department: Corporate Services	Author: Rhonda Serhan
Budget Implication: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Well Governed and Leading Organization	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council approves the 2014 Consolidated Financial Statements	
Attachments List: 1. Clearwater County 2014 Consolidated Financial Statements	

Background:

Section 276 of the Municipal Government Act requires that Municipal Governments prepare annual financial statements and make them available to the public by May 1st of the year following the year for which the statements were prepared. Accordingly, staff is presenting the 2014 Consolidated Financial Statements for the approval of Council.

The financial position of Clearwater County is very positive. The accumulated surplus is now \$414 million. Of this balance, the restricted surplus assigned to specific reserves is \$58 million and the equity in tangible capital assets is \$356 million.

The \$58 million in reserves may seem large but when the risks inherent in municipal operations, especially in today's economy, plus the need to provide for replacement of the vast infrastructure which supports both residents and industry are taken into consideration, these reserves are not as consequential as one might think.

Staff will be bringing forward a budget performance report to explain budget variances in 2014 for consideration at the second Council meeting in May.

The County continues to receive excellent service from the auditors, Hawkings Epp Dumont LLP. Mr. Phil Dirks will be available at the Council meeting to provide an overview of the audit process and to answer any questions members of Council may have for him.

April 28, 2015

Clearwater County
4340-47 Avenue
Box 550
Rocky Mountain House, AB
T4T 1A4

Attention: Members of Council

Dear Council Members:

RE: 2014 AUDIT

The purpose of this communication is to summarize certain matters arising from the audit that we believe would be of interest to County Council. This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of County Council and should not be distributed to external parties without our prior consent. Hawkings Epp Dumont LLP accepts no responsibility to a third party who uses this communication.

SIGNIFICANT FINDINGS FROM THE AUDIT

Our objective is to communicate appropriately to Council any deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council.

The audit findings contained in this letter did not have a material effect on the County's financial statements, and as such, our audit report is without reservation with respect to these matters.

Significant Deficiencies in Internal Control

Our audit procedures did not reveal any significant deficiencies in internal control.

Significant Qualitative Aspects of Accounting Practices

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the County. The application of those policies often involves significant estimates and judgments by management.

We are of the opinion that the significant accounting policies, estimates and judgments made by management, and financial disclosures do not materially misstate the financial statements taken as a whole. However, we provide the following comments.

Land Held for Resale Inventory

At December 31, 2014 the County reported land held for resale inventory (Nordegg lots) in the amount of \$2,409,046 which represents the cost of developing the unsold lots. Canadian public sector accounting standards require the County to report its inventory at the lower of its original cost or net realizable value (current market value). While we currently agree with the County that a write-down is not required in 2014, sales of these lots continue to be sluggish; therefore, the County will need to monitor this and make an assessment each year as to whether these costs are still recoverable.

Rocky Mountain Regional Solid Waste Authority

Local government financial statements are to include the results of government partnerships and any other entities the local government owns or controls. As we noted previously, in our opinion the Rocky Mountain Regional Solid Waste Authority (Authority) is a government partnership and, as such, Canadian public sector accounting standards dictate that the County should proportionately consolidate its share of the Authority's financial results into its financial statements.

In our opinion, excluding the Authority's results does not materially misstate the County's 2014 financial statements.

Uncorrected Misstatements

Uncorrected misstatements aggregated by our Firm for the year ended December 31, 2014 amount to a **\$147,386** overstatement of the annual surplus.

After considering both quantitative and qualitative factors with respect to the uncorrected misstatements we accumulated during the audit, we agree with management that the financial statements are not materially misstated.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of Council.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

Management Letter

We will be submitting a letter to County management on other matters that we feel should be brought to their attention.

AUDITOR INDEPENDENCE

We have been engaged to audit the financial statements of the County for the year ending December 31, 2014.

We believe it is important that we communicate, at least annually, with County Council regarding all relationships between the County and our firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the Institute of Chartered Accountants of Alberta and applicable legislation, covering such matters as:

- a) holding a financial interest, either directly or indirectly, in a client;
- b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- d) economic dependence on a client; and
- e) provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between the County and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2014 – April 28, 2015.

In our letter of August 21, 2014, we estimated the total fees charged to the County for audit services would be \$27,000 for the period from January 1, 2014 to December 31, 2014.

Additionally, there were \$1,500 of fees for non-audit services during this period.

Clearwater County
April 28, 2015
Page 4

The assistance of Rhonda Serhan, Rudy Huisman and the other County management and staff during the audit was greatly appreciated by our staff.

Yours very truly,

HAWKINGS EPP DUMONT LLP



Philip J. Dirks, CA
Partner

PJD/law

cc: Ron Leaf, Municipal Manager
Rudy Huisman, Director, Corporate Services

INDEPENDENT AUDITORS' REPORT

To the Reeve and Council of the Municipality of Clearwater County:

We have audited the consolidated statement of financial position of Clearwater County as at December 31, 2014 and the consolidated statements of operations, changes in net financial assets, changes in accumulated surplus, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Managements' Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

Opinion

In our opinion, these consolidated financial statements present fairly, in all material respects, the consolidated financial position of Clearwater County as at December 31, 2014 and the consolidated results of its operations, the consolidated changes in its net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Edmonton, Alberta
 April 28, 2015

Hawkings Epp Dumont LLP
 Chartered Accountants



Clearwater County
Consolidated Statement of Financial Position
As at December 31, 2014

	2014	(restated) 2013
	\$	(note 14) \$
	<u> </u>	<u> </u>
FINANCIAL ASSETS		
Cash and temporary investments (Note 2)	55,408,638	43,793,372
Receivables		
Taxes and grants in place of taxes (Note 3)	459,965	697,385
Trade and other receivables	5,009,091	3,186,776
Land held for resale inventory	2,409,046	2,443,094
Investments (Note 4)	187,804	152,489
	<u>63,474,544</u>	<u>50,273,116</u>
LIABILITIES		
Accounts payable and accrued liabilities	3,035,574	3,065,242
Deposits	8,300	9,050
Deferrred revenue (Note 7)	1,934,039	209,327
Employee Wage & Benefit Liabilities	879,996	764,511
Long-term debt (Note 5)	3,874,128	4,165,756
	<u>9,732,037</u>	<u>8,213,886</u>
NET FINANCIAL ASSETS	<u>53,742,507</u>	<u>42,059,230</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2)	355,905,157	360,280,841
Inventory for consumption	3,797,954	3,827,028
Prepaid expenses	521,257	353,571
	<u>360,224,368</u>	<u>364,461,440</u>
ACCUMULATED SURPLUS (Schedule 1, Note 8)	<u><u>413,966,875</u></u>	<u><u>406,520,670</u></u>

Clearwater County
Consolidated Statement of Operations
For the Year Ended December 31, 2013

	BUDGET		restated (note 14)
	2014 \$	2014 \$	2013 \$
REVENUE			
Net municipal property taxes (Schedule 3)	39,021,733	38,624,418	36,358,329
User fees and sales of goods	1,397,240	1,455,177	1,125,687
Government transfers for operating (Schedule 4)	2,535,398	495,261	1,103,257
Investment income	455,000	776,440	721,099
Penalties and costs of taxes	80,000	167,514	196,680
Development levies	55,000	26,338	27,791
Licenses and permits	58,600	71,000	36,795
Well drilling taxes	2,000,000	6,790,372	4,160,783
Fines	190,000	272,678	207,885
Rentals	165,000	202,426	167,315
Other	109,250	297,280	103,160
Total Revenue	<u>46,067,221</u>	<u>49,178,904</u>	<u>44,208,782</u>
EXPENSES			
Legislative	445,110	439,110	434,719
Administration	2,583,830	2,420,958	2,056,890
Assessment	683,610	618,424	603,559
Fire, ambulance and protective services	4,615,693	2,350,208	2,509,157
Public works - general	1,814,015	1,779,264	1,481,334
Roads, streets, walks and lighting	9,618,334	9,968,073	9,068,602
Facilities	971,965	653,863	481,250
Water supply and distribution	103,488	103,873	241,980
Wastewater treatment and disposal	178,410	958,469	2,026,913
Waste management	923,025	923,879	702,689
Airport	42,190	46,409	34,864
Family and community support	611,755	563,069	581,620
Agricultural services	1,906,580	1,949,503	1,729,298
Land use planning, zoning and development	2,171,847	1,964,848	1,672,107
Parks and recreation	5,189,698	3,188,760	1,743,116
Culture	509,149	462,705	437,584
Amortization		18,412,388	17,834,917
Contingency	1,158,685		
Total Expenses	<u>33,527,384</u>	<u>46,803,802</u>	<u>43,640,598</u>
ANNUAL SURPLUS BEFORE OTHER	12,539,837	2,375,101	568,184
OTHER			
Contributed tangible capital assets		12,670	
Government transfers for capital (Schedule 4)	5,996,000	7,428,492	8,193,086
Loss on disposal of tangible capital assets		(2,370,059)	(2,862,844)
ANNUAL SURPLUS/	<u>18,535,837</u>	<u>7,446,204</u>	<u>5,898,425</u>
ACCUMULATED SURPLUS, BEGINNING OF YEAR (note 14)	<u>406,520,670</u>	<u>406,520,671</u>	<u>400,622,245</u>
ACCUMULATED SURPLUS, END OF YEAR	<u>425,056,507</u>	<u>413,966,875</u>	<u>406,520,670</u>

Clearwater County
Consolidated Statement of Cash Flows
For the Year Ended December 31, 2012

	2014	2013
	<u>\$</u>	<u>\$</u>
NET OUTFLOW OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Annual Surplus	7,446,204	5,898,425
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	18,412,388	17,834,917
Contributed tangible capital assets	(12,670)	
Loss on disposal of tangible capital assets	2,370,059	2,862,844
Non-cash charges to operations - net change:		
Decrease (Increase) in taxes & grants in place of taxes	237,420	16,312
Decrease (Increase) in trade & other receivables	(1,822,315)	(417,635)
Decrease (Increase) in land held for resale	34,048	(87,726)
Decrease (increase) in inventory for consumption	29,074	(353,387)
Decrease (increase) in prepaid expenses	(167,686)	(52,990)
Increase (Decrease) in accounts payable and accrued liabilities	(29,668)	(3,294,540)
Increase (Decrease) in deposits	(750)	(300)
Increase (Decrease) in deferred revenue	1,724,713	(752,412)
Increase (Decrease) in wages & benefits payable	115,485	177,430
	<u>28,336,302</u>	<u>21,830,938</u>
Cash provided by operating transactions		
CAPITAL		
Acquisition of tangible capital assets	(16,683,612)	(25,890,020)
Proceeds on the sale of tangible capital assets	289,519	240,498
	<u>(16,394,093)</u>	<u>(25,649,522)</u>
Cash applied to capital transactions		
INVESTING		
Decrease (increase) in investments	(35,315)	(70,937)
FINANCING		
Long-term debt repaid	(291,628)	(280,288)
CHANGE IN CASH AND TEMPORARY INVESTMENTS DURING THE YEAR		
	11,615,266	(4,169,809)
CASH AND TEMPORARY INVESTMENTS, BEGINNING OF YEAR	<u>43,793,372</u>	<u>47,963,181</u>
CASH AND TEMPORARY INVESTMENTS, END OF YEAR	<u>55,408,638</u>	<u>43,793,372</u>

Clearwater County
Consolidated Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2014

	2014 Budget	2014 \$	2013 \$
ANNUAL SURPLUS		7,446,204	5,898,424
Acquisition of tangible capital assets	(20,800,175)	(16,683,612)	(25,890,020)
Contributed tangible capital assets		(12,670)	-
Proceeds on disposal of tangible capital assets		289,519	240,498
Amortization of tangible capital assets		18,412,388	17,834,917
Loss on disposal of tangible capital assets		2,370,059	2,862,844
	<u>(20,800,175)</u>	<u>4,375,684</u>	<u>(4,951,761)</u>
Acquisition of supplies inventories		(1,728,876)	(2,747,023)
Acquisition of prepaid assets		(521,257)	(353,571)
Use of supplies inventories		1,757,951	2,393,636
Use of prepaid assets		353,571	300,581
		<u>(138,611)</u>	<u>(406,377)</u>
INCREASE IN NET FINANCIAL ASSETS	(20,800,175)	11,683,277	540,286
NET FINANCIAL ASSETS, BEGINNING OF YEAR	53,742,507	42,059,230	41,518,944
NET FINANCIAL ASSETS, END OF YEAR	32,942,332	53,742,507	42,059,230

Clearwater County
Schedule of Accumulated Surplus
For the Year Ended December 31, 2014
Schedule 1

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2014	restated (note 14) 2013
				\$	\$
BALANCE, BEGINNING OF YEAR	23,866	46,215,963	360,280,841	406,520,670	400,622,246
Annual Surplus	7,446,204			7,446,204	5,898,424
Unrestricted funds designated for future use	(13,549,417)	13,549,417		-	-
Restricted funds used for Operations	1,421,071	(1,421,071)		-	-
Restricted funds used for Tangible Capital Assets		(344,520)	344,520	-	-
Current year funds used for tangible capital assets	(16,351,762)		16,351,762	-	-
Disposal of tangible capital assets	2,659,577		(2,659,577)	-	-
Annual amortization expense	18,412,388		(18,412,388)	-	-
Change in accumulated surplus	38,061	11,783,826	(4,375,683)	7,446,204	406,520,670
BALANCE, END OF YEAR (note 8)	61,927	57,999,789	355,905,157	413,966,874	406,520,670

Clearwater County
Schedule of Tangible Capital Assets
For the Year Ended December 31, 2014
Schedule 2

	Land	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	2014 \$	2013 (restated) \$
Cost:							
Balance, Beginning of Year	40,926,219	9,631,309	621,626,015	11,449,549	1,768,388	685,401,480	668,458,952
Acquisition of TCA	22,872	390,948	14,568,037	1,285,765	415,990	16,683,612	25,890,020
Contributed Assets			12,670			12,670	
Adjustment in Estimated Cost			(7,061,072)	(404,611)	(159,327)	(7,625,010)	(24,745)
Disposal of TCA							(8,922,748)
Balance, End of Year (1)	40,949,091	10,022,257	629,145,650	12,330,703	2,025,051	694,472,752	685,401,480
Accumulated Amortization:							
Balance, Beginning of Year	-	(1,346,543)	(319,210,435)	(3,915,724)	(647,937)	(325,120,639)	(313,129,873)
Annual Amortization	-	(194,855)	(47,341,105)	(694,462)	(181,966)	(18,412,388)	(17,834,917)
Accum Amort on Disposals	-		4,709,719	157,068	98,646	4,965,433	5,844,151
Balance, End of Year	-	(1,541,398)	(331,841,821)	(4,453,119)	(731,257)	(338,567,595)	(325,120,639)
Net Book Value of TCA's 2014	40,949,091	8,480,859	297,303,829	7,877,584	1,293,794	355,905,157	
Net Book Value of TCA's 2013	40,926,219	8,284,766	302,415,580	7,533,825	1,120,451		360,280,841

(1) Construction of capital assets in progress for 2014 is \$4,981,533 (2013 - \$3,801,281) These amounts are not being amortized.

**Clearwater County
Schedule of Property and Other Taxes
For the Year Ended December 31, 2014
Schedule 3**

	BUDGET		
	2014	2014	2013
	\$	\$	\$
	<u> </u>	<u> </u>	<u> </u>
TAXATION			
Real property taxes	12,768,276	12,732,994	12,510,185
Linear property taxes	43,097,407	43,032,959	40,470,053
Grants in place of property taxes	62,403	64,183	62,403
	<u>55,928,086</u>	<u>55,830,135</u>	<u>53,042,642</u>
REQUISITIONS			
Alberta School Foundation	16,237,676	16,178,708	16,062,321
Red Deer Catholic Regional Division No. 39	186,564	186,564	185,222
Westview Lodge	482,113	840,445	436,769
	<u>16,906,353</u>	<u>17,205,717</u>	<u>16,684,312</u>
NET MUNICIPAL PROPERTY TAXES	<u><u>39,021,733</u></u>	<u><u>38,624,418</u></u>	<u><u>36,358,329</u></u>

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**Clearwater County
Schedule of Government Transfers
For the Year Ended December 31, 2014
Schedule 4**

	BUDGET		
	2014 \$	2014 \$	2013 \$
TRANSFERS FOR OPERATING			
Federal government		2,730	
Provincial government	2,501,810	487,531	1,098,257
Other local governments	33,588	5,000	5,000
	<u>2,535,398</u>	<u>495,261</u>	<u>1,103,257</u>
TRANSFERS FOR CAPITAL			
Federal government	626,000	667,253	659,064
Provincial government	5,370,000	6,761,239	7,534,022
	<u>5,996,000</u>	<u>7,428,492</u>	<u>8,193,086</u>
TOTAL GOVERNMENT TRANSFERS	<u>8,531,398</u>	<u>7,923,753</u>	<u>9,296,343</u>

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Clearwater County
Schedule of Segmented Disclosure
For the Year Ended December 31, 2014
Schedule 5

	General Government	Community Services	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	Agricultural Services	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$
REVENUE									
Net municipal taxes	38,624,418								38,624,418
User fees and sales of goods	8,073								1,455,177
Government transfers for operating	249,511			439,013	456,230	7,730	90,204	461,658	1,455,177
Government transfers for capital	5,566,278		21,660	1,673,887		188,327		216,359	495,261
Investment income	776,440								7,428,492
Contributed tangible capital assets	12,670								776,440
Well drilling taxes	6,790,372		368,753	166,097	169,466		7,600	4,161	12,670
Other revenue	321,159								6,790,372
	<u>52,348,921</u>		<u>390,413</u>	<u>2,278,997</u>	<u>625,696</u>	<u>196,057</u>	<u>97,804</u>	<u>682,178</u>	<u>56,620,066</u>
EXPENSES									
Salaries, wages and benefits	2,348,830	46,009	1,363,093	3,277,464	734,876	172,186	66,044	961,977	8,970,479
Contracted and general services	974,630	2,626	152,207	6,387,355	360,667	1,201,676	1,043,801	408,542	10,531,505
Materials, goods and utilities	170,890	2,354	801,274	2,736,380	29,322	7,307	86,117	573,682	4,407,326
Transfers to other governments		46,409				2,002			48,411
Transfers to local boards and agencies		70,618							70,618
Transfers to individuals and organizations	745,266	277,985	33,634			2,268,294	790,260	5,302	4,120,742
Interest on long-term debt		163,476	12,832	2,367,924				(10,697)	163,476
Loss (gain) on disposal of TCA					2,050				2,370,059
Other expenses	76,808								78,858
	<u>4,316,425</u>	<u>609,478</u>	<u>2,363,040</u>	<u>14,769,124</u>	<u>1,126,915</u>	<u>3,651,465</u>	<u>1,986,221</u>	<u>1,938,806</u>	<u>30,761,473</u>
NET REVENUE (EXPENSE) BEFORE AMORTIZATION	48,032,497	(609,478)	(1,972,627)	(12,490,127)	(501,219)	(3,455,408)	(1,888,418)	(1,256,627)	25,858,592
Amortization	145,564	21,818	259,543	17,543,878	16,873	46,827	279,588	98,297	18,412,388
NET REVENUE (EXPENSE)	47,886,933	(631,296)	(2,232,170)	(30,034,005)	(518,092)	(3,502,236)	(2,168,005)	(1,354,925)	7,446,204

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

1. Significant Accounting Policies

The consolidated financial statements of Clearwater County are the representations of management, prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the County are as follows:

a. Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses and changes in cash flows of the reporting entity. The entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the County and are, therefore, accountable for the administration of their financial affairs and resources. Jointly controlled organizations are reported to the extent of the County's proportionate share of ownership or control. Included with the municipality are the following:

Rocky Mountain House Airport Commission	50.0%
Clearwater Regional Fire Rescue Services	47.5%
Clearwater Regional Emergency Management Agency	67.0%

The schedule of taxes levied includes requisitions for education, seniors' lodges, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Pursuant to an agreement entered into in 2001, Clearwater County, the Town of Rocky Mountain House and the Village of Caroline established a regional solid waste authority to manage and operate a solid waste system. The County provides a proportionate share of annual funding to the authority, calculated on a per capita basis. No further accounting information for the authority is included in these financial statements.

b. Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods and services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

c. Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates. The County has used estimates to determine accrued liabilities, land held for resale inventory, inventory for consumption, tangible capital assets useful lives as well as provisions made for allowances for amounts receivable or any provision for impairment.

d. Investments

Investments are recorded at cost. Where there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

e. Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

f. Land Held for Resale

Land held for resale is recorded at the lower cost or net realizable value. Cost includes costs for land acquisitions and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

g. Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

h. Tax Revenue

Property tax revenue is based on market value assessments determined in accordance with the Municipal Government Act. Tax mill rates are established annually. Taxation revenues are recorded at the time tax billings are issued. Assessments are subject to appeal.

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

i. Pension Expenditures

The County participates in three multi-employer defined benefit pension plans. Contributions for current and past service pension benefits are recorded as expenditures in the year in which they become due. See Note 10 for details of these pension plans.

j. Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the consolidated Change in Net Financial Assets for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	<u>Years</u>
Buildings	10 - 50
Engineered structures	
Roadway systems	3 - 80
Water systems	45 - 75
Wastewater systems	34 - 75
Machinery and equipment	5 - 40
Vehicles	10 - 25

One half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

k. Non-Financial Assets (continued)

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are valued at the lower of cost or net realizable value with cost determined by the average cost method for gravel and sign inventory and the first in first out method for shop inventory.

2. Cash and Temporary Investments

	2014 \$	2013 \$
Cash	38,160,221	38,756,797
Temporary investments	<u>17,248,417</u>	<u>5,036,575</u>
	<u>55,408,638</u>	<u>43,793,372</u>

Cash represents cash on hand and in bank accounts.

Temporary investments are readily convertible to cash, consist of GICs and bear interest rates between 1.90% and 3.00% per annum and mature between September 2015 and October 2016.

The above amounts include grant funding of \$1,904,039 (2013 - \$209,327) which is externally restricted for capital projects.

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

3. Taxes and Grants in Place of Taxes Receivable

	2014 \$	2013 \$
Current taxes and grants in place of taxes	332,317	565,536
Arrears taxes	<u>162,591</u>	<u>189,211</u>
	494,908	754,747
Less: Allowance for doubtful accounts	<u>(34,943)</u>	<u>(57,363)</u>
	<u>459,965</u>	<u>697,385</u>

4. Investments

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	2014 \$	2013 \$
Equity Shares		
Rocky Credit Union Ltd.	79,245	76,565
Rocky Mountain House Co-op Association Limited	7,500	7,500
Muniserp Pension Assets	100,989	68,354
Alberta Capital Finance Authority	<u>70</u>	<u>70</u>
	<u>187,804</u>	<u>152,489</u>

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

5. Long-Term Debt

	2014 \$	2013 \$
Tax supported debentures	<u>3,874,128</u>	<u>4,165,756</u>

Principal and interest repayments are as follows:

	Principal \$	Interest \$	Total \$
2015	303,428	152,189	455,617
2016	315,705	139,912	455,617
2017	328,479	127,138	455,617
2018	341,770	113,847	455,617
2019	355,598	100,019	455,617
Thereafter	<u>2,229,147</u>	<u>276,747</u>	<u>2,505,894</u>
	<u>3,874,128</u>	<u>909,852</u>	<u>4,783,979</u>

Debenture debt is repayable to the Alberta Capital Finance Authority, bears interest at the rate of 4.006% per annum, and matures in 2025.

Debenture debt is issued on the credit and security of the County at large.

Interest on long-term debt amounted to \$163,476 (2013 - \$174,840).

The County's total cash payments for interest in 2014 were \$163,988 (2013 - \$175,330).

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

6. Debt Limits

Section 276 (2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta regulation 255/00 for Clearwater County be disclosed as follows:

	2014 \$	2013 \$
Total debt limit	73,768,356	67,085,886
Total debt	<u>3,874,128</u>	<u>4,165,756</u>
Amount of debt limit unused	<u>69,894,228</u>	<u>62,920,130</u>
Debt servicing limit	12,294,726	11,180,981
Debt servicing	<u>455,617</u>	<u>455,617</u>
Amount of debt servicing limit unused	<u>11,839,109</u>	<u>11,636,598</u>

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculations taken alone do not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

The County has a revolving line of credit in the amount of \$4,850,000 available through Alberta Treasury Branches. No borrowings were made against the line of credit during the year.

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

7. Deferred Revenue

	<u>Dec 31, 2013</u>	<u>Funds</u> <u>Received</u>	<u>Funds Used</u>	<u>Balance Dec 31,</u> <u>2014</u>
MCFP Grant	\$188,327	-	\$188,327	-
Penn West Environmental Grant	\$21,000	-	\$3,000	\$18,000
Farm Credit Canada	-	\$10,000	-	\$10,000
FREC Funding	-	\$2,904,334	\$1,028,295	\$1,876,039
Land Sales	-	\$30,000	-	\$30,000
Totals	\$209,327	\$2,944,334	\$191,327	\$1,934,039

FREC (Flood Recovery Erosion Control Program)

These are funds designated to be used in approved projects ongoing from the 2013 Flood damage.

Major Community Facility Program (MCFP)

This grant supports the construction of the recreation grounds in Caroline.

Other Grants

Various other provincial grants are recognized as revenue in the year in which the related expenditure is incurred.

Land Sales

Deposit taken for a land sale that did not finalize in 2014

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

8. Accumulated Surplus

	2014 \$	2013 \$
Unrestricted surplus	61,927	23,867
Restricted reserves:		
Municipal, Recreation & School	2,076,142	2,221,142
County Facilities Capital	3,636,455	1,529,954
Work in Progress	2,670,000	2,089,447
Nordegg	(1,723,542)	(1,904,154)
Tax rate stabilization	9,935,500	5,640,930
Airport	64,500	64,500
Fire - capital	936,910	658,318
Disaster	2,000,000	762,274
Public works - capital	2,725,000	2,625,000
Paving	8,470,046	7,300,000
Gravel	4,407,953	4,407,953
Gravel reclamation	3,972,047	3,030,000
Resource roads	3,000,000	3,000,000
Sewer	6,321,055	7,431,781
Agricultural services	660,000	680,000
Regional fire	22,723	23,816
Bridge deficit	5,475,000	5,475,000
North Saskatchewan River Park	500,000	500,000
High speed internet	2,250,000	250,000
GIS Air Photo's	-	120,000
JEPP designated	-	10,000
West Country Roads	600,000	300,000
	<u>57,999,789</u>	<u>46,215,962</u>
Equity in tangible capital assets (restated 2013 note 14)	<u>355,905,157</u>	<u>360,280,841</u>
	<u>413,966,875</u>	<u>406,520,670</u>

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

9. Salary and Benefits Disclosure

Councilors	Division	2014			2013
		Salary	Benefits and Allowances	Total	Total
Duncan	1	37,089	5,706	42,795	38,624
Greenwood	2	30,246	5,595	35,841	6,910
Wymenga	2				28,912
Korver	3				21,282
Maki	3	26,182	5,346	31,528	7,333
Vandermeer	4	49,309	6,131	55,440	28,300
Laing	5	31,585	5,553	37,138	6,718
Bryant	5				32,947
Graham	6	45,563	5,919	49,482	46,815
Alexander	7	43,679	5,997	49,676	51,407
County Manager					
Leaf		208,257	55,261	263,519	250,733

- Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
- Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

10. Pension Plans

(a) Local Authorities Pension Plan

Employees of Clearwater County participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The County is required to make current service contributions to LAPP of 11.39% of pensionable earnings up to the maximum pensionable earnings under the Canada Pension Plan and 15.84% on pensionable earnings above this amount. Employees of the County are required to make current service contributions of 10.39% of pensionable salary up to the year's maximum pensionable salary and 14.84% of pensionable salary above this amount.

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	2014	2013
	\$	\$
Employer Contribution	709,416	620,781
Employee Contribution	654,039	567,975
	1,360,455	1,188,756

At December 31, 2013 the Plan disclosed an actuarial deficit of \$4,861,516,000 (2012 - \$4,977,303,000).

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

10. Pension Plans (continued)

(b) Alberta Urban Municipalities Association Apex Supplementary Pension Plan

Certain employees of the county are eligible to participate in the Alberta Urban Municipalities Association APEX Supplementary Pension Plan (APEX), a multi-employer pension plan. This plan provides defined pension benefits to employees based on their length of service and rate of pay.

	2014	2013
	\$	\$
Employer Contribution	4,155	4,138
Employee Contribution	<u>3,462</u>	<u>3,449</u>
	<u>7,617</u>	<u>7,587</u>

As this is a multi-employer pension plan, the employer contribution represents the County's pension benefit expense. No pension liability for this type of plan is included in the County's financial statements. The most recent valuation as at December 31, 2013 indicates an asset surplus of \$4,100,000 for basic pension benefits.

(c) Alberta Urban Municipalities Association Municipal Supplementary Executive Retirement Plan

Certain employees of the County are eligible to participate in the Alberta Urban Municipalities Association MuniSERP pension plan, a multi-employer pension plan. This plan provides defined pension benefits to employees based on their length of service and rate of pay.

	2014	2013
	\$	\$
Employer Contribution	<u>20,452</u>	<u>18,492</u>

The most recent actuarial estimate was calculated as December 31, 2014. The market value of plan assets at December 31, 2014 was \$100,989 (December 31, 2013—\$68,354). The actuarial Liability as at December 31, 2014 was \$96,330 (December 31, 2013—\$75,798).

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

11. Financial Instruments

The County's financial instruments consist of cash, temporary investments, receivables, accounts payable and accrued liabilities, deposits, and long-term debt. It is management's opinion that the County is not exposed to significant interest or currency risks arising from these financial instruments.

The County is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the County provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of financial instruments approximates fair value.

12. Segmented Disclosure

Clearwater County provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6)

13. Commitments

Gravel Pit Reclamation Obligation

The County owns gravel pits and is responsible for reclamation costs related to those pits under Alberta environmental law. These costs are expected to be incurred over the life of each pit. The estimated reclamation obligation has not been determined by the County as the information is not reasonably estimable at this time. As a result, no liability has been recorded in these financial statements.

14. Prior Period Adjustments

During 2014 the County discovered that certain land being held for resale was incorrectly included in tangible capital assets in 2009. This has been corrected retroactively in 2014 and prior periods have been restated.

The effect of this correction has been to reduce 2013 opening tangible capital assets, equity in tangible capital assets and accumulated surplus by \$2,113,817.

Clearwater County
Notes to Consolidated Financial Statements
December 31, 2014

15. Comparative Figures

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

16. Approval of Financial Statements

The financial statements were approved by Council and Management.

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Agenda Item

Project: Budget Amendment	
Presentation Date: April 28, 2015	
Department: Corporate Services	Author: Rudy Huisman
Budget Implication: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Well Governed and Leading Organization	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council 1. Approves the budget amendment to include a contribution to the Facilities Reserve of \$1,207,059 from 2015 operations.	
Attachments List:	

Background:

At the Council meeting of January 13, 2015, Council adopted the 2015 Capital and Operating Budgets for Clearwater County (Resolution 015/15). The proposed budget included an estimate for assessment growth of \$800,000.

Linear assessment is managed by the Assessment Services Branch of Municipal Affairs. Linear assessment numbers used to calculate the 2015 tax levy were not released until January 30, 2015. In the process of preparing the 2015 Tax Rate Bylaw, and taking into consideration the growth in linear assessment it became apparent that actual total taxes resulting from assessment growth exceeded the \$800,000 estimate by \$1,207,059.

Because Council supports the tax rates considered in the budget review and because there are a number of pending decisions involving various County facilities including salt sheds, fire halls etc, staff recommends that the 2015 Approved Budget be amended to reflect a contribution to the County Facilities Reserve in the amount of \$1,207,059.



Agenda Item

Project: 2015 Property Tax By-law	
Presentation Date: April 28,2015	
Department: Assessment and Revenue	Author: Denniece Crout
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Well Governed and Leading Organization	Goal: Build Community Confidence Through Socially Responsible Governance
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>MGA Section 353</u> <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: Recommendation: Accept the information as presented and pass the attached Tax Rate By-law.	
Attachments List: Bylaw No. 1001/15	

Background:

Attached is the 2015 Tax Rate and Minimum Tax By-Law for Council’s consideration. There is a companion report in this council agenda package that recommends \$1,207,059. increase in the County Facilities Reserve.

As usual, changes in the Assessment figures between 2014 and 2015 have an impact on the tax levy. Overall, County assessments saw a net increase; this is primarily due to the oil and gas sector which saw growth above the provincial average. Also, the Provincial Education Requisition for 2015 has increased to \$17,034,452 an increase of approximately \$ 670,000. this has an effect on the education tax rate and the overall tax levy.

The by-law will require three (3) readings. If approved, the taxes will be levied beginning April 29, 2015. Printing will follow with distribution of the notices by mail, this will conclude roughly by May 15, 2015. The public will then have sixty (60) days after mailing to submit appeals pertaining to the assessed value, ending the appeal period approximately on July 15, 2015 The by-law is self-explanatory; however, the following is comparative information to offer further explanation:

- The 2015 Residential municipal tax rate has increased by 2.0% from 2014.
 - a. Residential – .0025110 Tax Rate (2014); .0025612 Tax Rate (2015)



- The 2015 Farmland municipal tax rate has increased by 4% from 2014
 - a. Farmland - .0039383 Tax Rate(2014); .0040958 Tax Rate (2015)
- The 2015 Non-residential, Machinery and Equipment, and Linear rates have an 8% increase from 2014
 - a. Non-residential, M&E, and Linear –.0074670 Tax Rate (2015); .0069139 Tax Rate (2014)
- The Provincial Education live tax rates:
 - a. Residential and Farmland - .0023708 Tax Rate (2014); .002443 Tax Rate (2015)
 - b. Non-residential, M&E, and Linear - .0035405 Tax Rate (2014); .0034390 Tax Rate (2015)
 - c. Uncollectible School Tax Rate - .0000 Tax Rate (2014); -.000014 Tax Rate (2015). *Note: this rate is calculated based upon prior years' uncollected amounts.
- Westview Lodge Tax Rate - .0000717 Tax Rate (2014); 0.00012 Tax Rate (2015)

To provide perspective on how the 2.0% increase to the municipal tax rate will impact residential rate payers, the following is an example referring to a \$500,000 assessed property:

$$\$500,000 * .0025110 = \$1,255.50 \text{ (2014 tax bill)}$$

$$\$500,000 * .0025612 = \$1280.60 \text{ (2015 tax bill)}$$

Please review the attached by-law. Should you have questions, I would be happy to address them during the Council meeting.

**Clearwater County
Bylaw No. 1001/15**

A bylaw to authorize the rates of taxation to be levied against assessable property within Clearwater County, in the Province of Alberta, for the 2015 taxation year.

WHEREAS, Clearwater County has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on January 13 2015; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for Clearwater County for 2015 total **\$61,932,377** and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at **\$19,2119,830**, and the balance of **\$42,720,547** is to be raised by general municipal taxation; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential and Farmland	\$4,257,966
Non-Residential	<u>\$12,582,302</u>
	\$16,840,268
Opted Out School Boards	
Residential and Farmland	\$49,092
Non-Residential	<u>\$145,092</u>
	\$194,184
Total School Requisitions	\$17,034,452
Uncollectable School (Recovery)	(\$78,212)
Seniors Foundation	\$846,688

WHEREAS, the Council of Clearwater County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act (MGA), Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in Clearwater County as shown on the assessment roll is:

	<u>Assessment</u>
Residential	\$1,706,287,400
Non-residential	3,738,280,240
Farmland	58,101,780
Machinery & Equipment	1,527,487,750
Exempt	<u>127,234,600</u>
	\$7,157,391,770

NOW THEREFORE, under the authority of the Municipal Government Act (MGA), the Council of Clearwater County, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of Clearwater County:

	Tax Levy	Assessment	Tax Rate
Municipal			
Residential	\$4,370,143.	\$1,706,287,400	.0025612
Non-residential	\$27,913,739.	3,738,280,240	.0074670
Farmland	\$237,973.	58,101,780	.0040958
M&E	\$11,405,751.	1,527,487,750	.0074670
ASFF			
Residential/Farmland	\$4,260,674.	\$1,744,033,450	.0024430
Non-residential	\$12,594,157.	\$3,662,156,715	.003439
Opted-Out School Boards			
Residential/Farmland	\$49,132.	\$20,111,250	.002443
Non-residential	\$145,229.	\$42,230,009	.003439
School Uncollectable Taxes	(\$77,844.)	\$5,560,266,420	-.000014
Westview Lodge	\$843,619.	\$7,030,157,170	.000120

2. The minimum amount payable as property tax for general municipal purposes shall be \$25.00.
3. That this bylaw shall take effect on the day of the third and final reading.

Read a first time on this day of April, 2015.

Read a second time on this day of April, 2015.

Read a third time and passed on this ____ day of _____, 2015.

Clearwater County

Reeve

Chief Administrative Officer



Agenda Item

Project : Public Notification Methods Policy	
Presentation Date : April 28, 2015	
Department : Council	Author : Christine Heggart
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area : Governance and Intergovernmental Relations	Goal : Policy review
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>Municipal Government Act</u> <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Procedural Bylaw 954/12</u>	
Attachments: Advertising Policy (Revised 2013); Public Notice for Meeting Date Changes Policy (1995); DRAFT Public Notification Methods Policy	
Recommendation: <ol style="list-style-type: none">1. That Council rescind the <i>Advertising Policy</i> (2013).2. That Council rescind the <i>Public Notice for Meeting Date Changes Policy</i> (1995)3. That Council review, revise as required and adopt a new combined <i>Public Notification Methods Policy</i>.	
Background: <p>As part of Council's policy review process, staff have identified two policies with similar mandate in terms of public notification – <i>Advertising Policy</i> (2013) and <i>Public Notice for Meeting Date Changes Policy</i> (1995).</p> <p>With the Government of Alberta's approval of first round of amendments to the <i>Municipal Government Act</i> (MGA), municipalities' public notification practices may require change in order to meet the related legislation (by the end of 2016). With MGA changes, Council's <i>Advertising Policy</i> and <i>Public Notice for Meeting Date Changes Policy</i> do not include the provision of "electronic methods" for notification allowed under new regulations of the "Public Notification Methods" changes to MGA.</p> <p>Currently, the MGA requires public notification using traditional communication methods, such as mail or newspapers. The MGA Review indicated that "Albertans have observed that traditional</p>	



notification methods may no longer be as effective in communicating with the public due to increasing costs and limited accessibility in smaller communities. Municipalities have requested flexibility on notification methods to allow for current and future technologies.”

In review of the *Advertising Policy* (2013) and *Public Notice for Meeting Date Changes Policy* (1995), staff determined the content in both policies was similarly related to both advertising and public notification and combined the policies into one draft *Public Notification Methods Policy* for Council’s review and consideration. Council’s procedural bylaw 954/12, section 4.9, indicates the notification timeframe and locations for meeting date changes, and the draft *Public Notification Methods Policy* presented lines up with this bylaw. The draft also meets the current MGA’s advertising requirements under section 606 (1) and (2).

Staff will continue to monitor the requirements under the Public Notification Methods amendments to the MGA, and will report back to Council as development of a Public Notifications Methods Bylaw may become necessary.



CLEARWATER COUNTY Public Notification Methods Policy

POLICY

EFFECTIVE DATE:	April 28, 2015
REVISION DATE:	N/A
SECTION:	Administration
POLICY STATEMENTS:	<p>To implement an effective public notification procedure that satisfies the advertising requirements of the Municipal Government Act (MGA) and informs the public of Clearwater County's activities and Council's meeting dates.</p> <p>Council will provide public notice in instances where regular Council or Committee meeting dates are changed or Special Council meetings are arranged, taking into account the time available to give notice, and the statutory requirements and significance of the meeting.</p>
PROCEDURE:	<ol style="list-style-type: none">1. All advertisements required by Section 606 (2) of the <i>MGA</i> (i.e. bylaw, public hearing), will be published at least once a week for two consecutive weeks in the local papers, the Rocky Mountain House Mountaineer, the Western Star and the Sundre Roundup and on the County's website under "Public Notices".2. Non-statutory advertising (i.e. job postings, open house) will be placed at the direction of the department Director to which the advertisement applies.3. Council and all Committees are encouraged to utilize their regular meeting dates, as much as practicable.4. In accordance with Section 193(3) of the <i>MGA</i>, notice of a change in date, time or place, of any Regular Meeting of Council must be provided at least 24 hours prior to the meeting to Councillors and to the public. Public notification will occur by posting a notice in the Clearwater County



CLEARWATER COUNTY Public Notification Methods Policy

	<p>Administration Office; and posting a notice on the Clearwater County website.</p> <p>5. Notice of a Special Council Meeting must be given at least 24 hours in advance. Public notification will occur by posting a notice in the Clearwater County Administration Office; and posting a notice on the Clearwater County website.</p> <p>6. Special Council meetings may be held without public notice providing that the provisions of Section 194 of the <i>MGA</i> are adhered to.</p> <p>7. Changes to any regular Committee meeting dates shall be posted on the public bulletin board in the municipal office only unless, in the opinion of the committee chair, the issues to be discussed at that particular meeting, are of significant public interest. In this case the committee chair may request a department Director, the CAO, or their delegate, to advertise the meeting change in the local newspapers or on the County website.</p> <p>8. Placement of public notices is the responsibility of the Communications Coordinator, based on the direction of the department Director to which the advertisement applies.</p>
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CLEARWATER COUNTY Advertising Policy

POLICY

EFFECTIVE DATE:	August 2000
REVISION DATE:	March 12, 2013
SECTION:	Administration
POLICY STATEMENT:	To implement an effective advertising procedure that satisfies the advertising requirements of the Municipal Government Act (MGA) or informs the ratepayers and electors of Clearwater County's activities.
PROCEDURE:	<ol style="list-style-type: none">1. All advertisements will be placed in the local papers, the Rocky Mountain House Mountaineer and the Leslieville Western Star.2. Statutory advertisements required by the MGA, which may affect residents in the area south of Township 36, should also be placed in the Sundre Roundup.3. Public Notices should be placed under a single heading (i.e. County Highlights) identifying the information as pertaining to Clearwater County. The notices should also include the County's logo, civic address, mailing address, website and e-mail address, along with the County's social media links.4. Placement of advertisements is the responsibility of the Communications Coordinator, based on the direction of the department Director to which the advertisement applies.

Clearwater County

Public Notice for Meeting Date Changes

EFFECTIVE DATE: January 1995

SECTION: Administration

POLICY STATEMENT:

The Council for Clearwater County will endeavor to provide adequate public notice in instances where regular Council or Committee meeting dates are changed. The manner of notice will take into account the time available to give notice, and the assessed public significance of the meeting

PROCEDURE:

1. The Council and all Committees are encouraged to utilize their regular meeting dates as much as practicable.
2. Changes in Council meeting dates, except in exceptional circumstances where time does not permit, shall be advertised in one week of the local newspapers.
3. In those instances where time does not permit the change in the Council meeting date to be advertised, the notice of the change shall be posted on the public bulletin board in the municipal office.
4. Special Council meetings may be held without public notice providing that the provisions of Section 194 of the Municipal Government Act are adhered to.
5. Changes to any regular Committee meeting dates shall be posted on the public bulletin board in the municipal office only unless, in the opinion of the committee, the issues to be discussed at that particular meeting, are of significant public interest. In this case the committee may direct staff to advertise the meeting change in the local newspapers.
6. Whenever changes to Council or Committee dates are advertised, they shall be advertised in the Mountaineer and the Western Star. Any advertisement shall clearly state the new time, date and location of the meeting.



Agenda Item

Project : 2015 Minister's Awards for Municipal Excellence	
Presentation Date : April 28, 2015	
Department : Council	Author : Christine Heggart
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area : Governance and Intergovernmental Relations	Goal :
<p>Recommendation:</p> <ol style="list-style-type: none"> 1. That Council endorse the submission of the Stronger Together Agreement and the successes of the Intermunicipal Collaboration Committee and Tri-Council for consideration for the 2015 Minister's Awards for Municipal Excellence in the partnership category. 	
<p>Background:</p> <p>Clearwater County, the Town of Rocky Mountain House and the Village of Caroline have a long history of collaboration and for more than 20 years have demonstrated commitment to partnership and sustainability. This is demonstrated through:</p> <ul style="list-style-type: none"> • long-standing commitments to operational and capital cost sharing on recreational and cultural facilities; • revenue sharing agreements in place for nearly two decades; • the provision of regional programming (i.e. FCSS, fire and emergency management) with an eye to increasing the number of regional service offerings; • the sharing of services either paid, gifted or reciprocal (i.e. wastewater management, weed control, street sweeping, crack sealing, snow removal); • annual/bi-annual Tri-Council meetings to discuss issues of mutual concern, improve understanding of rural/urban challenges faced by partner municipalities and maintain or improve relationships; and, • Reciprocal invitations (10+ years) to Councillors to attend the respective municipality's provincial association convention (i.e. Alberta Association of Municipal Districts and Counties (AAMDC) or Alberta Urban Municipalities Association (AUMA)). 	



Staff feel the three municipalities collaborative strategies are noteworthy, and demonstrate that all three Council's work together in the best interest of the community as a whole - or "one community, governed by three Councils."

The Intermunicipal Collaboration Committee (ICC) and the resulting agreements for revenue sharing, wastewater infrastructure and recreation facilities (Rocky Arena, Caroline Community HUB), along with the long term planning underway such as the 10 year regional capital infrastructure plan, makes the collective community stronger and more sustainable.

The submission deadline for the 2015 Minister's Awards for Municipal Excellence is May 29.2015. Award recipients will be recognized at the AAMDC Convention in November.

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of ...2015.....

Name of Councilor / Board Member PAT ALEXANDER.....

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$156.00	Next 4 Hours \$124.00	Next 4 Hours \$124.00	Regular Council Meeting \$283.00	Lunch \$16.00	Mileage @ \$0.55 / km
03/04/15	Reg. Fire	X	X				74 ✓
03/04/15	Physician Recruitment			X			40 ✓
03/09/15	Di-corp Tour	X					63 ✓
03/10/15	Council				X		74 ✓
03/13/15	Chamber Banquet	X					74 ✓
03/16/15	AAMDC Conf				X		194 ✓
03/17/15	AAMDC Conf				X		
03/18/15	AAMDC Conf				X		195 ✓
03/19/15	Canada 150	X					86 ✓
03/19/15	Ag Building Open House		X				
03/20/15	Meeting with Ron	X					37 ✓
03/24/15	Council				X		74 ✓
03/26/15	Tri-Council	X	X				74 ✓
	Hotel Room for Conference						

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Remuneration Calculation

<u>6</u>	Meetings @ \$156.00=	<u>936.00 ✓</u>	<u>985</u>	Kms @ \$0.55=	<u>541.75 ✓</u>
<u>4</u>	Meetings @ \$124.00=	<u>496.00 ✓</u>		Lunch @ \$16.00=	<u> </u>
<u>5</u>	Meetings @ \$283.00=	<u>1415.00 ✓</u>			
	Supervision=	<u>850.00 ✓</u>	AAMDC Hotel	Receipt (ON FILE)	<u>491.38 ✓</u>
	TOTAL=	<u>3697.00</u>		TOTAL=	<u>1033.13</u>

From: Mervin Peters |
Sent: Friday, March 20, 2015 8:41 PM
To: Administrator
Subject: leslieville councillor

Good morning, I would like to get in touch with the councillor who looks after Leslieville because I want to invite him to bring greetings from the County at a Women's Institute Conference which is being held at the Leslieville Hall on May 7, 2015. Would it possible to have him email me or could you give me his email address and I will contact him? Thanks for any help given. Roberta Peters rosedale