

CLEARWATER COUNTY COUNCIL AGENDA
September 11, 2018
9:00 am
Council Chambers
4340 – 47 Avenue, Rocky Mountain House, AB

- 9:00 am Shannon Williams and John Winchester, Representatives,
Speight Road/Cow Creek Committee**
- 9:15 am Jacquie Boyd, Executive Director, Big Brothers Big Sisters Red Deer & District and
Nick Frank, Camp Alexo Facility Coordinator**
- 9:30 am Hannelie Eder, President, Rocky Airshow Society**
- 11:00 am CLOSED Session: Item I2 - Clearwater Broadband Infrastructure Master Plan**

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. August 28, 2018 Public Hearing Minutes
2. August 28, 2018 Regular Meeting Minutes

D. DELEGATIONS

1. 9:00 am Speight Road/Cow Creek Committee
2. 9:15 am Big Brothers Big Sisters Red Deer & District - Camp Alexo
3. 9:35 am *TABLED ITEM* Rocky Airshow Society

E. AGRICULTURE & COMMUNITY SERVICES

1. Fall 2018 High School Awards Ceremonies

F. PUBLIC WORKS

1. Signage Request for Nordegg North Subdivision

G. MUNICIPAL

1. Policy Review: *Vehicle & Equipment Use by Staff*

H. INFORMATION

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

I. CLOSED SESSION*

1. Clearwater Regional Fire Rescue Services Advisory Committee Update; *FOIP s.21 – Disclosure Harmful to Intergovernmental Relations*
2. 11:00 am Clearwater Broadband Infrastructure Master Plan; *FOIP s.16 – Disclosure Harmful to Business Interests of a Third Party and s. 24 Advice from Officials*

* For discussions relating to and in accordance with: a) the Municipal Government Act, Section 197 (2) and b) the Freedom of Information and Protection of Privacy Act

K. ADJOURNMENT

TABLED ITEMS

<u>Date</u>	<u>Item, Reason and Status</u>
06/13/17	213/17 identification of a three-year budget line for funding charitable/non-profit organizations' operational costs pending review of Charitable Donations and Solicitations policy amendments.
03/13/18	116/18 Crammond Community Hall Grant Request pending receipt of Crammond Community Hall's 2017 Financial Statement



DELEGATION

SUBJECT: Speight Road/Cow Creek Committee		
PRESENTATION DATE: September 11, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Haight, Executive Assistant	REVIEWED BY: Erik Hansen, Director Public Works Infrastructure/ Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Managing Our Growth	PRIORITY AREA: Support a transportation network that connects and moves residents and industry.	STRATEGIES:
ATTACHMENT(S): 'Speight Road Proposal'		

STAFF RECOMMENDATION:

That Council receives the information from the Speight/Cow Creek Road Committee Delegation, as presented.

BACKGROUND:

Shannon Williams and John Winchester, representatives from the Speight/Cow Creek Road Committee will attend Council to present a request for paving Speight Road (Township Road 39-0) up to the Cow Creek Road (Range Road 8-4).

SEPTEMBER 11, 2018

SPEIGHT ROAD PROPOSAL

ATTENDEES: SHANNON WILLIAMS

JOHN WINCHESTER

- 1. PRIORITY LIST**
- 2. TRAFFIC COUNT**
- 3. RESIDENCE RESIDING/ROADS PAVED SINCE**
- 4. DUST CONTROL ISSUES**
- 5. SAFETY ISSUES**
- 6. SPEED LIMITES INFORCED**
- 7. COUNTY PLAN**
- 8. CONCLUSION**

PROPOSAL FOR PAVEMENT ON THE SPEIGHT ROAD RR 39-0 UP TO COW CREEK ROAD 8-4

1. PRIORITY LIST

EIGHT YEARS AGO IN 2010 39-0 RR WAS ON THE TOP OF THE "PRIORITY LIST" OF "ROADS TO BE PAVED" IN THE CLEARWATER COUNTY.

THEN THERE WAS A BIG CHANGE!! LOTS OF FACTORS WERE INVOLVED.

1. ELECTION OF DIFFERENT COUNCILLORS

2. THE START OF DEVON/CNRL COMPRESSOR SITE ON SPEIGHTS LEASE

3. BIG OILFIELD EXPANSION WEST ON SPEIGHT ROAD UP INTO THE COW CREEK AREA . PIPELINE/COMPRESSORS/WELLSITES/WATER CONTAINING UNIT

4. SUNPINE TREE FARMING AND ALL THE LOGGING TRUCKS

SO WHATEVER DUST CONTROL WE HAD PURCHASED WAS GONE.

WE NEVER GOT THE PAVEMENT AS WAS SAID

PRIORITY WENT TO THE CHICKEN RANCH ROAD

SO WAS IT BECAUSE A "INTERM COUNCILOR " LIVED THERE?

2. TRAFFIC COUNT

SHEETS ADMITTED FOR EVIDENCE

1. 2012 - 562 HIGHEST IN COUNTY

2014 - 533 SECOND HIGHEST IN COUNTY

AVERAGE OVER THE LAST 5 YEARS

LISTED AS SPEIGHT ROAD 1 TRAFFIC COUNT IS 392 SECOND HIGHEST IN COUNTY AGAIN WITH A 21% BEING TRUCKS. NOT SURE IF THIS IS BIG HAULING TRUCKS? GOING BY OUR HOUSE THE PERCENTAGE SEEMS HIGHER THAN THAT

IF YOU LOOK AT THE SPEIGHT ROAD 2 RANGE 8-0 TO COW CR IT 243 STILL QUITE HIGH AND 28% TRUCKS.

I HAVE COUNTED TRAFFIC SOME DAYS WHEN VERY BUSY

2014 630 TO 830 85

330 TO 410 31

Traffic Counts

Road	Location 1	Location 2
Taimi Road	Twp Rd 40-0	Hwy 12
2012	322	144
2013	357	133
2014	368	175
O'Chiese Road	Buster Creek	Reserve
2012	450	663
2013	495	336
2014	886	440
Old 11A	End of Pavement	Hwy 11
2012	177	66
2013	119	71
2014	209	92
Speight Road	Hwy 752	Cow Creek
2012	562 >	180 >
2013	No Data	No Data
2014	533 >	235 >
Gimlet Road	South End (103)	North End (102)
2012	170	152
2013	202	121
2014	293	142
River Road	Hwy 11A	Hwy 11
2012	No Data	No Data
2013	334	455
2014	311	275

*Note: All Counts are completed between end of ban season (June) and Mid-October
Counts are an average of 7 day 24 Hour Counts

Description	Length (km)	No. Residence	Industrial Property's	Property's Served	Total	Traffic Count	% of Trucks	
Nordegg Residential	RR 15-2A North of Hwy 11	2.5	182	0	244	426	255	5%
Leslieville East	Hwy 761 to RR 4-3	6.0	16	4	12	32	235	8%
Burnstick Lake Road	End of ACP to RR 7-0	5.8	57	11	59	127	221	15%
River Road	Hwy 11 to Hwy 11a	3.2	28	2	32	62	316	9%
Crammond Road 1	Hwy 22 to Caroline S	5.0	21	9	35	65	182	19%
Stauffer Road 1	Hwy 761 to RR 6-1	11	19	7	20	46	188	21%
RR 5-2	Hwy 54-Crammond	7.25	36	9	43	88	155	14%
Aurora Hall Road	S.H.761 to Boundary	5.5	12	11	16	39	153	17%
Gimlet Road	County Portion	6.4	17	12	24	53	152	20%
Beaver Flat Road 1	Hwy 12 north 12.8	12.8	21	32	37	90	124	16%
Old Hwy 11A	End of Pavement to 10 Mile RD	4.2	33	13	44	90	143	13%
Beaver Flat Road 2	Hwy 11 to SH 598	8.0	25	5	20	50	125	15%
Hespero Road	Hwy 11 to Twp 38-0	9.6	30	22	29	81	105	16%
Stauffer Road 2	Wall St. to Stauffer	6.4	12	3	17	32	91	21%
Twp RD 40-2	Hwy 761 to Beaver Flats	8	20	9	21	50	125	20%
Crammond Road 2	Caroline S.-Burnstick	3.2	10	7	12	29	125	10%
Evergreen Road	SH761 to Evergreen	4.8	8	4	13	25	139	14%
Strubble Lake Road	Twp 37-5A to Twp 37-4	2.4	32	15	27	74	127	10%
TWP 40-5	Hwy 22 to RR 7-4	1.6	29	5	36	70	143	6%
Resource Roads								
O'Chiese Road	Buster Crk to Reserve	16.7	0	42	0	42	488	15%
Speight Road 1	752-Range rd. 8-0	1.0	22	9	22	53	392	21%
Red Deer River Access	Hwy 734 to W of RR 7-5A	18.63	0	16	0	16	231	21%
Speight Road 2	Range 8-0 to Cow Cr.	6.1	10	11	8	29	243	28%
Oras Road	Plant to Hwy 53	8.0	0	26	2	28	92	26%

3. RESIDENCE RESIDING/ROADS PAVED SINCE

YOU CAN REFER TO THE COUNTY TRAFFIC COUNT FOR THE NUMBER OF RESIDENCE ON THIS ROAD.

OUR COUNT FOR RESIDENCE ALONG 39-0 FOR 2 KM NUMBER 14

10 LIVE WITHIN 50FT TO 300 FT AND 4 PASS THAT DISTANCE.

WE ALREADY SUBMITTED A PETITION ON PAVING THIS ROAD BACK IN 2010

OTHER ROADS HAVE BEEN PAVED SINCE WE WERE TOP OF THE PRIORITY LIST. SOME BEING

NORTH FORK/ELK RIVER ROAD/ TIAMI/CHICKEN RANCH ROAD ETC

4. DUST CONTROL

OVER THE PAST YEARS WE HAVE TRIED ALL KINDS OF DUST CONTROL.

WITH OUT A LOT OF SATISFACTION. USUALLY NEVER GETS DONE UNTIL THE END OF JUNE/INTO JULY AND THIS YEAR AUGUST. BY THEN WEVE HAD 2-3 MONTHS OF BAD DUST. REMEMBER WE ARE ONE OF THE BUSIEST DIRT ROADS IN THE COUNTY.

- 1. DUST CONTROL IS A BIG COST TO US/THE COUNTY AND THE OILFIELD . NOT TO MENTION THE TIME TO LINE UP AND HAVE IT DONE**
- 2. DAMAGE TO VEHICLES - PITTING ON THEM/RUSTING/CANT WASH THE SUBSTANCE OFF.**
- 3. ROAD IS MUDDY WHEN WET./ DUSTY WHEN DRY**
- 4. POT HOLES /GRAVEL ISSUES**
- 5. WATER TRUCK RUNS 3 TIMES A DAY RIG MOVES ON THE WEEKENDS**
- 6. THE AMOUNTOF HEAVY TRUCKS THAT TRAVEL ON THE ROAD**

5. SAFETY ISSUES

1. HEALTH - BREATHING THE DUST ALL THE TIME WHILE OUTSIDE/IN

-KIDS OUTSIDE TO PLAY SOMETIMES HARD TO SEE THEM

2. WALKING ON ROAD SIDE - EXERCISING

- CANT SEE DANGEROUS

3. VEHICLES/TRUCKS ETC

- CANT SEE DANGEROUS/ CANT SEE TILL RIGHT UPON THEM

4. RESIDENCE-

- HOUSES/BUILDING/YARD/MACHINERY/ EVERYTHING COVERED WITH DUST

- LARSENS HOUSE IS 50 FT FROM THE ROAD MINE IS 200 FT

i CANT LEAVE EVEN A WINDOW OPEN AND EVERY THING IS

DIRTY.

6. SPEED LIMITS ENFORCED

50 KM SIGNS FOR 2 KM FROM ON THE WEST SIDE OF ROLAND LARSENS TO HIGHWAY 752.

WE HAVE 4 HIDDEN DRIVE APPROACHES WITHIN THIS AREA THAT IT IS HARD TO SEE ON COMING TRAFFIC /AND THE HILL IS VERY SLICK IN THE WINTER AND VERY SELDOM GETS GRADED AND SANDED.

COST TO ENFORCE - WELL WE ALL PAY TAXES . AND AGAIN THEY WENT UP.

7. CONCLUSION

WE ARE A FARMING COMMUNITY ALTHOUGH THE OILFIELD HAS TAKEN OVER A LOT . SOME HAVE OFFERED ASSISTANCE WHILE OTHERS SAY THEY ONLY USE THE ROAD ONCE IN A WHILE

THE OIL FIELD BIG TRUCKS ARE TO GO AROUND THRU NORTH FORK BUT IF YOU HAD TO TRAVEL 35 PLUS KM TO GET TO 752 VERUS 15 AND LESS !!! WHICH WAY WOULD YOU TRAVEL.????

The Speight Road / Cow Creek Committee

~~WE~~ WE HAVE HAD A FEW MEETING WITH OUR COUNSILOR AND HE HAS DIRECTED US TO A POINT BUT WE FEEL THERE IS MORE THAT SHOULD BE DONE AS WERE NOT GAINING ON THIS PROJECT. ITS BEEN 9 YEARS OF TRYING TO GET THIS ROAD PAVED. THERES ALWAYS EXCUSES.

WHAT IS THE VISION FOR THE SPEIGHT ROAD 39-0 .

CAN WE BE PRO-ACTIVE ON THIS PROJECT INSTEAD OF REACTIVE.

BEFORE THERE IS A CASUALITY/OR SOMEONE IS KILLED ON THIS ROAD



DELEGATION

SUBJECT: Big Brothers Big Sisters of Red Deer & District		
PRESENTATION DATE: September 11, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Haight, Executive Assistant	REVIEWED BY: Matt Martinson, Director Agriculture & Community Services/ Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Managing Our Growth	PRIORITY AREA: Support a transportation network that connects and moves residents and industry.	STRATEGIES:
ATTACHMENT(S): 'Camp Alexo Phase 3 (Lodge) Case for Support'		

STAFF RECOMMENDATION:

That Council receives the 'Camp Alexo Phase 3 (Lodge) Case for Support' from the Big Brothers Big Sisters of Red Deer & District Delegation, as presented.

BACKGROUND:

Big Brothers and Big Sisters of Red Deer and District (BBBS) is a charitable organization that leases and operates Camp Alexo located east of Nordegg. BBBS provides opportunity for all children and youth, regardless of social and/or financial barriers, to attend summer camp at Camp Alexo to learn new skills, build confidence, and develop healthy relationships.

Jacquie Boyd, Executive Director, BBBS and Nick Frank, Camp Alexo Facility Coordinator, will present a 'Case for Support' for Council's consideration of funding \$15,412.00 for the completion of Phase 3 of the Camp Alexo Master Plan to address capital and infrastructure needs.



Big Brothers Big Sisters
of Red Deer and District

CAMP ALEXO PHASE 3 (LODGE) CASE FOR SUPPORT

Submitted to:

**Clearwater County
C/O Mr. Matt Martinson
MMartinson@clearwatercounty.ca**

Submitted by:

**Big Brothers and Big Sisters of Red Deer and District
Charitable Registration # 13209 0929 RR0001**

**Submitted:
2018 08 10**

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EXECUTIVE SUMMARY

This Case for Support (“Case”) is for the third and final phase (“Phase 3”) of the Camp Alexo Master Plan (“Master Plan”). Phase 3 replaces the lodge and dining facilities at a cost of \$965,658.

Camp Alexo has been serving children and families in Central Alberta since 1984. More than 22,500 children and families have benefited from Camp Alexo over the past 34 years. Camp Alexo’s mandate from day one has been to provide a resource for children to grow and discover their potential regardless of financial or social barriers. 80% of the children who attend Camp Alexo are from economically disadvantaged families. To this date no child has ever been denied an opportunity to experience Camp Alexo due to financial barriers. To ensure Camp Alexo continues to meet that mandate a Master Plan was developed to address the capital needs and infrastructure for which to deliver the outcomes and ensure this resource continues to positively impact children and families well into the future. This Case includes the successes with Phases 1 and 2 of the Master Plan and outlines in detail Phase 3. The Master Plan represents a tremendous commitment from throughout Central Alberta. It relied on significant fundraising, private donor and business support, in-kind donations and volunteer commitment. With 98.5% of funds raised to complete the final phase we are so close to celebrating the completion of the Camp Alexo Master Plan. We are respectfully requesting the consideration of Clearwater County to contribute the final \$15,412 to get us over the finish line as we near completion of this project.

The entire 3 phases of the Master Plan represents a community investment of more than 2.5 million dollars, with more than 920 volunteers contributing more than 38,600 volunteer hours. This was all accomplished during the past 4 years in a tough economy, which is a testament of the level of support shared to make this happen. The last 10% of fundraising efforts has been very challenging to say the least. Donor fatigue and fundraising efforts have been exhausted. The generous contribution of three private donors and one anonymous donor was the catalyst to drive our efforts in the final phase.

Completion of the Master Plan will transform Camp Alexo from a seasonal summer camp to a year-round wilderness resource that will not only be accessible to the target population we serve, but also to groups throughout Clearwater County and Central Alberta looking for an accessible resource in the heart of David Thompson Country.

Your consideration of this Case is greatly appreciated. Should you have any questions or require further information please contact Jacquie Boyd, Executive Director, at 403 342-6500 ext. 105 or jacquieb@youthhq.ca.

INTRODUCTION

Camp Alexo, an accredited camp with the Alberta Camping Association and a member of the Canadian Camping Association, has served Central Alberta since 1984. More than 22,500 children and youth have walked the trails at Camp Alexo. A key driver for Camp Alexo is the benefits a camp experience can have on a child growing up. Children need to unplug from technology on occasion and plug into the natural world around them to grow discover their potential. The Camp Alexo's original mandate, which remains true today, is every child who wishes to go to camp will have that opportunity regardless of social or financial barriers.

The public lands for which Camp Alexo is located (6.2 hectares) is leased by the Big Brothers and Big Sisters of Red Deer and District (BBBS) with programs and services operated through a collaborative partnership with the Boys and Girls Club of Red Deer & District (BGC). Both are registered charities based out of Youth HQ in Red Deer which provides shared administrative services and supports. This is a cost effective and efficient model – maximizing the impact of the public donated dollar. In addition, the needs of youth and families are addressed in a collaborative 'full circle' approach by utilizing services from a number of agencies and organizations we partner with.

BBBS is governed by a volunteer Board of Directors and is driven by a dedicated staff team who is supported by a caring group of more than 300 adult volunteers and business and community partners. Collectively and collaboratively over 1,700 children and youth are supported annually.

This Case for Support addresses capital and infrastructure needs of Camp Alexo. Without the infrastructure in place we could simply not achieve the desired impacts and outcomes. Refer to "Theory of Change" attached.



IMPACT

CAMP ALEXO – PROGRAM OUTCOMES

- 75% identified an opportunity to lead peers in an activity while at camp.
- 84% indicated feeling good about themselves.
- 82% indicated making healthy lifestyle choices since attending camp.
- 92% identified new friends while attending camp
- 86% get along better with adults and parents
- 89% indicated feeling a sense of belonging and being cared about.
- 82% develop more positive relationships
- 74% have a better attitude towards school
- 88% are introduced to new experiences
- 90% feel safe when they are at camp
- 79% expressed feeling valued

*based on 88% response rate (308 respondents)

Our mission is “to empower children and youth to develop confidence and skills for life through knowledge, healthy relationships, and quality experiences.”

Many may recall someone in their childhood who had a profound impact on who they are today. It may have been a caring adult who helped one discover themselves, recognized one’s strengths or gave one the confidence to pursue goals. These experiences created lifetime memories. Our core values seek to create a foundation of support for children and youth to develop confidence, skills for life, and healthy relationships they can apply to being contributing members of society. All programs and services are accessible to all, regardless of social or financial barriers.

MASTER PLAN

In 2012- 2013 the Board of Directors directed a strategic process to evaluate the impact of Camp Alexo and to determine its future. This was accomplished through consultation with stakeholders throughout the community: volunteers, alumni, children and youth, and community organizations and agencies. The feedback that Camp Alexo is a valuable resource was overwhelming; it addresses the need for accessible and affordable opportunities for children, families and community. Another finding was the need to expand Camp Alexo to enhance its reach and impact.

This research also validated the need to create the Master Plan with community input. A key objective of the Master Plan was to have a blueprint to identify and address capital needs to ensure Camp Alexo would continue to fulfill its mandate for the next 50+ years. A three-phase plan comprised of facilities, infrastructure and the lodge was created with a three year completion timeline (2014 – 2017). (See enclosed memory drive for Camp Alexo Master Plan PowerPoint Presentation.)

PHASE 1 – Facilities (2014)

Phase 1 of the Master Plan was completed in the spring of 2014. On the weekend of June 5 - 7, 2014 more than 300 community volunteers and business friends completed a variety of projects to enhance and expand Camp Alexo's facilities. (See enclosed memory drive for the video of the Phase 1 project.)

The projects completed included construction or restoration of the following:

- New washroom and shower facilities
- New sports court
- Two new 22 person cabins
- New caretaker residence
- New central group main fire pit complete with seating and stage
- New entrance arch and gate
- Two activity stations with storage and a central fire circle
- An archery range
- Three new 26' tipis, summer accommodations
- New out-trip building for storage of adventure-based program equipment
- Conversion of a former cabin into an eco-education program activity building
- Renovation of three existing cabins
- Development of trails
- Extensive clean-up of trails and brush
- Expansion of service/maintenance area and additional storage facilities

PHASE 2 - Infrastructure (2015 - 2016)

Phase 2 focused on the following infrastructure:

- New well system with greater capacity to meet growing needs
- New septic system to service lodge and washhouse facilities
- New fencing and signage throughout
- Upgrading water system to meet Alberta Health Standards
- Upgrading power station
- Upgrading road and entrance
- Clearing bush to align with Alberta Forestry Fire Safe best practices

Phases 1 and 2 were accomplished through a community investment of \$1,560,000 with more than 850 skilled and unskilled caring volunteers donating over 36,400 hours.

PHASE 3 – Lodge (2017)

The final phase is the replacement of the lodge and dining building. The new lodge at 4,800 sq. ft. will double the footprint of the former building and cost approximately \$970,000. A detailed budget follows which includes confirmed funding, pending funding, in-kind support, and building costs. (lodge drawings attached)

Phase 3 in 2017/18 is required as the former building no longer met current updates to building, fire and health standards. It was deemed not prudent to spend funds to renovate due to the cost and the age of the current building at 33 years. In addition, the initial impetus to proceed was the recent generous support by three private donors. By leveraging that support we were able to secure a significant contribution from an anonymous donor, government funding and foundation support. This enabled us to proceed and are nearing completion of the final phase.



FEATURES, BENEFITS AND OUTCOMES

The following is a list of anticipated features, benefits and outcomes upon completion of Phase 3:

Features	Benefits	Outcomes
A unique up-to-date facility:		
Well-constructed concrete precast facility	Long lasting: anticipated lifespan 50+ years	Increase usage and a longer building lifespan
Modern commercial kitchen	Lower operating and maintenance costs More efficient operation	Maintain lowest cost to users Meets Alberta Health Services standards
LED lighting throughout, concrete walls enhance insulation value, high efficiency force air central heating, low water use appliances)	Energy efficient	Reduce energy costs
Automatic closing doors, washroom, ramps and concrete/hard surface walkway on upper level	Wheelchair accessible	Reduce barriers for people with physical impairments
Designated medical/first aid room in lodge	Prompt treatment	Improve health and safety
Increase capacity: from 100 to 214 persons (2,400 sq. ft. to 4,800 sq. ft)	Serve more	Increase accessibility by children, youth and families we serve, and community groups throughout Central Alberta Attract more participants
2,500 - 3,000 sq. ft. for large group activity and dining space	Improve service to users	Attract more users Increase satisfaction by users (children, youth, families, group and community)

Covered deck	All-weather outdoor access	Attract more users Increase satisfaction by users and staff
A comprehensive business strategy	Sustainability to offer programs and services Address users' needs	Minimize financial risks Meets growing demand for updated facilities and greater user capacity Serve more children, youth, families and community
Engage camp alumni	Increase alumni engagement	Increase donations Increase pool of volunteers Improve community spirit

As a result of nearing completion of the Master Plan numerous benefits have already been realized. Some of these include ...

- Increased summer program attendance from 329 to 487.
- Expansion of program opportunities and experiences year round.
- Held first winter camp for children 12-15 years of age in February of 2018.
- Increased access to other organizations and community groups.
- Alberta Junior Forest Wardens holding their annual provincial event at Camp Alexo in the fall of 2018.
- 30% increase in participation from economically disadvantaged families.
- With capital facilities nearly complete enhanced program resources are being developed.
- Camp Alexo continues to be affordable and accessible to our target population.
- Inquiries with respect to access from within Clearwater County and throughout Central Alberta have increased dramatically.

Camp Alexo has been an active participating entity within Clearwater County since 1984. We partner and work with local area groups, businesses and individuals who share in promoting and protecting this special place we share in the heart of David Thompson Country.

PHASE 3 BUDGET

Revenue

<i>Particulars</i>	<i>Confirmed Amount</i>	<i>Pending Amount</i>	<i>Total Amount</i>
Private Donors (Letters attached)	\$250,000		\$250,000
Donated In-Kind (labour, equipment, materials)	\$116,246		\$116,246
Rotary Clubs of Red Deer and District	\$75,000		\$75,000
Organization Cash Fundraising	\$9,000		\$9,000
Alberta Government Funding (Community Facility Enhancement Program)	\$125,000		\$125,000
Ptarmigan Charitable Foundation Request	\$75,000		\$75,000
Anonymous Donor	\$300,000		\$300,000
Request from Clearwater County		\$15,412	\$15,412
TOTAL FUNDING	\$951,246	\$15,412	\$965,658

Cost Details (Cash)

<i>Particulars</i>	<i>Source</i>	<i>Total Cost</i>
Building (Detailed quotes and drawings attached)	Eagle Builders	\$778,536.67
Exterior space/deck (Detailed quote attached)	Eagle Builders	\$55,412.20
Landscaping Post Construction (Quotes attached)	Diamond J / Inland Cement / Blue Grass Sod Farms	\$5,782.90
Additional costs – exterior (fuel, volunteer support, materials)	n/a	\$5,713.25
Volunteer Support (Food)	n/a	\$1,350.00
Contingency – Additional materials (e.g., stone, gravel)	n/a	\$2,617.00
TOTAL CASH COSTS		\$849,412.02

Cost Details (In-Kind Donations)

<i>Particulars</i>	<i>Source</i>	<i>Total Cost</i>
Donated Labour (Skilled and unskilled) – Landscaping 22 volunteer @ 180 total hours X 20/hr. = \$3,600 8 volunteers @ 152 total hours X 35/hr. = \$5,320		\$8,920.00
Donated Equipment (including operator)	See attached	\$38,114.00
Donated Materials/Services	See attached	\$37,742.00
Donated Labour, Equipment, Materials – Exterior portion	See attached	\$31,470.00
TOTAL IN-KIND COSTS		\$116,246.00
TOTAL COSTS (\$849,412 + \$116,246)		\$965,658

RECOGNITION OF CEARWATER COUNTY

Clearwater County would be recognized in accordance to our donor recognition plan and would also be acknowledged on our Camp Alexo brochure in 2019. Clearwater County would also be recognized recognized under the “Friend” category on the Margaret Bolze Memorial Donor Wall at Youth HQ in Red Deer.

DONOR STEWARDSHIP

Our donor stewardship offers all donors and contributors the opportunity to become more engaged and involved in hands-on activities to see where their dollars are going. Many donors aren't able to do so, but it is important to offer opportunities that include:

- Participating in the annual volunteer project weekend at Camp Alexo in early June of each year.
- Volunteering, in a support role, at a residential summer camp; and
- Simply dropping by to visit, tour the facilities and/or get a better understanding of the programs and services.

CLOSING

Alexo, the ‘ghost town’ on which Camp Alexo is build, has a rich mining history. It, however, was unable to sustain its coal operation and closed its operations and the community was no more. Camp Alexo also has a rich history. Opened in 1984 it had a clear and distinct objective: to provide children and youth opportunities to develop and grow through enriching experiences in the incredible landscape of David Thompson Country. Its success is not based on financial gain but humanity's gain. With incredible evidence-based outcomes it continues to flourish and provide opportunities for future leaders and community supporters to develop confidence and skills for life through knowledge, healthy relationships, and quality experience.

It has been a significant challenge over the past 3 years and we are so close to realizing the objective. The last remaining funds for an ambitious project such as this is often the most difficult to secure This Case was created to provide Clearwater County with sufficient evidence to merit granting the last remaining funds needed to reach our goal. Respectfully, the hope is it has been convincing.

ATTACHMENTS

Theory of Change

Donation letters

██████████ family donation letters

Summary of building construction costs (Eagle Builders)

 Preliminary Drawings (Eagle Builders)

 Post construction landscape quotes (4 companies)

Donated

 Volunteer labour (skilled and unskilled breakdown)

 Exterior Project costs and donated Labour, Materials,
 Equipment

 Sub-trades in-kind donations summary (Eagle Builders)

 Materials and services

Letters of support

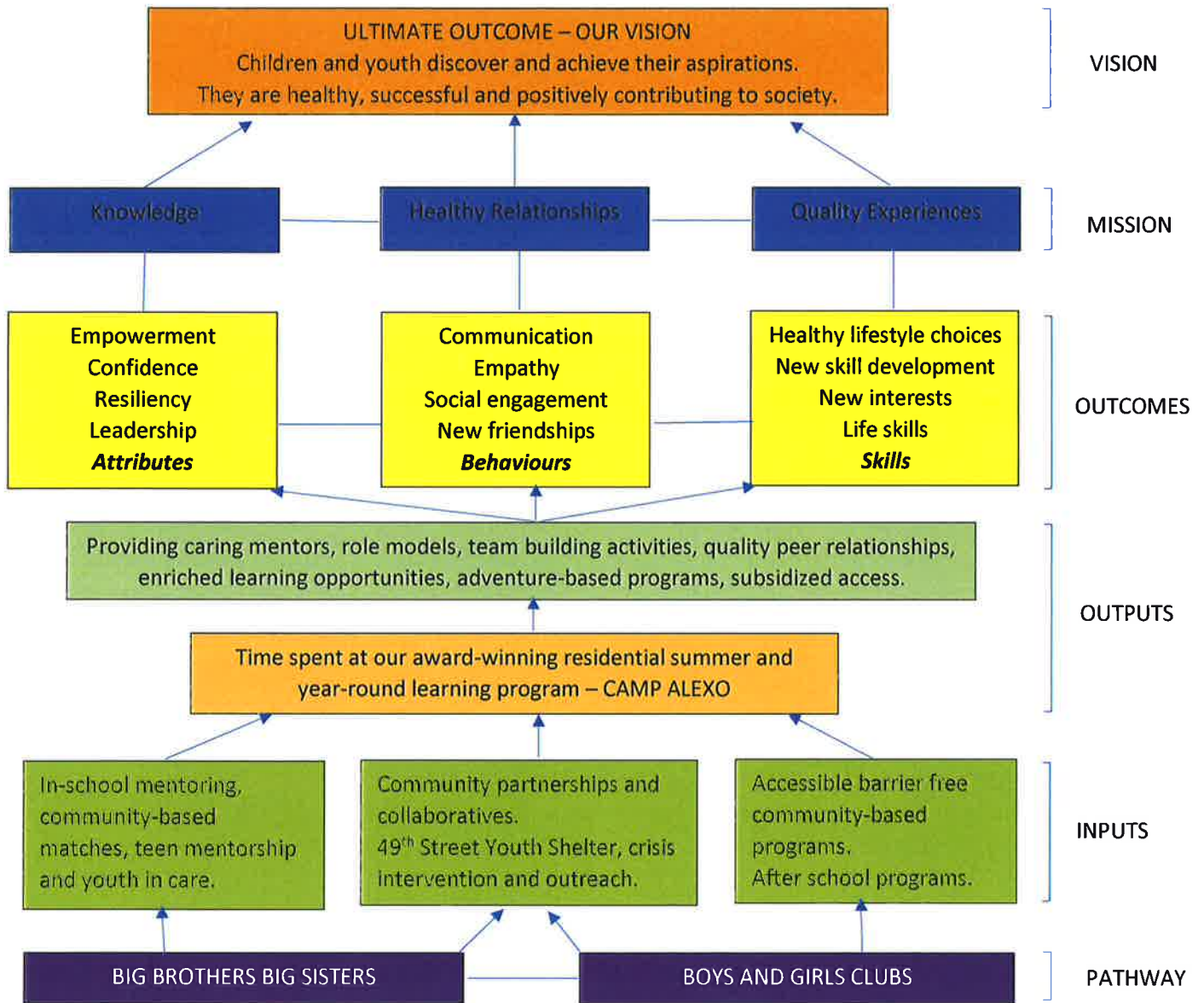
 Alberta Environment and Public Lands

 Junior Forest Wardens (Red Deer Wood Chucks)

 Alberta Camping Association



Theory of Change



Programs and services are available to all children, youth and families with an emphasis on those facing economic and social barriers. In addition to coming from economically disadvantaged circumstances, many families face other complex challenges associated with poverty. Many are in single parent or blended families, foster care or assisted living, and also face cultural and social barriers. All community based-programs and services are barrier free and 100% subsidized. Realizing potential is accomplished through enriched learning opportunities through the support of caring adult mentors. This promotes and fosters healthy, educated, economically self-sufficient people.

ATTACHMENTS

Donation Letters

 family donation letters



Big Brothers and Sisters of Red Deer and District
4633 49 St
Red Deer, Alberta
T4N 1T4

Dear Sir:

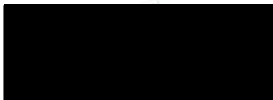
RE:  Donation Pledge

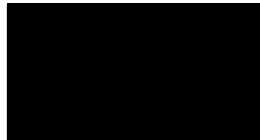
We are writing in order to confirm for you information related to my donation pledge for your capital project for the construction of a new main lodge at Camp Alexo near Nordegg.

I am pleased to be able to support your organization to replace the main lodge. I am pledging a donation in the amount of \$83,333 for your project. Please advise when you have incurred sufficient costs against which my donation can be applied and I will forward the funds for your benefit.

I wish you success in the balance of your fundraising activities. I look forward to seeing the completed facility.

Yours truly,

 A black rectangular redaction box covering the signature, with a blue horizontal line extending to the right from the top right corner.



Big Brothers and Sisters of Red Deer and District
4633 49 St
Red Deer, Alberta
T4N 1T4

Dear Sir:

RE:  Donation Pledge

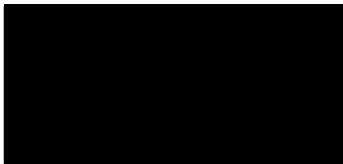
We are writing in order to confirm for you information related to my donation pledge for your capital project for the construction of a new main lodge at Camp Alexo near Nordegg.

I am pleased to be able to support your organization to replace the main lodge. I am pledging a donation in the amount of \$83,333 for your project. Please advise when you have incurred sufficient costs against which my donation can be applied and I will forward the funds for your benefit.

I wish you success in the balance of your fundraising activities. I look forward to seeing the completed facility.

Yours truly,





Big Brothers and Sisters of Red Deer and District
4633 49 St
Red Deer, Alberta
T4N 1T4

Dear Sir:

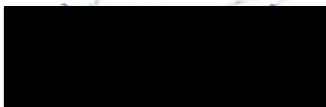
RE: [Redacted] Donation Pledge

We are writing in order to confirm for you information related to my donation pledge for your capital project for the construction of a new main lodge at Camp Alexo near Nordegg.

I am pleased to be able to support your organization to replace the main lodge. I am pledging a donation in the amount of \$83,333 for your project. Please advise when you have incurred sufficient costs against which my donation can be applied and I will forward the funds for your benefit.

I wish you success in the balance of your fundraising activities. I look forward to seeing the completed facility.

Yours truly,



ATTACHMENTS

Summary of construction costs (Eagle Builders)

Component Breakdown of construction costs – building

Exterior costs – deck / material only

Drawings

Landscape Quotes (4 companies)



THE PRECAST CONCRETE CONNECTION

February 27, 2017

To Whom It May Concern:

The following is a cost breakdown by major components for the Camp Alexo Lodge and Canteen:

General Requirements	\$68,143.90
<ul style="list-style-type: none"> • Personal • Insurance, COC • Engineering • Temporary Facilities and Control • Mobilization • Safety Requirements 	
Concrete.....	\$233,911.13
<ul style="list-style-type: none"> • Pad Footings • Concrete Piers • Forming and Accessories • Reinforcing • Cast in Place Floors • Cast in Place Apron Slabs • Precast Walls • Strip Foundations 	
Masonry.....	\$6,612.30
<ul style="list-style-type: none"> • Exterior Stone Cladding 	
Metals & Carpentry.....	\$131,226.75
<ul style="list-style-type: none"> • Stairs and Hand Rails • Roof Trusses • Deck Joists and Boards • Asphalt Shingles and Roof Underlay • Kitchen and Bathroom Cupboards • Stainless Tables, Sinks, Hood • Exterior Cladding • Eavestrough 	
Openings.....	\$37,857.60
<ul style="list-style-type: none"> • Doors and Frames • Windows • Hardware 	
Finishings.....	\$77,220.88
<ul style="list-style-type: none"> • Tiling • Ceilings • Flooring • Wall Tiling • Painting and Coating 	
Specialties.....	\$54,033.10
<ul style="list-style-type: none"> • Handicap Washroom • Drywall Partitions 	
Plumbing.....	\$119,343.51
<ul style="list-style-type: none"> • Mechanical Installation: Gas Lines, MUA Units, Furnaces and Ducting • Fireplace with Fan • Cooler and Freezer 	
Electrical.....	\$50,187.50
<ul style="list-style-type: none"> • Throughout Entire Lodge 	
TOTAL...	\$778,536.67

Office: 403.885.5525 | Fax: 403.885.5516

eaglebuilders.ca

Mailing
P.O. Box 1690
Blackfalds, Alberta, Canada T0M 0J0

Shipping
27312 - 44 TWP RD 394 Aspelund Industrial Park
Blackfalds, Alberta, Canada T0M 0J0




Camp Alexo Deck Material - Supply only

6-Jul-18

Steel screw piles supplied and installed	\$ 8,500.00
Roof trusses	\$ 9,710.20
Plywood for roofing	\$ 1,080.00
Lumber deck and rail package	\$ 14,776.00
36-2x8x16 treated, beam	
3 - 8x8x12 treated posts	
18 - 2x12x10 treated	
15 - 2x12x12 treated	
130 - 2x12x16 treated	
100 - joist hangers	
236 - 5/4 round 16' treated	
8 - 4x4x9 posts	
20 - 2x4x16 treated	
12 - 2x6x16 treated	
75 - 5/4 round 12' treated	
6000 deck screws	
Tie-in and shingle	\$ 5,126.00
Metal trims and metal ceiling	\$ 6,080.00
Eavestrough reinstall donated by Henry's Eavestrough	\$ -
Stair donated by Morskate Manufacturing	\$ -
Removal of door concrete panel donated by Eagle	\$ -
Steel insulated man door and hardware	\$ 975.00
8 deck lights, supply only	\$ 280.00
1 door exit light, supply only	\$ 85.00
Framing labor, 2 men 160 total hours, includes lift	\$ 8,800.00
Total	\$ 55,412.20



<p>REVISIONS</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td>ISSUED FOR PERMITS</td> </tr> <tr> <td>2</td> <td></td> <td>ISSUED FOR PERMITS</td> </tr> </tbody> </table>		NO.	DATE	DESCRIPTION	1		ISSUED FOR PERMITS	2		ISSUED FOR PERMITS
NO.	DATE	DESCRIPTION								
1		ISSUED FOR PERMITS								
2		ISSUED FOR PERMITS								
<p>Camp Alexo Main Lodge (Eagle's Nest) Nordegg, AB</p>										
										
<p>PRELIMINARY NOT FOR CONSTRUCTION</p>										
<p>EAGLE BUILDERS 10000 10th Street Nordegg, AB T0N 1N0</p>										
<p>Exterior Render</p>										
<p>A3.1</p>										
Project number:	A17039									
Date:	17/01/21									
Drawn by:	EM									
Checked by:	RO, BH									
Scale:	As indicated									



DIAMOND J INDUSTRIES LTD.

P.O. Box 610, Rocky Mountain House, Alberta T4T 1A5
Telephone (403) 845-2050 Facsimile (403) 845-5755
E-mail: john@diamondj.ca

March 6, 2017

Camp Alexo

Attention : Nick

As per your request and our conversation, verify Cost for 28 Cu Yards

To supply and haul to site, Camp Alexo 3/8" Minus Nordegg

Lime Rock, Cost \$900.00.

Trust this will meet with your approval

Thanks

Diamond J. Industries Ltd

John Bandura

A handwritten signature in black ink, appearing to be 'John Bandura', written over a circular stamp or mark.



GENERAL CONTRACTORS • TRUCKING • SAND & GRAVEL • LEASE PREPARATION • ROAD BUILDING
COMPLETE ENVIRONMENTAL CLEAN-UP SERVICES



Inland Concrete
220 Clearview Drive
Red Deer, AB T4E 0A1
Phone 403-346-3734
Fax 403-346-6721
www.inlandcanada.com

March 7, 2017

Attention: Mr. Nick Frank (nickf@yvc.ca)

Re: Concrete Lego Block Price Quote

In accordance with your request we would be pleased to provide your group with "Concrete Lego Blocks" at a cost of \$50.00 per block plus GST. This cost does not include delivery to your site and it is understood that the logistics would be arranged by yourself and the group that you represent.

We trust this information will meet with your requirements. Should there be any questions please do not hesitate in giving us a call.

Respectfully Submitted,
Inland Concrete

Curtis Liebrecht, C.E.T.
Operations Supervisor – Red Deer

ESTIMATED BLOCKS REQUIRED 60 BLOCKS X \$50.00 + GST \$3,150.00



DIAMOND J INDUSTRIES LTD.

P.O. Box 610, Rocky Mountain House, Alberta T4T 1A5
Telephone (403) 845-2050 Facsimile (403) 845-5755
E-mail: john@diamondj.ca

March 7, 2017

Camp Alexo
Attn: Nick

Your Request of Top Soil (Screened)

Require One Tandem Truck Load - Supply & Deliver to Job Site

\$790.00

Sincerely,
Diamond J Industries Ltd,

A handwritten signature in blue ink, appearing to read 'John Bandura', is written over the printed name.

John Bandura ces, cec
President/ General Manager

MEMBER



GENERAL CONTRACTORS • TRUCKING • SAND & GRAVEL • LEASE PREPARATION • ROAD BUILDING
COMPLETE ENVIRONMENTAL CLEAN-UP SERVICES

ATTACHMENTS

Donated

Volunteer Labour (Skilled and unskilled breakdown)

Lodge Exterior project Summary – Labour, Materials, Equipment and volunteer support.

Equipment Donations (4 companies)

Eagle Builder sub-trade donations in-kind

Materials and Services Donations (9 companies)

Post Construction Volunteer Breakdown (Landscaping and Deck)

<i>Post Construction (Landscaping and Deck) - Volunteer camp work weekend</i>					
<i>Project</i>	<i># of people</i>	<i>Equipment needed</i>	<i>Hours expected/person</i>	<i>Total labour hours for project</i>	
				<i>Skilled</i>	<i>Non-Skilled</i>
Install retaining wall (skilled)	4	Carpentry tools Lumber Cement	8	32	
Install retaining wall (non-skilled)	4	Carpentry tools Lumber Bobcat Cement	8		32
Build front deck and install railings	4	Carpentry tools Lumber	30	120	
Landscaping around new lodge	10	Rake Sod Gravel	10		100
Drainage around new lodge	4	Gravel Grade tools	8	32	
Install equipment and supplies for new lodge	6	Gloves for lifting Minor hand tools	8		48

- The above projects (Landscaping and deck) are being completed by volunteers once the building has been constructed.

Camp Alexo – Phase 3 – Lodge Exterior Summary

Additional Costs + Donated Labour, Material, Equipment, Volunteer Support

Budget

<i>Item</i>	<i>Number if items required</i>	<i>Number of days</i>	<i>\$ cost</i>	<i>Total cost</i>	<i>\$ in-kind</i>	<i>In-kind total</i>
Skid steer	1	8			475/day	3800
Excavator	1	4			500/day	2000
Dump trailer	1	4			125/day	500
Large equipment delivery	1	2			290/hr * 4 per delivery	2320
Trailer and Skid steer pick up	1	2	200 litres of fuel	250		
Land prep volunteer days	4 ppl	4	3 meals per day x 25/day/person x number of days	400		
Roofing volunteers	6 ppl	8	3 meals per day x 25/day/person x number of days	1200		
Deck building and installing	4 ppl	4	3 meals per day x 25/day/person x number of days	400		
Gravel	2	0	2 trailer loads at 160	320		
Wire for lighting	1	0	1 spool 14/2	350		
Concrete drill	1	2			75/day	150
Bolts for stairs	8	0	12/bolt	96		
Ground repairs	1	0	500 for sod and fill	500		
Extra material	1	0	500 misc.	500		
Fuel for equipment	1	0	500 litres	625		

Utility in increase	1		Estimated cost propane power	500		
Volunteer Hours Land	4 ppl	4			4 ppl X 8 hour/day X 4 days X 20/hour	2560
Volunteer Hours Roof	6 ppl	8			6 ppl X 8 hour/day X 8 days X 20/hour	7680
Volunteer Hours Deck	4 ppl	4			4 ppl X 8 hour/day X 4 days X 20/hour	2560
Eagle door removal					Number supplied by Eagle	3200
Eavestrough					Number supplied by Eagle	1200
Morskate stairs					Number supplied by Eagle	5500
Line location	1	0		572.25		
Eagle's quote				55412.2		
Totals				61125.45		31470

Big Brothers Big Sisters of Red Deer & District
4633 49th Street
Red Deer, AB T4N 1T4
Ph: (403) 342-6500
Fax: (403) 342-7734

RE: DEMOLITION/EXCAVATION OF CAMP KITCHEN FACILITIES AT CAMP ALEXO

To Whom It May Concern,

We are writing you, as we would like to donate our labour, equipment and resources out at your Camp Alexo location. This donation-in-kind would be for tearing down your old camp kitchen, and excavation for new camp kitchen facilities. Our donation total would be \$20,000.00.

Please contact us if you are interested in proceeding with this.

Sincerely,

Brad & Raegan Jorgensen
BJ Bobcat & Trucking Ltd.
136 Willow Street
Red Deer County, AB T4E 1B4
Ph: (403) 352-2206
Email: info@bjbobcat.com



Riverside Bobcat Services
RR #1
Galahad, Alberta
T0B 1R0
403-740-6333



March 6th, 2017

Camp Alexo
c/o Big Brothers/Big Sisters
Red Deer, Alberta
Attention: Nick Frank

We are willing to supply services to Camp Alexo to landscape and build swales for drainage around the new lodge to a value of \$7,700 to Camp Alexo for the 2017 year.

Yours truly,

Loren Erion
Owner/Operator

D. Hazlett Farms Ltd.
20 39133 RR 265
Red Deer County, AB
T4E 0Z8



To: Big Brothers Big Sister of Red Deer & District:

D. Hazlett Farms is committed to delivering 60 Concrete "Lego blocks" from Red Deer, AB to Camp Alexo (near Nordegg, AB). The value of this donation is \$5,500 Based on 4 trips to complete.

Sincerely

Clayton Hazlett
Operations Managers

Hertz Equipment Rental

7899 Gaetz Avenue

Red Deer Alberta

403-342-7220

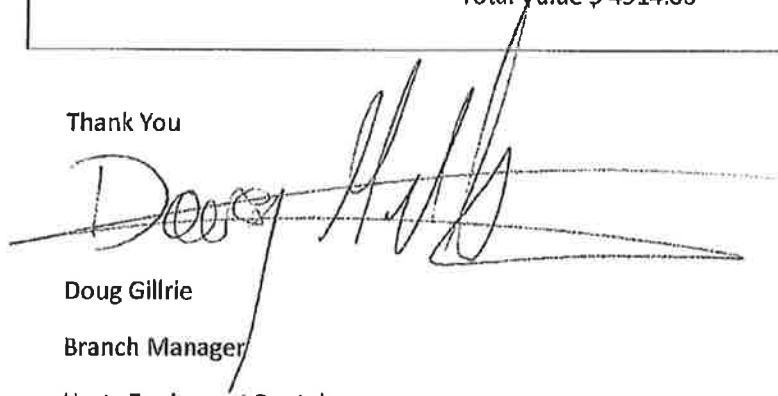
Youth and Volunteer Center

Hertz Equipment Rentals is committed to ongoing partnership with Big Brothers Big Sisters and Boys and Girls Club in Red Deer and district to donate rental equipment needed to complete projects at the Camp Alexo for restoring a new lodge.

In particular, the following details the donations we are prepared to provide for the projects as listed:

Project	Equipment Donation	Value
Ground work	Skid Steer	\$1491.00
Freight	Flat Deck Trailer	\$400.00
Lift	8k Telehandler	\$1950.00
Excavation	Excavator	\$1073.00
Total Value		\$ 4914.00

Thank You



Doug Gillrie

Branch Manager

Hertz Equipment Rentals

7899 Gaetz Ave Red Deer, AB T4P 2S4

P 403-342-7220 F 403-343-2199 C 403-505-9289



THE PRECAST CONCRETE CONNECTION

Within this budget the following in-kind contributions have been accounted for:

VCP Painting Ltd.....	\$5,000.00
• Cloverdale Paint (\$1,500)	
• VCP Labour (\$3,500)	
Goodmen Roofing Ltd.....	\$10,280.00
• Labour	
• Material	
Thermo Pro Insulation Ltd.....	\$4,936.40
• 10% of final cost for materials and labour	
Phase 3 Electric Ponoka Ltd.....	\$2,675.00
• Free LED light upgrade	
Timber Wolf Truss Ltd.....	\$6,500.00
• Portion of engineered floor and roof system	
Leonard's Plumbing.....	\$2,500.00
• Labour	
Pidherney's Transit Mix.....	\$1,000.00
• 10% off concrete pricing	
Wolf Creek Building Supplies.....	\$2,851.19
• Discount towards windows	
Battle River Carpentry.....	\$2,000.00
• Charitable donation off doors and install	
TOTAL ...	\$37,742.59

Sincerely,

**Allan Prediger,
Project Manager, Eagle Builder LP**

VCP PAINTING LTD.

MEMBER RED DEER CONSTRUCTION ASSOCIATION

R.R. #2

Red Deer, Alberta T4N 5E2

phone 347-0632 fax 342-4985

- CONTRACTING**
- commercial
 - industrial building
 - waterproofing
 - wall covering

DATE: Jan 31, 2017

To: Eagle Builders LP

Attention: Allan Prediger

SIR:

IT IS WITH PLEASURE WE SUBMIT THE FOLLOWING PRICE FOR PAINTING AS PER PLANS AND SPECIFICATIONS - AND ADDENDUMS SPECIFIED UNDER PAINTING SPECIFICATIONS.

PROJECT: Camp Alexo - Eagle Nest Lodge

QUOTE: The sum of \$ \$5,430.00 for exterior painting as per plan & standard eagle scope

REMARKS: \$8,370.00 for interior painting as per plan and standard scope

\$1500.00 for faux finish to stones as per render

Total.....\$15,300.00

GST not included

Donation offered: VCP.....\$3500.00
 Cloverdale...\$1500.00
 Total.....\$5000.00

VCP PAINTING LTD.

per: John Valentine

#110, 7700-76 ST CLOSE
RED DEER, ALBERTA
T4P 4G6
OFFICE: 403-343-0380
FAX: 403-341-6722

GOODMEN ROOFING LTD.



COMMERCIAL & RESIDENTIAL

February 16, 2017

Camp Alexo
Main Lodge

To whom it may concern,

Goodmen Roofing Ltd is donating a portion of the labour & material to this project in the amount of \$10,280.00

Original cost of project.....\$23,580.00

Donation

Labour Portion\$7,200.00

Material Portion\$5,080.00

Total revised price of project with donation deducted.....\$13,300.00

Thanks,

A handwritten signature in black ink, appearing to read 'Marco Gilbert', written over a horizontal line.

Marco Gilbert,
Director / Manager
Goodmen Roofing LTD



**Thermo Pro Insulation
And Drywall Ltd.**
P.O. Box 5808, Lacombe, AB T4L 1X4
Phone: (403) 782-0430
Fax: (403) 782-0610



2013/2014/2016 WINNER
Large Trade Of The Year Award

To whom it may concern,

For the Camp Alexo Main Lodge project for Eagle Builders, Thermo Pro Insulation and Drywall will be donating 10% of the cost back to Camp Alexo. Currently the credit is \$2468.20 for materials and \$2468.20 for labour based on current scope of work.

Thanks,

A handwritten signature in blue ink, appearing to read 'Ben deRegt', is written over a horizontal line.

Ben deRegt
Owner/Operator

PHASE 3 ELECTRIC PONOKA LTD.

PHONE (403) 783-2199
FAX (403) 783-2235

BOX 4324 PONOKA
ALBERTA T4J 1R7

February 16, 2017

Eagle Builders

Attention: Allan Prediger

Re: Camp Alexo Main Lodge Proposal.

Phase 3 Electric is pleased to assist with the Camp Alexo Main Lodge project. We will donate a LED light upgrade on the exterior and interior lighting package at no cost.

Our Donation Value is \$2,675.00 (materials only).

Thank you for the opportunity, we are excited to work with you on this project. If you have any questions or concerns please contact Thomas at (403)783-2199

Regards,

Thomas Hefti

Thomas Hefti



**Timber Wolf Truss LTD.
3801 52 Ave Lacombe AB
403-782-0304**

Eagle Builders: Camp Alexo Main Lodge

Timber Wolf Truss Ltd will be donating a portion of the materials for both the engineered floor and engineered roof system. The total donation amount will be \$6500.00, and consists of materials only.

Sincerely,

A handwritten signature in blue ink, appearing to read 'John C. deRegt', is written over a light blue horizontal line.

John C. deRegt
General Manager

**Leonard's
Plumbing & Heating**

Phone: 403-350-7864

Email: leonard.blackhurst@gmail.com



Box 117, Rocky Mountain House, AB T4T 1A1

Phone: 403-845-2460 Fax 403-845-2377

Email: rockyrefrigeration@telus.net

To Whom It May Concern,

As Camp Alexo is a non-profit organization, we have factored in a \$2500.00 discount across all the quoted jobs, which was factored into the original quote. Due to the fact that you're are looking for matching grants, we can resend the quotes with the added discount prices in and then deduct afterwards.

Sincerely,

Steve Draper
Leonard Blackhurst



Pidherney's
DRIVEN TO EXCEL FROM START TO FINISH

March 4, 2017

Allan Prediger, Project Manager
Eagle Builders LP
Box 1690
Blackfalds AB T0M 0J0

VIA Email: A.Prediger@eaglebuilders.ca

Dear Sir:

RE: Concrete Donation for Camp Alexo

We are pleased to advise you that Pidherney's will discount \$1,000.00 from upcoming concrete deliveries to Camp Alexo as being our donation to your project for the camp.

Yours truly,

PIDHERNEY'S INC.

Clint Pidherney

Pidherney's Inc.
P.O. Box 940, Rocky Mountain House, AB T4T 1A7
T: 403.845.3072 1.800.558.9033 F: 403.845.5370

Pidherney's Inc.
P.O. Box 130, Blackfalds, AB T0M 0J0
T: 403.885.9101 F: 403.885.9122



Wolf Creek Building Supplies

5645 Wolf Creek Drive

P.O Box 5808

Lacombe, AB T4L 1X4

Wolf Creek Building Supplies LTD donated 2815.19\$ to the Youth and Volunteer Centre - Camp Alexo, in Nordegg AB. Project is being built by Eagle builders and discount has been inputted on invoices.

Rob deRegt

Manager

403-598-6382



Box 15, site 17, rr 1
 Ponoka, AB T4J 1R1
 battlrivercarpentry@gmail.com
 403 963 0827

Estimate

Battle River Carpentry

Date	Estimate #
2/24/2017	448

Invoice To		Project		
Eagle Builders		Camp Alexo		
Item	Description	Qty	Rate	Amount
Door Cost	Door 001A 3'0"6'0" Insulated metal door (2) *custom order door, double frame, flushbolt, Z astragal, NRP hinges (2), Entrance lever, 1900 closer with cush arm and spacer, weatherstrip, threshold, sweep, drip cap, frame insulation, fasteners	1	1,851.30	1,851.30
Door Cost	Door 104A 3'0"7'0" Hollow metal door, welded frame, fire labels, BBC hinges, Entrance lever, 1900 closer, door stop	1	637.50	637.50
Door Cost	Door 105A 3'0"7'0" HM door, welded frame, BBC hinges, Entrance lever, door stop	1	523.70	523.70
Door Cost	Door 107A, 107B 3'0"7'0" HM door with 5x20 glass, custom hinge location, open cased frame with reinforcement, 6" Double action spring hinges, Push/pull set, kickplates (2)	2	1,098.50	2,197.00
Door Cost	Door 108A 3'0"7'0" HM door, welded frame, BBC hinges, Passage lever, door stop	1	527.10	527.10
Door Cost	Door 108B 3'0"7'0" Insulated metal door (2) welded double frame, NRP hinges (2), Z astragal, Double keyed deadbolt, 1900 closer with cush arm and spacers (2), weatherstrip, threshold, sweep, exterior drip cap, frame insulation, fasteners	1	1,642.60	1,642.60
Door Cost	Door 109A 3'0"7'0" HM door, welded frame, BBC hinges, Passage lever, 1900 closer, door stop	1	629.50	629.50
Door Cost	Door 112A 3'0"7'0" HM door, welded frame, BBC hinges, Entrance levers, door stop	1	527.10	527.10

If you have any questions or concerns, please contact Allan Vandenbroek Tel: 403 963 0827

GST No. 811701739

GST/HST

Total



Box 15, site 17, rr 1
 Ponoka, AB T4J 1R1
 battlerivercarpentry@gmail.com
 403 963 0827

Estimate

Battle River Carpentry

Date	Estimate #
2/24/2017	448

Invoice To		Project		
Eagle Builders		Camp Alexo		
Item	Description	Qty	Rate	Amount
Door Cost	Door 113A 3'0"7'0" HM door, welded frame, fire labels, BBC hinges, Entrance lever, 1900 closer, door stop	1	637.50	637.50
Door Cost	Door 114A 3'0"7'0" HM door, welded frame, BBC hinges, Privacy lever, 1900 closer, door stop	1	629.50	629.50
Door Cost	Door 115A 3'0"7'0" HM door, welded frame, BBC hinges, Entrance lever, door stop	1	527.10	527.10
Interior Door	Interior Door Install - welded frame	10	218.75	2,187.50
Double Door installati...	Double Door Install	2	375.00	750.00
Donation	Charitable Donation		-2,000.00	-2,000.00
			GST/HST	\$563.37
			Total	\$11,830.77

If you have any questions or concerns, please
 contact Allan Vandenbroek Tel: 403 963 0827

GST No. 811701739

ATTACHMENTS

Letters of Support

Alberta Environment Public Lands

Junior Forest Wardens

Alberta Camping Association



Box 1720
Rocky Mountain House,
Alberta T4T 1B3
Canada
Telephone: 403-845-8250
www.alberta.ca

AR {Action_Request_Number}

Date: February 24, 2017

Big Brothers and Big Sisters of Red Deer
4633-49 St
Red Deer Alberta
T4N 1T4

Re: Community Grant for New Lodge, Camp Alexo

Dear Nick:

As the crown is the landlord for the lease that Camp Alexo sits on, held by the Big Brothers and Big Sisters of Red Deer, we support you in your Application for a grant to construct a new lodge for the camp.

Sincerely,

A handwritten signature in black ink, appearing to read "Don Livingston", written over a light blue horizontal line.

Don Livingston
Approvals Manager.

cc:

Red Deer Wood Chucks
6300 45th Avenue, Red Deer, Alberta (Kerry Wood Nature Center)
Tel 587-876-5507
jtlconsult@outlook.com or ttmaclure@hotmail.com



FEBRUARY 27, 2017

Nick Frank
Camp Alexo Youth Facility
n_frank@telusnet

Dear Nick/John,

My name is David Fast and I am currently the coordinator of the JFWA Red Deer Woodchuck club. The Woodchucks are an outdoor adventure youth group that was originally formed and programmed back in the late 30's in British Columbia. Over the years our club has had successes and setbacks and now is run without the support of government funds and guidance. Through the lean years the camp has been a fixture of club events and it is through a consistent relationship between the two parties that the woodchucks have been able to create memories of a life time since the mid 80's.

The Woodchucks club currently books this camp each fall and with the great venue, excellent location and the due to the time of year the budget price we are able to book at, we make it an annual event nobody wants to miss out on. While many camps in central Alberta have gone to commercial bookings and high volume events, Camp Alexo commits itself to Non-profit Youth programs such as ours.

Our club families have memories that extend generations at Camp Alexo and our activities of the past have included teaching our children about boreal ecology, forestry management and woods travel. We have taught skills such as archery, survival, orienteering, fire lighting amongst many other skills.

In conclusion, our club is very grateful of the relationship we have built and our continuing experiences we can have. Our only roadblock in our continual use of the facility would be the size and condition of the dining hall. Our club has exceeded 120 people and the dining hall's condition and size has had us limit the attendee list.

Warm regards,

A handwritten signature in blue ink, appearing to read 'David Fast', with a stylized flourish at the end.

David Fast

587-876-5507



April 26, 2016

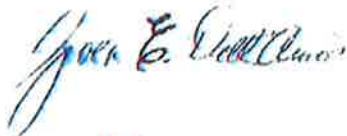
RE: Letter of Support

To Whom It May Concern,

Camp Alexo has been an Accredited Member in good standing with the Alberta Camping Association since 1995. Our Accreditation program ensures that members are voluntarily meeting the highest standards of safety, health and risk management.

Camp Alexo runs programs near Nordegg, Alberta and has a main office located in Red Deer, Alberta. Camp Alexo is in the process of pursuing renovations and improvements. Solid programs and well trained staff can be negatively affected without solid infrastructure. Camp Alexo has been in the process of improving infrastructure over the last few years and is still in need of further upgrading. It is with confidence that I support their application to pursue further renovations and improvements to their aging infrastructure.

Sincerely,



Gwen E. Dell'Anno
Executive Director, ACA

Board of Directors
BIG BROTHERS AND BIG SISTERS OF RED DEER AND DISTRICT
2017 / 2018

Fleckenstein, Kris Board Chair	Corriveau, Louis Vice-Chair	Nicholls, Randy Treasurer
Evans, Doug Secretary	Poggemiller, Rob Director	Buruma, Bruce Director
Towne, Danielle Director	Trish Booy Director	Theresa Stevens Director



DELEGATION

SUBJECT: <i>Tabled Item - Rocky Airshow Society - Hannelie Eder, President</i>		
PRESENTATION DATE: September 11, 2018		
DEPARTMENT: Delegation	WRITTEN BY: Tracy Haight, Executive Assistant	REVIEWED BY: Rick Emmons, Chief Administrative Officer
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Community Well-Being	PRIORITY AREA: Sustain the recreation, cultural and quality of life needs of the community.	STRATEGIES: 3.1.2 3.1.6

STAFF RECOMMENDATION:

1. That Council lifts the *Delegation: Rocky Airshow Society* item from the table.
2. That Council receives the information from the Rocky Airshow Society Delegation as presented.

BACKGROUND:

Hannelie Eder, President, Rocky Airshow Society, will attend Council to report on the Rocky Mountain House Airshow event that took place on July 25, 2018.



REQUEST FOR DECISION

SUBJECT: Fall 2018 High School Awards Ceremonies		
PRESENTATION DATE: September 11, 2018		
DEPARTMENT: Ag & Community Services	WRITTEN BY: Matt Martinson, Director, Agriculture & Community Services	REVIEWED BY: Rick Emmons, CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) CLEARWATER COUNTY POST SECONDARY SCHOLARSHIP PROGRAM		
STRATEGIC PLAN THEME: 3. Community Well-Being	PRIORITY AREA: 3.1. Sustain cultural and quality of life needs of the community	STRATEGIES: N/A
ATTACHMENT(S): Clearwater County Post Secondary Scholarship Program Policy		
STAFF RECOMMENDATION: That Council appoints members of Council to attend Fall 2018 High School Awards Ceremonies.		

BACKGROUND:

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

Award ceremonies are planned as follows:

- David Thompson High School: October 5 at 7:00 pm
- St. Dominic’s High School: October 4 at 2:00 pm
- West Central High School: October 5 (time to be confirmed)
- Caroline School: date and time to be confirmed.

Upon Council direction, staff will inform the schools and provide the appointed councillor with further information.

Clearwater County

CLEARWATER COUNTY POST SECONDARY SCHOLARSHIP PROGRAM

EFFECTIVE DATE: May 2008

SECTION: Administration

POLICY STATEMENT:

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

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

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

ELIGIBILITY:

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

APPLICATION PROCESS:

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

REVIEW AND SELECTION PURPOSE:

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

AWARD:

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



REQUEST FOR DECISION

SUBJECT: Signage Request for Nordegg North Subdivision		
PRESENTATION DATE: September 11, 2018		
DEPARTMENT: Public Works	WRITTEN BY: Kate Reglin, Project Technologist	REVIEWED BY: Kurt Magnus, Director, Public Works Operations; Rick Emmons, Chief Administrative Officer
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Informational Signs Policy		
STRATEGIC PLAN THEME: Well Governed and Leading Organization.	PRIORITY AREA: Provide levels of service that balance community need with organizational capacity.	STRATEGIES: Undertake reviews to determine types and levels of service and assets provided by Council, aligned with community need, to evaluate service quality.
ATTACHMENT(S): Clearwater County Informational Sign Policy, Map of Nordegg North Subdivision and location of signs, Email requesting the Children Playing Signs		
STAFF RECOMMENDATION: That Council provides direction on the placement, and who shall bear the cost, of a 'Children Playing Sign(s)' within the Nordegg North Subdivision.		

BACKGROUND:

The Nordegg Community Association contacted their area Councillor requesting 'Children Playing Signs' within the Nordegg North Subdivision. The signs are requested to be placed at each end of Pine Martin Drive, as well as on Tamarack Trail. Attached is a map showing the locations.

As per the Informational Signs Policy, **"If a sign is considered to be to the benefit of the entire community (such as a "Children Playing" sign at a ball diamond), no cost will be borne by the applicant"**.

Administration asks Council to provide direction on the placement of three Children Playing Signs within the Nordegg Subdivision. In addition, if the costs will be covered by the applicant or Clearwater County.

Clearwater County

INFORMATIONAL SIGNS

EFFECTIVE DATE: August 14, 2007

SECTION: Public Works

POLICY STATEMENT:

To provide direction on the installation of informational signs.

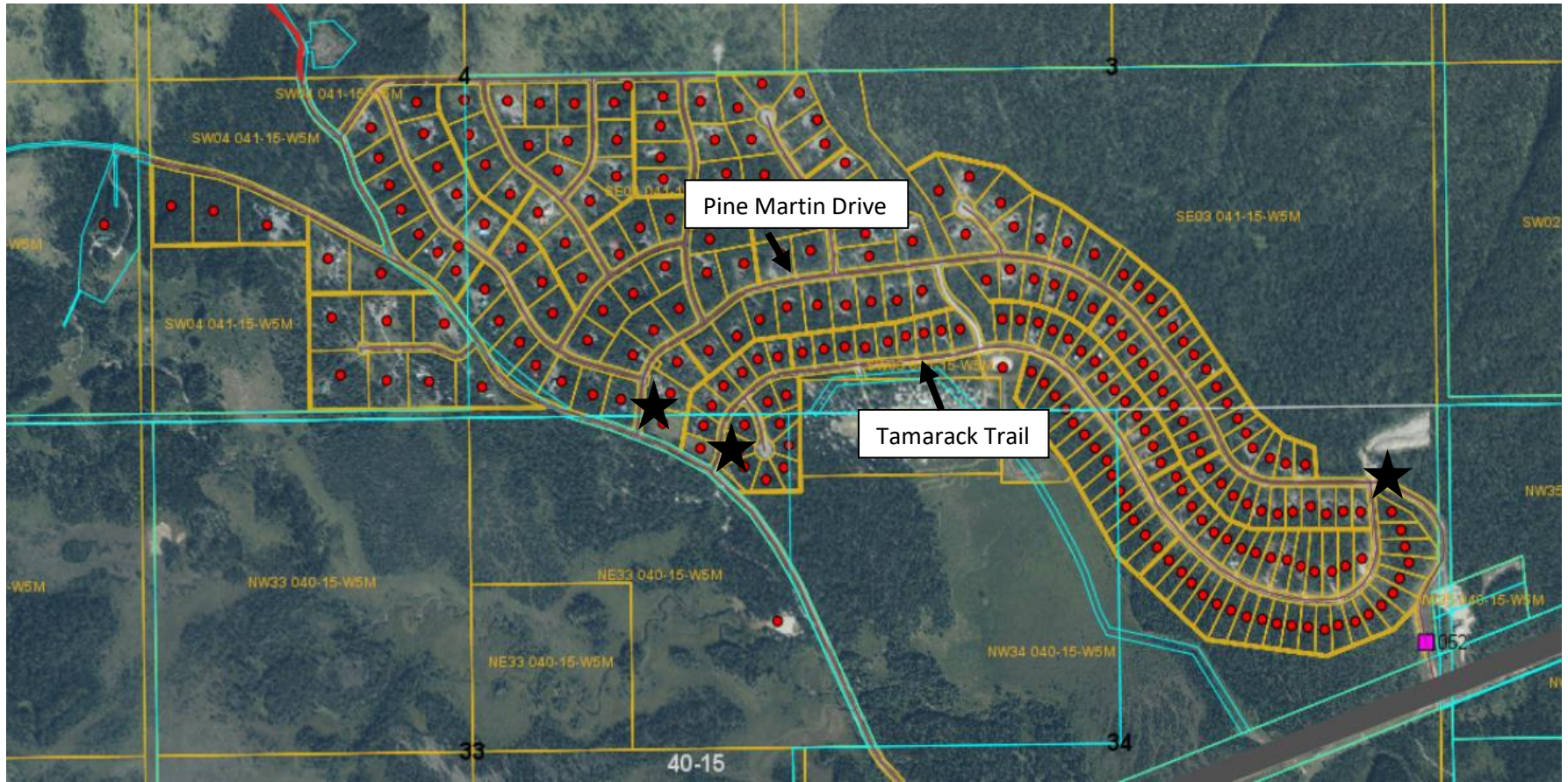
PROCEDURE:

1. Requests for installation of different types of informational signs can require either the approval of the Public Works Department or the Council as shown below. Responsibility for the installation costs is also outlined:

<i>Type</i>	<i>Installation Cost</i>	<i>Approval Required</i>
Children Playing	Applicant	Council
Deaf/Blind Children	County	Public Works
Hidden Approach	County	Public Works
Deer Crossing	County	Council
Stock Crossing	Applicant	Council
Stock at Large	Applicant/County	Council
Engine Brakes	Applicant	Council

2. If a sign is considered to be to the benefit of the entire community (such as a "Children Playing" sign at a ball diamond), no costs will be borne by the applicant.
3. Requests for signs will only be considered on municipal public roads.
4. The County will encourage any new requests for stock crossing signs to use a portable sign instead.
5. All maintenance costs for public signs are to be covered by the County.
6. Any existing signs, which are no longer required, need approval from Council before their removal.
7. The cost of the 'Stock at Large' signage will be the responsibility of whoever installs the cattle guard.

8. Council may approve the installation of Engine Brake Signs. These signs will read “Please use discretion utilizing engine brakes between the hours of 10:00pm – 6:00 am”. Criteria utilized for evaluating if a sign will be installed will include but not be limited to the following:
 - a) Large Truck Volumes
 - b) Number of Residences in Proximity to Intersection
 - c) Proximity of Residence to Roadway
 - d) Characteristic changes of the road/intersection
 - e) Historical information on Road/intersection – If the road historically had high truck volumes and a residence was constructed beside this road a sign may not be approved for installation.



Hi Kate

I just got off the phone with the chair of the Nordegg Community Association, Wayne Carpentier. We discussed the best possible locations to place these signs and we ended up thinking that perhaps putting 2 signs on Pine Martin Drive (one at each end) and a third on Tamarack Trail. Tamarack Trail and Pine Martin Drive are where most families live. Also the Miners Campground is on Tamarack Trail and in the summer there are more kids in the Miners Campground than the rest of the North Subdivision put together.

If I remember correctly, the West entrance, being the Shunda Creek Road, already has slow down signs and the east entrance is too far away from any children traffic.

Thank you for allowing me to give my input.

Have a great upcoming long weekend.

Theresa

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Kate Reglin <KReglin@clearwatercounty.ca>

Date: 2018-08-31 9:55 AM (GMT-07:00)

To: Theresa Laing - Division Five <tlaing@clearwatercounty.ca>

Cc: Kurt Magnus <KMagnus@clearwatercounty.ca>, Rick Emmons <REmmons@clearwatercounty.ca>

Subject: Children Playing Signs in Nordegg

Good Morning Theresa,

I am finalizing the agenda item, as per our informational signs policy, for the children playing sign in Nordegg North Subdivision. Did the Community Association provide information where they would like the signs placed. We were thinking at the east and west entrance, as shown below. Any further information or feedback you may have would be appreciated.



Thank You,

Kate Reglin

Project Technologist, Public Works

kreglin@clearwatercounty.ca

Office: 403.845.4444 | Fax: 403.845.7330



REQUEST FOR DECISION

SUBJECT: Policy Review - "Vehicle and Equipment Use by Staff"		
PRESENTATION DATE: September 11 th , 2018		
DEPARTMENT: Municipal	WRITTEN BY: Rick Emmons / CAO	REVIEWED BY: Christine Heggart / Manager, Intergovernmental & Legislative Services Tracy-Lynn Haight / EA Murray Hagan / Director, Corporate Services
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Vehicle and Equipment Policy		
STRATEGIC PLAN THEME #2: Well Governed and Leading Organization	PRIORITY AREA: Workforce Objective – 2.4 Invest in, and support, a skilled, motivated and performing workforce.	STRATEGIES: 2.4.2 Through the leadership of Council and management, drive accountability of strategic and operational commitments. 2.4.3 Be an "employer of choice" and generate a culture of learning and development that attracts and retains quality employees and delivers recognition programs to support innovation and motivate high performance.
ATTACHMENT(S): DRAFT <i>Municipal Vehicles and Equipment Policy</i>		
STAFF RECOMMENDATION: That Council reviews, amends as appropriate and adopts the <i>Municipal Vehicles and Equipment Policy</i> .		

BACKGROUND:

Council requested a review of the "Vehicle and Equipment Use by Staff Policy" to ensure it meets Council's purposes and objectives. Attached is the draft revised policy, renamed to "Municipal Vehicles and Equipment", with amendments based on Council's previous discussions. All additions made to the policy are shown in **red** and **bold** and all deletions are shown with a ~~strike through~~.



**CLEARWATER COUNTY
MUNICIPAL VEHICLES AND EQUIPMENT USE BY STAFF**

<p>EFFECTIVE DATE: REVISED DATE:</p>	<p>March 8, 2011 November 12, 2014 September 11, 2018</p>
<p>SECTION:</p>	<p>Administration</p>
<p>POLICY STATEMENT:</p>	<p>Clearwater County owns and operates vehicles and equipment to provide quality municipal services to County residents.</p> <p>The County is committed to ensuring County vehicles and equipment are operated by County employees in a safe, responsible manner and in compliance with federal, provincial and municipal traffic safety regulations.</p> <p>The County is also committed to ensuring that vehicle and equipment usage is done in the most cost-efficient way. Based on mileage driven, it may be more cost effective to provide vehicles for employees to carry out their job-related duties than it is to reimburse for personal vehicle use.</p> <p>This practice The County recognizes that these staff employees employees may be called to work at unusual hours and maybe that it is advantageous more cost effective for staff and provides for much quicker response times for County residents For staff to travel directly to the a job site from home rather than going travelling from home to the County office first.</p> <p>This policy provides direction explains how regarding the rationale under which Clearwater County will provide provide vehicles and/or equipment for employee use to staff and, outlines outlines the expectations for relating to staff's vehicle/equipment vehicle/equipment use of that and provides direction for safe and responsible operations. and provides direction for safe and responsible operations. vehicle or equipment.</p> <p>**This policy does not apply to the management and staff of the Rocky Regional Waste of Authority and Clearwater Regional Fire Rescue Services employees are exempt from this policy, who shall be governed by their respective management committees.</p>
<p>DEFINITIONS:</p>	<p>a) Equipment – any licensed or unlicensed motorized or non-motorized machinery, tool(s), and/or trailer(s) owned, rented or leased by the County.</p> <p>b) Vehicle – any licensed motor vehicle machine that is used to carry people or goods from one</p>



**CLEARWATER COUNTY
MUNICIPAL VEHICLES AND EQUIPMENT USE BY STAFF**

POLICY

	<p>place to another, owned, rented or leased by the County.</p> <p>c) On-Call Employee – an employee that has been assigned the duties of responding (either physical or verbal) to after-hours emergency situations.</p>
<p>PROCEDURE: General</p> <p>Vehicle Identification & Colour</p>	<p>Clearwater County will provide a municipal vehicle for staff when it provides a benefit to the County in service and who are required by the nature of the job to travel extensively in the Municipality. In those instances where a vehicle is not provided, the Municipality will pay mileage for approved travel. The Municipality will also maintain a fleet of vehicles for the use of field staff on an as required basis.</p> <p>1. Vehicles shall be identified with a ‘Clearwater County’ logo/vehicle decal that is placed on the vehicle in a manner that is prominently visible to the public and, does not impede driver visibility, as follows:</p> <ul style="list-style-type: none"> a) On the side rear window of an extended cab pickup truck or sport utility vehicle; b) On the side door of all other vehicles. <p>1. The Clearwater County logo shall be prominently displayed on vehicles so as to be visible to the general public.</p> <p>2. Vehicle decals will be placed prominently on the side doors of the unit(s) in a manner that will be easily visible to the general public. Director/Manager units will have the decals prominently placed on the side rear window of the extend a cab or SUV, in a manner so as not to impede the visibility of the driver.</p> <p>2. Any New vehicles purchased by the County vehicles that are purchased new, shall be purchased in the County red in colour.</p> <p>3. Any Used vehicles purchased by the County vehicles purchased used, will shall remain in its existing color.</p> <p>4. Community Peace Officer vehicles shall be decaled in compliance to legislation and the colour shall be white, to Provincial regulations and standards. regarding decaling and colour for</p>



CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT USE BY STAFF

<p>Care & Control Vehicle and Equipment Operation</p>	<p>Community Peace Officer vehicles or other emergency vehicles (e.g. County fire apparatus) takes precedence over the provisions of this policy.</p> <ol style="list-style-type: none">5. Vehicle decaling and colour of vehicles and equipment assigned to Rocky Mountain House Regional Solid Waste Authority operations shall remain consistent with its existing fleet.6. Vehicle decaling of vehicles assigned to Regional Fire shall be subject to legislation, and vehicle colour shall be red, unless a recommendation of the Regional Fire Committee deems otherwise. <ol style="list-style-type: none">1. Employees must provide a Standard Driver Abstract, as per Clearwater County's <i>Employment Policy and Procedures Manual</i>.2. Only County employees are authorized to operate vehicles and/or equipment. Only persons on County business are permitted to travel as passengers.3. Employees operating a vehicle must hold a valid driver's license appropriate for the operation of that vehicle.4. Employees are responsible for ensuring the vehicle and/or equipment is operated in compliance with federal, provincial and municipal highway and traffic safety regulations and safe work-place practices.5. The operation of County vehicles and equipment must be done in such a manner as to adhere to all legislation and bylaws (i.e. – smoking legislation, OH&S, Highway Traffic Act, etc.) from all levels of government (i.e. – Federal, Provincial, Municipal)6. Employees are responsible for payment of speeding, seatbelt, and/or parking fines that are incurred while operating a vehicle/equipment.7. Employees may drive/operate vehicles and equipment outside of County boundaries for conducting County business (i.e. attending intergovernmental meetings, professional development/training activities, conferences/seminars, highway service contracts, mutual aid emergency services) Typically, County vehicles and equipment are not to be taken outside the
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CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT USE BY STAFF

	<p>boundaries of the County unless in the performance of on County business.</p> <p>8. All County vehicles and equipment shall be properly maintained by the Mechanic Fleet Supervisor or designate.</p> <p>9. Employees are responsible for:</p> <ul style="list-style-type: none">- knowing the mechanical condition of the vehicle/equipment they are operating;- completing pre and post trip inspections;- cooperating Staff is required to cooperate with the Fleet Supervisor or designate in scheduling maintenance;- and by reporting concerns and problems immediately to the Fleet Supervisor or designate. with equipment operations or equipment malfunctions. <p>10. Staff Employees assigned County vehicles are responsible for the cleanliness of the vehicle/equipment they are operating to ensure that all vehicles are kept in clean and presentable condition a professional image is always displayed.</p> <p>11. Unless authorized by this policy, staff are not to take vehicles home.</p> <p>12. Staff must exercise extreme care in the use of the County vehicles to maintain safe operation and to ensure that a professional image is displayed at all times.</p> <p>11. All incidents or near incidents involving vehicles or / and equipment must be reported to the staff member's supervisor immediately and a completed incident report form submitted to the County Health and Safety Coordinator. The supervisor and/or Health and Safety Coordinator is to take appropriate action which may include the preparation of an accident report for insurance purposes, or any other action which would minimize the possibility of future accidents as per the County's Incident Reporting Policy.</p>
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CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT USE BY STAFF

Vehicle and Equipment Usage

1. The Council for Clearwater County will ~~will~~ **may** provide a municipal vehicle for staff ~~employee's use who are~~ **if it is deemed more efficient for the employee to travel directly to or from a job site** required by the nature of the job to travel extensively in the Municipality.
2. The Municipality ~~Clearwater County~~ will also maintain ~~may provide~~ a fleet of County vehicle for the ~~employee use to perform job related duties within Clearwater County~~ of field staff on an "as required" basis.
3. In those instances where a vehicle is not provided, the Municipality ~~County~~ will pay ~~an employee~~ mileage for approved travel **as per the County's Travel and Subsistence for Staff and Council Policy**.
4. **Employees employed as a Clearwater County:**
 - Community Peace Officers,
 - Department Directors and Managers,
 - **Regional Waste Authority Manager,**
 - Ag programs & Vegetation Supervisors,
 - Public Works Supervisors and
 - **Public Works Foreman**
 - **Regional Fire Chief, Deputy Chief, and Assistant Chief**
 - **Regional Fire Battalion Chief**

will be ~~may be~~ permitted to take ~~their a~~ vehicles home, provided the staff member ~~employee~~ resides within the Village of Caroline, or the Town of Rocky Mountain House, **or on property within one mile (1.6 km) of Clearwater County's boundary. If the employee resides further than one mile (1.6 km) from the County boundary, the employee must leave the vehicle in one of the facilities in Rocky Mountain House (RMH), listed below, before returning home:**

 - 4340 47th Ave RMH (Main County Yard)
 - 4504 42nd St RMH (Protective Services Building)
 - 4401 44th St RMH (Old Skyline Building)
 - 5313 44th St RMH (Rocky Waste Authority)



CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT USE BY STAFF

5. Employees are responsible for securing the vehicle/equipment in one of the yards listed above and, returning keys to the Fleet Supervisor or designate prior to taking vacation or extended leave.

~~During vacation time or any other time when the employee is off work for extended periods, the vehicle must be parked in the Clearwater County (Rocky) Public Works Yard and the keys left with the Fleet Supervisor or designate.~~

6. The Chief Administrative Officer or Department Director may temporarily authorize an employee to take a vehicle home provided the employee is on-call

~~In cases where a staff member is on call or it can be demonstrated proven that taking the vehicle home is advantageous beneficial to **cost effective for** County the operations. of the other staff may be temporarily permitted to take a County vehicle home by the Department Director or the Chief Administrative Officer.~~

7. The personal usage (as defined by the Canada Revenue Agency) of County vehicles is a taxable benefit. Employees are responsible for reporting the mileage of personal use to Clearwater County Payroll.

8. Employees are permitted limited personal use of a county vehicle. The personal use must not require does not require extra travel or cause any disruption to **County operations limited personal use of a County vehicles (e.g. stopping at a grocery store on the way home) is permitted providing that this use.**

9. Employees are permitted personal use of equipment listed on the *Clearwater County Agricultural Services Rental Equipment Price List*, only.

10. Employees are permitted to participate in municipal services and/or programs for contracted equipment services. ~~Personal use by staff of County equipment is not permitted unless the equipment is available to members of the general public through a County loan or rental program (e.g. spray equipment,~~



CLEARWATER COUNTY MUNICIPAL VEHICLES AND EQUIPMENT USE BY STAFF

<p>Implementation</p>	<p>skunk traps, etc.) Similarly, this policy does not preclude County employees from participating in municipal services or programs, such as contract spraying.</p> <p>7. Prior to hiring any new staff that are required to drive County vehicles; the person in charge of the hiring will check the prospective employee's driving records. An abstract may be requested at any time by management at management's discretion.</p> <p>1. All staff are expected to conform with this Policy and the associated policies. Any deviation from the Policy requires the prior approval of the Chief Administrative Officer.</p>
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DRAFT