

**CLEARWATER COUNTY COUNCIL AGENDA**  
**January 23, 2018**  
**9:00 am**  
Council Chambers  
4340 – 47 Avenue, Rocky Mountain House, AB

**PRESENTATIONS:**

**10:00 am Sgt. Jason Penner, Acting Detachment Commander, RCMP**

**10:30 am Cole Thomson, Community Relations Area Lead, TransCanada NOVA Gas Transmission Ltd.**

**11:00 am Jessica Reilly, Senior Fisheries Biologist, MSc, Alberta Environment & Parks**

**A. CALL TO ORDER**

**B. AGENDA ADOPTION**

**C. CONFIRMATION OF MINUTES**

1. January 9, 2018 Regular Meeting Minutes

**D. PLANNING**

1. Bylaw 1035/18 for Application No. 04/17 to amend the Land Use Bylaw

**E. MUNICIPAL**

1. Subdivision and Development Appeal Board Bylaw 1036/18
2. Designated Officers Bylaws 1037/18 to 1039/18
3. Agenda & Priorities Committee Recommendations

**F. CORPORATE SERVICES**

1. 2018 Council, Board and Committee Remuneration Policy

**G. PRESENTATION**

1. 10:00 am Rocky Mountain House RCMP Detachment Update
2. 10:30 am TransCanada NOVA Gas Transmission Ltd. Project Notification - Clearwater West Project
3. 11:00 am Alberta Environment and Parks North Central Native Trout Recovery Program

**H. INFORMATION**

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

## I. ADJOURNMENT

### ***TABLED ITEMS***

<b><u>Date</u></b>	<b><u>Item, Reason and Status</u></b>
06/13/17	<b>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.</b>
11/28/17	<b>464/17 Live Video Feed in Council Chambers pending more information and additional quotes on alternative live video feed systems</b>
01/09/18	<b>005/18 Spongberg Cost Share Request</b>



### AGENDA ITEM

<b>PROJECT:</b> 1st Reading of Bylaw 1035/18 for Application No. 04/17 to amend the Land Use Bylaw		
<b>PRESENTATION DATE:</b> January 23, 2018		
<b>DEPARTMENT:</b> Planning & Development	<b>WRITTEN BY:</b> Holly Bily	<b>REVIEWED BY:</b> Keith McCrae/ Rick Emmons
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Bylaw: <u>Land Use Bylaw</u> Policy: <u>Municipal Development Plan</u>		
<b>STRATEGIC PLAN THEME:</b> 1 - Managing Our Growth	<b>PRIORITY AREA:</b> 1.1 - Plan for a well designed and built community.	<b>STRATEGIES:</b> 1.1.1 - Ensure appropriate land use planning for public infrastructure, rural subdivisions, hamlets and commercial and industrial lands.
<b>ATTACHMENT(S):</b> Application to Amend Land Use Bylaw, Bylaw 1035/18 with Schedule "A", Agriculture District "A", Aerial Photos.		
<b>RECOMMENDATION:</b> Consider granting 1st reading of Bylaw 1035/18 and proceeding to a public hearing.		

### BACKGROUND:

Janis Lewis Hrapstead currently holds title to Pt. NE 29-35-05-W5M, containing 19.06 acres. The subject land is located southwest of the Village of Caroline along Highway 22, approximately 3 ½ miles south of Highway 54. Mrs. Lewis Hrapstead, has made application to redesignate 19.06 acres from the Industrial District "I" back to the Agriculture District "A".

After searching through previous land files staff could not find any record which indicated when the subject parcel of land was created. Planning records indicate the subject parcel existed prior to August of 1964. Staff assumes the parcel was created when Alberta Transportation was widening the road along Highway 22 for a staging yard. The subject parcel is an Industrial District "I" parcel. Our assessment department has record of Dukestead Transport Ltd. operating in the past from the subject parcel, however no industrial activity is currently taking place on the property.

The subject parcel is now being utilized as a residential site. The property contains a residence, detached garage, ancillary building and shop. It is the landowner's intent, should the property be redesignated, to graze cattle on the subject parcel. The applicant believes the proposed change in land use will reduce property taxes which will be advantageous for estate planning purposes.

Legal and physical access to the subject land is by way of Highway 22, adjacent to the east property boundary of the parcel. Surrounding land uses within the area are residential and agricultural in nature.

Therefore, this application is to rezone the subject land to an Agricultural District "A" parcel as shown on Schedule "A" of the Bylaw.

**PLANNING DIRECTION:**

The Land Use Bylaw, Section 13.4(1) stipulates that the purpose of the Agricultural District "A" is to "accommodate agricultural land use and to conserve good agricultural land." The proposed use of this parcel of land fits within the "A" District.

**RECOMMENDATION:**

That Council consider granting first reading to Bylaw 1035/18 and proceed to a public hearing.

BYLAW NO. 1035/18

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

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

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

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

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

***That +/- 19.06 acres of PT NE 29-35-05 W5M as outlined in red on the attached Schedule "A" be redesignated from the Industrial District "I" to the Agriculture District "A".***

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2018.

\_\_\_\_\_  
REEVE

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

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2018.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2018.

READ A THIRD AND FINAL TIME this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2018.

\_\_\_\_\_  
REEVE

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

D1

Redistrict 19.06 acres  
from Industrial "I"  
to Agriculture "A"

HWY 22



**Bylaw No. 1035/18  
Schedule "A"**



**Application 04/17 to Amend the Land Use Bylaw  
Redistrict +/- 19.06 acres  
in PT NE 29-35-05 W5M  
From Industrial District "I" to Agriculture District "A"  
Janis Lewis-Hrappstead**





**CLEARWATER COUNTY**  
**Application for**  
**Amendment to the Land Use Bylaw**

Application No. 04/17

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

APPLICANT: Janis Lewis Hrapstead

ADDRESS & PHONE: Box 855 Caroline AB. Tomomo 403-348-3588

REGISTERED OWNER: Janis Lewis Hrapstead

ADDRESS & PHONE: Box 855 Caroline AB. Tomomo 354044 Hwy 22

**AMENDMENT REQUESTED:**

- 1. CHANGE OF LAND USE DISTRICT FROM: Industrial TO: Agriculture  
 LEGAL DESCRIPTION OF PROPERTY: NE 1/4 Sec. 29 Twp. 35 Rge. 5 W5M  
 OR: LOT:      BLOCK      REGISTERED PLAN NO.:       
 OR: CERTIFICATE OF TITLE NO.:      (Site Plan is attached)  
 SIZE OF AREA TO BE REDESIGNATED: 19.06 (Hectares / Acres)

- 2. REVISION TO THE WORDING OF THE LAND USE BYLAW AS FOLLOWS:  
Industrial "I" District to Agriculture "A" District

- 3. REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:  
I would like to run some cattle and hopefully decrease taxes somewhat.

DATE: Oct <sup>see</sup> Nov. 8, 20 17 APPLICANT'S SIGNATURE Janis Hrapstead

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, R.S.A. 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 600<sup>00</sup> DATE PAID: Nov 14, 2017 RECEIPT NO. 133212

K Gilham  
SIGNATURE OF DEVELOPMENT OFFICER  
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE

**13.4 (1) AGRICULTURE DISTRICT "A"**

THE GENERAL PURPOSE OF THIS DISTRICT IS TO ACCOMMODATE AGRICULTURAL LAND USES AND TO CONSERVE GOOD AGRICULTURAL LAND.

**A. PERMITTED USES**

1. First residence
2. Farming and non-residential farm buildings
3. Second residence on a lot that is 32 hectares (80 acres) or larger

**NOTE:**

1. In the Agriculture District "A", farming and non-residential farm buildings, are "deemed approved" uses.
2. On a residential parcel in the Agriculture District "A", a minor agricultural pursuit for the exclusive enjoyment of the occupants is "deemed approved".

**B. DISCRETIONARY USES**

1. Ancillary building or use
2. Cemetery
3. Community hall/centre
4. Drive-in theatre
5. Gravel and sand pit
6. Highway maintenance yard
7. Petroleum refining, gas processing or related installations with a total enclosed or developed building or plant space of less than 930 square metres (10,000 sq. ft.)
8. Public utility: landfill, waste transfer and associated facilities, sewage lagoon and other sewage treatment facilities, water treatment plant and associated facilities, public utility building
9. Radio, television and other communications tower and related buildings not exceeding 75 square metres (800 sq. ft.)
10. Recreation facility: publicly owned
11. Recreation facility or use for a local and/or private clientele or club only and not occupying more than 1 hectare (2.5 acres)
12. Sod farm or tree farm
13. Greenhouse with a floor area of less than 100 square metres (1,100 sq. ft.) or such larger area subject to the discretion of the Development Officer.
14. Guest house



- C. **DISCRETIONARY USES** allowed in this District ONLY where Incidental or Subordinate to the Principal Use of the lands contained in the current Certificate of Title.
1. Second and additional residences on a lot on which all of the requirements of Section 6.6 are satisfied
  2. Abattoir
  3. Airport or heliport occupying 2 hectares (5 acres) or less
  4. Agricultural equipment service and sales
  5. Auto-wreckers providing proper screening is employed
  6. Dude ranch or vacation farm
  7. Farm subsidiary occupation
  8. Game farming or game ranching for viewing, tourism or recreational purposes
  9. Home occupation
  10. Kennel
  11. Market gardening
  12. Off-parcel drainage works
  13. Riding or roping and livestock showing stable or arena
  14. Sawmill or postmill with annual volume of at least 530 cubic metres (1/4 million board feet) of standing timber
  15. Sod farm
  16. Top soil stripping and sales
  17. Tradesperson's business, including contractors for plumbing, heating, electrical carpentry, auto-body, mechanical, masonry, excavation, construction, trucking and the like.
  18. Unoccupied and unserviced manufactured home storage (one only)
  19. Veterinary clinic
  20. Zoo
- D. **ACCEPTABLE LOT SIZE**
1. Except as provided for in subsections 2, the acceptable lot size is all of the land contained in an existing lot unless otherwise approved by the Development Officer subject to:
    - (a) The new lot being used exclusively for the approved development; and
    - (b) The developer entering into an agreement and/or Letter of Undertaking with the Municipality regarding placing the intended use or development on the proposed lot.
  2. Regarding a first residential parcel out of an unsubdivided quarter section or out of the largest agricultural parcel within a previously subdivided quarter section that does not already contain a residential subdivision:
    - (a) Where the first residential parcel would include all or part of an existing farmstead, the parcel size shall not be less than 0.91 hectares

(2.25 acres) or exceed a maximum of 2.83 hectares (7 acres) unless a larger parcel is deemed necessary by the Subdivision Authority to encompass existing residential amenities and facilities, such as shelter belts, wastewater and water services and driveways; and

- (b) Where the first residential parcel would not include the removal of an existing farmstead, the parcel size shall not be less than 0.91 hectares (2.25 acres) or exceed a maximum of 2.02 hectares (5.00 acres) and the provisions of Part 8 of this Bylaw.

E. MINIMUM DEPTH OF FRONT YARD

As required and/or approved pursuant to Section 10.3 and Figures 1 to 7 of the Supplementary Regulations.

F. MINIMUM WIDTH OF SIDE YARD

15 metres (50 feet) except for a corner site where the side yard shall be determined as though it were a front yard.

G. MINIMUM DEPTH OF REAR YARD

15 metres (50 feet) unless otherwise approved by the Development Officer.

NOTE: Lots created prior to this Bylaw coming into effect and not able to comply with the foregoing shall meet setback limits as determined by the Development Officer.

H. LANDSCAPING

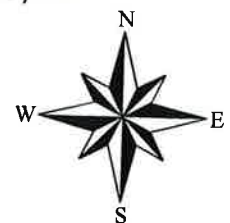
1. In addition to other provisions of this Bylaw, the Development Officer may require landfill sites, gravel and sand pits, sewage facilities and other visually offensive uses to be screened from view with vegetation and/or other screening of a visually pleasing nature.
2. Reclamation to standards acceptable to the Development Officer may be required following abandonment of all or any portion of a gravel or sandpit, sawmill or other land surface disturbing operation.



1:5,000



**Application 04/17 to Amend the Land Use Bylaw**  
**Redistrict +/- 19.06 acres**  
**in PT NE 29-35-05 W5M**  
**From Industrial District "I" to Agriculture District "A"**  
**Janis Lewis-Hrappstead**



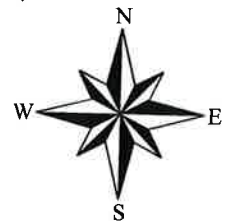
Redistrict 19.06 acres  
from Industrial "I"  
to Agriculture "A"



1:3,000



**Application 04/17 to Amend the Land Use Bylaw**  
**Redistrict +/- 19.06 acres**  
**in PT NE 29-35-05 W5M**  
**From Industrial District "I" to Agriculture District "A"**  
**Janis Lewis-Hrappstead**





## AGENDA ITEM

<b>PROJECT:</b> Subdivision and Development Appeal Board Bylaw		
<b>PRESENTATION DATE:</b> January 23, 2018		
<b>DEPARTMENT:</b> MUNICIPAL	<b>WRITTEN BY:</b> Christine Heggart	<b>REVIEWED BY:</b> Rick Emmons, Interim CAO
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> MGA Section 627		
<b>STRATEGIC PLAN THEME:</b> Well Governed and Leading Organization	<b>PRIORITY AREA:</b> 2.6 Compliance with statutory and regulatory obligations	<b>STRATEGIES:</b> 2.6.1 Monitor federal/provincial legislation to ensure policies remain current and relevant
<b>ATTACHMENT(S):</b> Modernized Municipal Government Act – Excerpt Subdivision and Development Appeal Board Regulation - Excerpt		
<b>RECOMMENDATION:</b> 1. That Council reviews, amends as required and provides first, second and third readings of the new <i>Subdivision and Development Appeal Board Bylaw 1036/17</i> .		

### BACKGROUND:

As part of the ongoing governance and bylaw review process, Administration reviewed the existing *Subdivision and Development Appeal Board* (SDAB) Bylaw 996/14 in relation to the several acts to amend the *Municipal Government Act* (MGA).

The Modernized MGA included changes to section 627(3) which now reads:  
**(3) Unless an order of the Minister authorizes otherwise, a panel of a Subdivision and Development Appeal Board hearing an appeal must not have more than one Councillor as a member.**

The new *Subdivision and Development Appeal Board Regulation* also prescribes that SDAB members and clerks require training within one year of the regulation coming into force (April 1, 2019) and that every three years must complete a refresher training course.

Attached for Council's review and consideration is a new SDAB Bylaw, with recommended updates to reflect new legislative requirements.

Council may also wish to review and discuss their existing Councillor appointments to the SDAB. Currently, there are two Councillor members appointed to SDAB (Councillors Laing and Swanson) and one alternate (Councillor Laird). Due to the 30-day legislatively required timeline to hear an SDAB appeal, Administration recommends appointing one Councillor to SDAB, with two Councillor alternates, for ease of scheduling hearings.

(f.2) governing the excluding of documents from the public record by the Board;

(e) **in clause (k) by striking out “interveners” and substituting “intervenors”.**

**87 Section 574(1) is amended by adding “, an investigation by the Ombudsman” after “an inquiry under section 572”.**

**89 Section 602.09 is amended by striking out “Section 73” and substituting “Division 9 of Part 3”.**

**91 Section 616 is amended**

(d) **by adding the following after clause (h):**

(h.1) “inclusionary housing” means the provision of dwelling units or land, or money in place of dwelling units or land, for the purpose of affordable housing as a condition of subdivision approval or of being issued a development permit;

(h.2) “inclusionary housing regulation” means a regulation made under section 694(1)(j);

**94 Section 627(3) is repealed and the following is substituted:**

**(3) Unless an order of the Minister authorizes otherwise, a panel of a subdivision and development appeal board hearing an appeal must not have more than one councillor as a member.**

**95 Section 628(2) is amended**

(a) **in clauses (a) to (c) by striking out “committees” and substituting “panels”;**

(b) **in clause (d) by striking out “committee” and substituting “panel”.**

**96 The following is added after section 628:**

**Immunity**

**628.1(1)** The members of a subdivision and development appeal board are not personally liable for anything done or

(no amdt)

**ALBERTA REGULATION 195/2017**

**Municipal Government Act**

**SUBDIVISION AND DEVELOPMENT  
APPEAL BOARD REGULATION**

**Definitions**

**1** In this Regulation,

- (a) “Act” means the *Municipal Government Act*;
- (b) “clerk” means a designated officer appointed as a clerk under section 627.1 of the Act;
- (c) “subdivision and development appeal board” includes an intermunicipal subdivision and development appeal board.

**Training requirements**

**2(1)** A designated officer must

- (a) before being appointed as a clerk, successfully complete a training program set or approved by the Minister, and
- (b) every 3 years successfully complete a refresher training program set or approved by the Minister.

**(2)** A member of a subdivision and development appeal board must

- (a) before participating in any hearing as a member of a panel of the board, successfully complete a training program set or approved by the Minister, and
- (b) every 3 years successfully complete a refresher training program set or approved by the Minister.

**(3)** An individual who holds an appointment as a clerk or member of a subdivision and development appeal board when this section comes into force must complete the training program requirement in subsection (1)(a) or (2)(a), whichever is applicable, within one year after this section comes into force.



**Report to Minister**

**3** A municipality must report to the Minister, in the form and manner and at the times required by the Minister,

- (a) the number of members appointed to the municipality's subdivision and development appeal board,
- (b) the number of members who, at the time the report is made, have successfully completed the training required under this Regulation,
- (c) the number of members who, at the time the report is made, are enrolled in training required under this Regulation,
- (d) the number of clerks appointed to the board,
- (e) the number of clerks who, at the time the report is made, have successfully completed the training required under this Regulation,
- (f) the number of clerks who, at the time the report is made, are enrolled in training required under this Regulation, and
- (g) any other matter, as required by the Minister, respecting the subdivision and development appeal board.

**Coming into force**

**4** This Regulation comes into force on the day that section 61 of the *Municipal Government Amendment Act, 2015* comes into force.

**BYLAW NO. 1036/18**

A BYLAW OF CLEARWATER COUNTY, IN THE PROVINCE OF ALBERTA, ~~PURSUANT TO THE PROVISIONS OF THE MUNICIPAL GOVERNMENT ACT, REVISED STATUTES OF ALBERTA 2000, CHAPTER M-26 AND AMENDMENTS THERETO,~~ TO PROVIDE FOR THE ESTABLISHMENT OF A SUBDIVISION AND DEVELOPMENT APPEAL BOARD.

WHEREAS Section 145(b) of the *Municipal Government Act, as amended, allows a Council to pass a bylaw in relation to the procedure and conduct of other bodies established by Council.*

AND WHEREAS Section 627(1) of the *Municipal Government Act* requires Council ~~the Council for Clearwater County wishes to establish by Bylaw~~ a Subdivision and Development Appeal Board, ~~as required under the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto:~~

AND WHEREAS Section 627(3) of the *Municipal Government Act* requires that a *panel of a Subdivision and Development Appeal Board hearing an appeal must not have more than one Councillor as a member.*

AND WHEREAS Section 628(1) of the *Municipal Government Act* requires that a Subdivision and Development Appeal Board Bylaw prescribes the functions and duties of the Subdivision and Development Appeal Board.

NOW THEREFORE the Council for Clearwater County, duly assembled enacts as follows:

Title

1. This Bylaw may be cited as the **“Subdivision and Development Appeal Board Bylaw”**.

Definitions

2. The following words and terms are defined as follows:
  - a) “Act” means the Municipal Government Act, R.S.A. 2000, c. M-26, as amended;
  - b) “Board” means the Subdivision and Development Appeal Board of Clearwater County established pursuant to this Bylaw;
  - c) “Council” means the Council of Clearwater County;
  - d) “Councillor” means a member of Council who is duly elected and continues to hold office and includes the Reeve.
  - e) “County” means Clearwater County;
  - f) “Development Authority” means the person or persons appointed pursuant to Development and Subdivision Authorities Bylaw No. 998/14;
  - g) “Land Use Bylaw” -means -Clearwater County Land Use Bylaw as adopted and amended by the Council;
  - h) “Member” means a member of the Subdivision and Development Appeal Board appointed pursuant to this Bylaw;
  - i) “Subdivision Authority” means the Subdivision Authority as established pursuant to the Development and Subdivision Authorities Bylaw No. 998/14;
  - j) “Development Nodes” means lands designated by the Minister of Environment and Sustainable Resource Development for special planning purposes;
  - k) “The Minister” means the Minister of Environment and Sustainable Resource Development.Parks.

Establishment

3. The Subdivision and Development Appeal Board is hereby established.

### Membership, ~~and~~ Term and Training

4. a) The Board shall consist of five standing members plus ~~three-four~~ alternate members. ~~Two-One~~ of the standing members shall be a Ccouncillors and ~~three-four~~ shall be citizens-at-large. ~~One-Two~~ alternate members shall be ~~a-c~~Ccouncillors and two shall be a citizens-at-large.
  - b) In the event the subject of an appeal contains lands within a development node, the Board shall consist of one additional member, appointed by the Minister.
5. A Member of the Board shall not include:
  - a) a member of the Municipal Planning Commission;
  - b) a person who carries out development or subdivision powers on behalf of the County;
  - c) an employee of the County.
6. Each member of the Board, appointed by Council, shall be for a term specified by a Resolution of Council, but in no case shall the appointment be more than one year. Any member appointed by the Minister shall maintain membership at the discretion of the Minister.
7. Notwithstanding Section 6, a person may be reappointed to the Board upon the expiration of that person's term.
8. In the event of a vacancy, Council may appoint by resolution, or the Minister may appoint, as the case may be, a new member to serve for the remainder of the vacating member's term.
9. If a member misses three (3) consecutive meetings without the authorization of Council, the person is disqualified and the position becomes vacant. This section does not apply to the member appointed by the Minister.
10. The Chairman and Vice-Chairman of the Board shall be appointed annually by resolution of Council. The member appointed by the Minister is not eligible to hold the office of Chairman or Vice-Chairman.
11. Before participating in any hearing as a member of a panel of the board, all members must successfully complete a training program as prescribed by the *Municipal Government Act*, and Subdivision and Development Appeal Board Regulation.

### Procedure Matters

11. A quorum for the Board shall consist of a majority of the standing members (three or more). Only one Councillor may sit on a Board panel hearing an appeal, but councillors may not form the majority of the quorum.
12. No more than five members may participate in any appeal hearing process for appeals outside the development nodes. For appeals within the development nodes no more than six members may participate in the hearing, and one member must be the member appointed by the Minister. In the event that a standing member is not able to attend an appeal hearing, an alternate member may sit in the standing members place and hear the appeal with all the privileges, responsibilities and limitations of a standing member.
13. Pursuant to Clause 12 of this Bylaw, only a Ccouncillor alternate member may hear an appeal in place of a Ccouncillor standing member, and only a citizen-at-large member may hear an appeal in place of a citizen-at-large standing member.

14. In the event of absence or inability of the Chairman to preside at a Board meeting, the Vice-Chairman shall preside, and in the event of the absence or inability of both the Chairman and Vice-Chairman to preside at a meeting of the Board, the members present in constituting a quorum shall elect one of its members to act as Chairman for that meeting.
15. Council shall appoint by Resolution of Council a person or persons to serve as Secretary to the Board, who shall:
  - a) not have a vote;
  - b) give at least five (5) days' notice of a hearing of an appeal to:
    - i) in the case of an appeal against an order, decision or a failure to make a decision by the Development Authority, the appellant, the Development Authority whose decision, order or permit is the subject of the appeal, those owners required to be notified under the Land Use Bylaw and any other person the Board considers to be affected;
    - ii) in the case of an appeal against a decision or a failure to make a decision by the Subdivision Authority, the applicant for subdivision approval; the Subdivision Authority; if the land is adjacent to the boundaries of the Town of Rocky Mountain House, the Town of Rocky Mountain House; and the school authority to whom the application was referred; an adjacent landowner who was given notice of the application; and every government department that was given a copy of the application pursuant to the subdivision and development regulations;
  - c) notify all standing members of the Board, and the member appointed by the Minister and alternate members as the case may require, of the meetings of the Board, including hearings;
  - d) prepare and maintain a file of written minutes of the business transacted at all meetings, including hearings, of the Board;
  - e) for each hearing, record and issue a decision of the Board and its findings, with reasons, to all affected parties;
  - f) be authorized to sign on behalf of the Board any order, decision, approval, notice, or any other thing made, given or issued by the Board;
  - g) undertake such other duties as Council or the Board may require.
16. Only those members present at a whole hearing of an appeal shall be able to vote on the appeal, wherein those voting form a quorum.
17. A decision of the members forming a quorum at a duly convened meeting of the Board thereof shall be deemed to be the decision of the whole Board.
18. In the event of a tie vote, the appeal shall be deemed to be denied.
19. For any procedures not covered in Part 17 of the Act or by bylaw of the County, the Board may establish other procedures for the conduct of hearings.

#### Functions and Duties

20. Within thirty (30) days of receiving written notice of an appeal that is in accordance with the provisions of the Act, the Board shall hold a public hearing to hear an appeal of:
  - a) a decision of the Subdivision Authority or Development Authority;
  - b) the Subdivision Authority or Development Authority's refusal or failure to make a decision within the time allowed for a decision established in the Act;
  - c) a stop work order issued by a Development Authority.
21. The hearings of the Board shall be in public, but the Board may at any time recess and deliberate in private.

22. A request for adjournment of a hearing may be granted at the discretion of the Board, but any adjournment must be to a specific time and date.
23. The Board may adjourn to a specific time and date upon its own volition to request technical information, legal opinions or other information desired by the Board.
24. Upon conclusion of a hearing the Board shall deliberate and reach its decision in private.
25. The Board shall determine an appeal in accordance with the provisions of Part 17 of the Act.
26. The Chairman or Acting Chairman:
- shall be responsible for the conduct of a meeting;
  - may limit a submission if it is determined to be repetitious or inappropriate in any manner.
27. If a member has direct pecuniary interest in a matter before the Board, or if a member is aware of any reason which may lead to a possible bias when hearing the matter, the member shall declare an interest or likelihood of bias to the Board and remove himself/herself from participating as a Board member for that particular appeal.
28. The Board shall issue its decisions in writing, together with reasons, within fifteen (15) days of the conclusion of any hearing.
29. A decision of the Board is not final until notification of the decision is given in writing.
30. Notwithstanding Section 15.f, an order, decision or approval made, given or issued by the Board may be signed by the Chairman, or Vice-Chairman of the Board in the Chairman's absence.
31. If the Subdivision Authority fails or refuses to endorse a plan of subdivision or other instrument as approved by the Board on appeal, the Chairman or Vice-Chairman of the Board is authorized to endorse the subdivision instrument.
32. Bylaw ~~529996/1496~~ is hereby rescinded.
33. This Bylaw shall come into force immediately upon third and final reading.

Received FIRST and SECOND reading and by UNANIMOUS consent of the Councillors present, a THIRD reading and FINALLY passed this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2018.

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



## AGENDA ITEM

<b>PROJECT:</b> Designated Officer Bylaw(s)		
<b>PRESENTATION DATE:</b> January 23, 2018		
<b>DEPARTMENT:</b> MUNICIPAL	<b>WRITTEN BY:</b> Christine Heggart	<b>REVIEWED BY:</b> Rick Emmons, Interim CAO
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> MGA s. 201(1), s.284(1)+(2), s.455(1) s.627.1(3) <input checked="" type="checkbox"/> Agricultural Services Board Act s.8		
<b>STRATEGIC PLAN THEME:</b> Well Governed and Leading Organization	<b>PRIORITY AREA:</b> 2.6 Compliance with statutory and regulatory obligations	<b>STRATEGIES:</b> 2.6.1 Monitor federal/ provincial legislation to ensure policies remain current and relevant
<b>ATTACHMENT(S):</b> Designated Officers Bylaw 729/02 and Bylaw 653/00; Draft Designated Officer – Assessor Bylaw 1037/18; Draft Designated Officer – Agricultural Fieldman Bylaw 1038/18; Draft Designated Officer – SDAB Clerk Bylaw 1039/18		
<b>RECOMMENDATION:</b> 1. That Council reviews, amend as appropriate and provides first, second and third readings of the new Designated Officer Bylaws - Assessor Bylaw 1037/18; Agricultural Fieldman Bylaw 1038/18; SDAB Clerk Bylaw 1039/18.		

### BACKGROUND:

As part of the ongoing bylaw review process, Administration reviewed the existing Designated Officers Bylaws 729/02 and 653/00 and, to clean up redundancy and align bylaws with the new *Municipal Government Act*, proposes replacement with the attached draft bylaws.

The MGA defines a Designated Officer as a “person appointed to a position established under section 210(1)”. Clearwater County’s existing “Designated Officer” Bylaw(s) includes the Agricultural Fieldman (Bylaws 653/00 & 752/02) and Municipal Assessor (Bylaws 653/00 & 752/02).

Other bylaws that include a Designated Officer include: Chief Administrative Officer (Bylaw 636/99); Assessment Review Board Clerk (Bylaw 919/10); and the Development Officer (Bylaw 479/95).

The new MGA section 627.1(3) now requires a Subdivision and Development Appeal Board (SDAB) Clerk be a Designated Officer.

Attached for Council's consideration are three new Designated Officers Bylaws, for the positions of Agricultural Fieldman, Assessor and SDAB Clerk.

Legislation Excerpts:**Municipal Government Act****Designated officers**

**210(1)** A council may by bylaw establish one or more positions to carry out the powers, duties and functions of a designated officer under this or any other enactment or bylaw.

**(2)** Council may give a position established under subsection (1) any title the council considers appropriate.

**(3)** The bylaw must include which of the powers, duties and functions referred to in subsection (1) are to be exercised by each position.

**(4)** Unless otherwise provided by bylaw, all designated officers are subject to the supervision of and accountable to the chief administrative officer.

**(5)** A chief administrative officer may exercise all of the powers, duties and functions of a designated officer under this or any other enactment or bylaw if

(a) no position of designated officer has been established by council,

(b) the position of designated officer is vacant, or

(c) this or any other enactment or bylaw refers to a designated officer and the power, duty, function or other thing

relating to the designated officer has not been assigned to any designated officer by council.

**Municipal assessor**

**284(1)(d)** “assessor” means a person who has the qualifications set out in the regulations and

(i) is designated by the Minister to carry out the duties and responsibilities of an assessor under this Act, or

(ii) is appointed by a municipality to the position of designated officer to carry out the duties and responsibilities of an assessor under this Act

**284.2(1)** A municipality must appoint a person having the qualifications set out in the regulations to the position of designated officer to carry out the functions, duties and powers of a municipal assessor under this Act.

**(2)** Subject to the regulations, a municipal assessor may delegate to any person any power or duty conferred or imposed on the municipal assessor by this Act.

**(3)** A municipal assessor is not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of the municipal assessor’s functions, duties or powers under this Act or any other enactment.

**Clerk (ARB)**

**455(1)** The council must appoint a designated officer to act as the clerk of the assessment review boards having jurisdiction in the municipality and prescribe the remuneration and duties of that person.

**(2)** The clerk must not be an assessor.

**Municipal inspections and enforcement (Development Officer)**

**542(1)** If this or any other enactment or a bylaw authorizes or requires anything to be inspected, remedied, enforced or done by a municipality, a designated officer of the municipality may, after giving reasonable notice to the owner or occupier of land or the structure to be entered to carry out the inspection, remedy, enforcement or action,

(a) enter on that land or structure at any reasonable time, and carry out the inspection, enforcement or action authorized or required by the enactment or bylaw,

(b) request anything to be produced to assist in the inspection, remedy, enforcement or action, and



(c) make copies of anything related to the inspection, remedy, enforcement or action.

**(1.1)** A consent signed under section 653 is deemed to be a reasonable notice for the purposes of subsection (1).

**(2)** The designated officer must display or produce on request identification showing that the person is authorized to make the entry.

**(3)** In an emergency or in extraordinary circumstances, the designated officer need not give reasonable notice or enter at a reasonable hour and may do the things in subsection (1)(a) and (c) without the consent of the owner or occupant.

**(4)** Nothing in this section authorizes the municipality to remedy the contravention of an enactment or bylaw.

### **Clerks (SDAB)**

**627.1(1)** A council that establishes a subdivision and development appeal board must appoint, and a council that authorizes the establishment of a subdivision and development appeal board must authorize the appointment of, one or more clerks of the subdivision and development appeal board.

**(2)** If the subdivision and development appeal board is an intermunicipal subdivision and development appeal board, the councils that authorize its establishment must appoint one or more clerks.

**(3)** A clerk appointed under this section must be a designated officer and may be a person who holds an appointment as a designated officer under section 455.

**(4)** No designated officer is eligible for appointment under this section unless that designated officer has successfully completed a training program in accordance with the regulations made under section 627.3(a).

**(5)** No subdivision authority or development authority is eligible for appointment under this section.

### ***Agricultural Services Board Act***

#### **Agricultural fieldman**

**8(1)** If a council has established a board, the council, in consultation with the board, must appoint a qualified person as agricultural fieldman to implement agricultural policies and programs and to manage the agricultural resources of the municipality.

**(2)** The agricultural fieldman shall act as a designated officer of the municipality

(a) in carrying out the functions, duties and powers of the municipality under any Act relating to agriculture, and

(b) in implementing projects respecting agriculture agreed on between the council and the Minister.

**BY-LAW NO. 653/00**

A By-Law of the Municipal District of Clearwater No. 99 to establish the positions of the Manager of Agricultural Services and the Manager of Assessment and Development as designated officer positions.

**WHEREAS** the Municipal Government Act, S.A. 1994, Chapter.M-26.1 as amended, provides that a municipal council may establish by by-law designated officer positions and ascribe the duties and functions of each position; and,

**WHEREAS** section 284 of the Municipal Government Act, S.A. 1994, Chapter M-26.1 as amended requires that the assessor's position must be a designated officer position of the municipality; and,

**WHEREAS** section 12 of the Agricultural Service Board Act requires that the Manager of Agricultural Services position must be a designated officer position of the municipality.

**NOW THEREFORE** the Council for the Municipal District of Clearwater No. 99 duly assembled, enacts as follows:

1. The positions of the Manager of Agricultural Services and the Manager of Assessment and Development are hereby declared to be designated officer positions for the municipality.
2. The duties of the Manager of Agricultural Services shall be as prescribed in the Agricultural Service Board Act and the job description for this position as amended and approved by the Chief Administrative Officer.
3. The duties of the Manager of Assessment and Development shall be as prescribed in the Municipal Government Act as they relate to the position of the municipal assessor, and the job description for this position as amended and approved by the Chief Administrative Officer.
4. The Manager of Agricultural Services and the Manager of Assessment and Development shall report to the Chief Administrative Officer who shall exercise supervisory responsibilities in accordance with the current Chief Administrative Officer's By-law #636/99 and with any future amendments to said By-law.

Received First and Second Reading and by unanimous consent of Councilors present, a third reading and finally passed this 25<sup>th</sup> day of January, 2000.

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**REEVE**

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**MUNICIPAL MANAGER**

**BY-LAW NO. 729/02**

A By-Law of Clearwater County to establish the positions of the Manager of Agricultural Services and the Municipal Assessor as designated officer positions.

**WHEREAS** the Municipal Government Act, S.A. 1994, Chapter.M-26.1 as amended, provides that a municipal council may establish by by-law designated officer positions and ascribe the duties and functions of each position; and,

**WHEREAS** section 284 of the Municipal Government Act, S.A. 1994, Chapter M-26.1 as amended requires that the assessor's position must be a designated officer position of the municipality; and,

**WHEREAS** section 12 of the Agricultural Service Board Act requires that the Manager of Agricultural Services position must be a designated officer position of the municipality.

**NOW THEREFORE** the Council for Clearwater County duly assembled, enacts as follows:

1. The positions of the Manager of Agricultural Services and the Municipal Assessor are hereby declared to be designated officer positions for the municipality.
2. The duties of the Manager of Agricultural Services shall be as prescribed in the Agricultural Service Board Act and the job description for this position as amended and approved by the Chief Administrative Officer.
3. The duties of the Municipal Assessor shall be as prescribed in the Municipal Government Act as they relate to the position of the municipal assessor, and the job description for this position as amended and approved by the Chief Administrative Officer.
4. The Manager of Agricultural Services and the Municipal Assessor shall report to the Chief Administrative Officer who shall exercise supervisory responsibilities in accordance with the current Chief Administrative Officer's By-law #636/99 and with any future amendments to said By-law.

Received First and Second Reading and by unanimous consent of Councilors present, a third reading and finally passed this \_\_\_\_ day of February, 2002.

\_\_\_\_\_  
**REEVE**

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**MUNICIPAL MANAGER**

**BY-LAW NO. 1037/18**

A BYLAW OF CLEARWATER COUNTY TO APPOINT AN ASSESSOR AS A DESIGNATED OFFICER AND ASSIGNING THE DUTIES OF THE POSITION.

**WHEREAS**, Section 210 of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, as amended, describes the appointment of Designated Officers;

**AND WHEREAS**, Section 284 of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, as amended, requires that an Assessor be appointed as a Designated Officer;

**NOW THEREFORE**, the Council of Clearwater County, duly assembled, enacts the following:

**Definitions**

1. In this Bylaw:

1.1 “Assessor” shall mean:

1.1.1 a person who has the qualifications set out in the Municipal Government Act Qualifications of Assessor Regulation – Alberta Regulation 233/2005 as amended.

1.1.2 Is appointed by the municipality by resolution of Council to the position of designated officer to carry out the duties and responsibilities of an Assessor under the *Municipal Government Act*.

1.2 “Council” shall mean the Council of Clearwater County.

1.3 “Designated Officer” shall mean the person designated pursuant to section 1.1 herein.

1.4 “Contractor” shall mean an independent party to Clearwater County serving under a contract to provide assessment services and shall not be deemed to be an employee of Clearwater County.

**Appointment of Position**

2. That the position of Assessor for Clearwater County is hereby established.

**Duties of Assessor**

3. That the Assessor for Clearwater County is the Designated Officer and shall carry out the duties of Assessor as described in Parts 9, 10, 11 and 12 of the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, as amended.

**Appointment of Assessor**

4. Council will appoint a person, either a municipal employee or contractor, by resolution to the position of Assessor.

**Severance**

5. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of the Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

**Repeal and Effective Date**

6. This Bylaw shall repeal and replace Bylaw 653/00 and 752/00.
7. This Bylaw shall come into force upon third and final reading.

READ a first time \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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**REEVE**

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**CHIEF ADMINISTRATIVE OFFICER**

**BY-LAW NO. 1038/18**

A BYLAW OF CLEARWATER COUNTY TO APPOINT AN AGRICULTURAL FIELDMAN AS A DESIGNATED OFFICER AND ASSIGNING THE DUTIES OF THE POSITION.

**WHEREAS**, Section 210 of the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, as amended, describes the appointment of Designated Officers;

**AND WHEREAS**, Section 8 of the *Agricultural Service Board Act* requires Council appoint a qualified person as agricultural fieldman to implement agricultural policies and programs and to manage the agricultural resources of the municipality.

**NOW THEREFORE**, the Council of Clearwater County, duly assembled, enacts the following:

**Definitions**

1. In this Bylaw:

1.1 "Agricultural Fieldman" shall mean a person appointed by the municipality by resolution of Council to the position of Designated Officer to carry out the duties and responsibilities of an Ag Fieldman under the *Agricultural Service Board Act*.

1.2 "Council" shall mean the Council of Clearwater County.

1.3 "Designated Officer" shall mean the person designated pursuant to section 1.1 herein.

**Appointment of Position**

2. That the position of Agricultural Fieldman for Clearwater County is hereby established.

**Duties of Ag Fieldman**

3. That the Agricultural Fieldman for Clearwater County is a Designated Officer and shall carry out the duties of Agricultural Fieldman as described in the *Agricultural Service Board Act*, including:

3.1 carrying out the functions, duties and powers of the municipality under any Act relating to agriculture;

3.2 implementing projects respecting agriculture agreed on between the Council and the Minister;

3.3 act as a municipal inspector under *Weed Control Act*;

3.4 act as municipal inspector under the *Agricultural Pests Act*; and,

3.5 act as municipal soil conservation officer under the *Soil Conservation Act*.

**Appointment of Agricultural Fieldman**

4. Council will appoint a person(s) by resolution to the position of Agricultural Filedman.

**Severance**

5. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of the Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

**Repeal and Effective Date**

6. This Bylaw shall repeal and replace Bylaw 653/00 and 752/00.
7. This Bylaw shall come into force upon third and final reading.

READ a first time \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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**REEVE**

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**CHIEF ADMINISTRATIVE OFFICER**

**BY-LAW NO. 1039/18**

A BYLAW OF CLEARWATER COUNTY TO APPOINT A SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK AS A DESIGNATED OFFICER AND ASSIGNING THE DUTIES OF THE POSITION.

**WHEREAS**, Section 210 of the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, as amended, describes the appointment of Designated Officers;

**AND WHEREAS**, Section 627.1(1) of the *Municipal Government Act* requires Council authorize the appointment of, one or more clerks of the subdivision and development appeal board as Designated Officer.

**NOW THEREFORE**, the Council of Clearwater County, duly assembled, enacts the following:

**Definitions**

1. In this Bylaw:

- 1.1 "SDAB Clerk" shall mean a person appointed by the municipality by resolution of Council to the position of Designated Officer to carry out the duties and responsibilities of SDAB Clerk under the *Municipal Government Act*.
- 1.2 "Council" shall mean the Council of Clearwater County.
- 1.3 "Designated Officer" shall mean the person designated pursuant to section 1.1 herein.

**Appointment of Position**

2. That the position of SDAB Clerk for Clearwater County is hereby established.

**Duties of SDAB Clerk**

3. That the SDAB Clerk for Clearwater County is a Designated Officer and shall carry out the duties of SDAB Clerk as described in the *Municipal Government Act*.

**Appointment of SDAB Clerk**

4. Council will appoint a person(s) by resolution to the position of SDAB Clerk.

**Severance**

5. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of the Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

**Effective Date**

7. This Bylaw shall come into force upon third and final reading.

READ a first time \_\_\_\_ day of \_\_\_\_\_, 2018.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
**REEVE**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**





## AGENDA ITEM

<b>PROJECT:</b> Agenda & Priorities Committee Recommendations		
<b>PRESENTATION DATE:</b> January 23, 2018		
<b>DEPARTMENT:</b> Municipal	<b>WRITTEN BY:</b> Rick Emmons	<b>REVIEWED BY:</b> Rick Emmons
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>Strategic Area:</b> 1. Managing our Growth 2. Well Governed and Leading Organization 3. Community Well-Being	<b>Priority Area:</b> 1.3 Innovative local economy 3.2 Safer community 3.3 Well-connected	<b>STRATEGY:</b> 1.3.4 3.2.2 3.2.4 3.3.1
<b>RECOMMENDATION:</b> 1. That Council makes the motions as recommended by the A&P Committee below.		

### BACKGROUND:

At their Agenda and Priorities Committee meeting on January 15, 2018, Administration heard the Committee make the following recommendations for Council's approval:

#### Broadband Policy Framework

That Council directs Administration to prepare a Terms of Reference for the Internet Committee, as a committee of the whole of Council.

That Council's policy framework direction is for the development of a municipally-owned Internet infrastructure that: enhances broadband Internet coverage in Clearwater County; is supported by community members; is an open-access system available for use by all Internet Service Providers (ISPs); protects County investments; provides for quality broadband connections meeting regulatory requirements; and provides for economic and community growth in the region.

That Council's Internet infrastructure project incorporates public engagement, including educational articles in local papers and online, as well as community-hall meetings.

That Council directs Administration to prepare a Request for Proposal (RFP) for the development of an Internet infrastructure business plan and strategic action plan to support the advancement of broadband Internet development in the County.

That Council authorizes the Reeve to sign a letter to the Honourable Minister Stephanie McLean, Service Alberta, with regards to Clearwater County's Internet-related activities since November, as well as invite the Minister to meet with members of Council, in Edmonton.

That Council authorizes Councillor(s) to meet with Minister of Service Alberta, in Edmonton.

#### Community Peace Officer Program

That Council directs Administration to reduce the Community Peace Officer (CPO) complement from five officers to four officers, and that the CPO program focuses on infrastructure protection (i.e. overweights) and includes more night shift coverage.

#### Leslieville/Condor Fire Stations

That Council directs Administration to conduct additional public consultation related to the Leslieville and Condor fire stations and respective construction options (\$2.4M budget in 2018), and that engagement is to include public notification of community-hall meetings to be held in Leslieville and Condor.

#### Geothermal Letter of Support Request

That Council authorizes the Reeve to sign a letter of support for the Village of Caroline's activities supporting geothermal development in the region.

#### Invitation to Deputy Minister of Environment and Parks

That Council authorizes the Reeve to sign a letter of invitation to Deputy Minister of Environment and Parks, to discuss the Province's plans related to the Bighorn area, which is within the green zone and provincial jurisdiction, and encourage increased communications and consultation with the public within Clearwater County region.

#### Growing Rural Tourism Conference

That Council authorizes Councillor Laing and Councillor Swanson to attend the Growing Rural Tourism Conference on February 20-22, 2018 in Camrose.



## AGENDA ITEM

<b>PROJECT:</b> 2018 Council, Board & Committee Remuneration Policy		
<b>PRESENTATION DATE:</b> January 23, 2018		
<b>DEPARTMENT:</b> Municipal	<b>WRITTEN BY:</b> Murray Hagan, Director, Corporate Services	<b>REVIEWED BY:</b> Rick Emmons, Interim CAO
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Council & Board Reimbursement Policy		
<b>STRATEGIC PLAN THEME:</b> Well Governed and Leading Organization	<b>PRIORITY AREA:</b> Invest in and support a skilled, motivated and performing workforce	<b>STRATEGIES:</b> Be an 'employer of choice'...deliver recognition programs to support innovation and motivate high performance
<b>ATTACHMENT(S):</b> Clearwater County & Board Reimbursement Policy [current] and <i>revised as Council &amp; Board Remuneration Policy with Appendix A outlining a Council Compensation Committee formation.</i>		
<b>RECOMMENDATIONS:</b> 1. That Council reviews, approves and adopts the attached policy.		

### BACKGROUND:

1. This policy replaces the Council and Board Reimbursement Policy dated January 1, 2016.
2. At the January 9, 2018 meeting, Council reviewed a second draft of this new policy, and requested changes as identified within the attached document.



**CLEARWATER COUNTY  
COUNCIL AND BOARD REIMBURSEMENT**

POLICY

<b>EFFECTIVE DATE:</b>	January 1, 2016
<b>REVISED DATE:</b>	August 23, 2016
<b>SECTION:</b>	Administration
<b>POLICY STATEMENT:</b>	To provide a fair and equitable means of reimbursing Council and Members at Large for their time, travel and subsistence while attending meetings, conferences, training seminars and other out of area municipal business events.
<b>DEFINITIONS:</b>	“Meeting”: within the context of this Policy the term meeting shall include: Council meetings, Special Council meetings, Committee meetings as well as – when requested by the CAO, or a Department Head – meetings between Councillors and County staff.
<b>PROCEDURE:</b>  <b><u>Council Rates</u></b>	<p>1. Council remuneration will be, for time spent while traveling to or from meetings and while in attendance at a meeting on the basis of the following rates and time sections:</p> <ul style="list-style-type: none"> <li>a) \$159.00 - First Four Hours</li> <li>b) \$126.00 - Second Four Hours</li> <li>c) \$126.00 - Third Four Hours</li> <li>d) \$288.00 - Maximum payable for any regular Council Meeting.</li> </ul> <p>For clarity, any meeting or number of meetings that include more than one portion of the above times sections (i.e. meetings in excess of four hours), a Councillor is entitled to combined remuneration for each time section involved. The maximum paid in any single day will therefore be \$414.00. Councillors are expected to exercise discretion when applying for remuneration for meetings that include one time section and extend into another time section in a minor fashion.</p>



## CLEARWATER COUNTY COUNCIL AND BOARD REIMBURSEMENT

	<p>2. Other expenses associated with a Councillor's attendance at meetings will be paid in accordance with Travel and Subsistence for Staff and Council Policy.</p> <p>3. In addition to meeting, travel and subsistence fees, each councillor will be paid \$550.00 per month to compensate for time spent on such matters as meeting preparation, telephone calls and individual meetings with electors.</p> <p>4. Council remuneration associated with convention attendance will be for time spent while traveling to or from a convention location and while in attendance during the formal convention sessions on the basis of the following rates and time sections:</p> <ul style="list-style-type: none"><li>a) \$159.00 - First Four Hours</li><li>b) \$126.00 - Second Four Hours</li><li>c) \$126.00 - Third Four Hours</li></ul> <p>For clarity, time incurred for travel to or from the convention location and attendance at the formal convention sessions that include more than one portion of the above times sections in excess of four hours, a councillor is entitled to combined remuneration for each time section involved. However, the maximum honorarium paid in any single day to a councillor or committee member will be \$414.00.</p> <p>For example, a councillor drives to a seminar in Edmonton from Rocky Mountain House leaving the night before the seminar begins as the seminar starts at 8:00 the next morning. The seminar ends at 4:00 p.m. the following day. At conclusion of the seminar the councillor would be entitled to \$159.00 associated with travel the night before the seminar. The councillor would also be entitled to another \$159.00 relating to the first four hours of his/her attendance at the seminar; another \$126.00 associated with the second four hours of the seminar; and, a third four hours associated with the return travel time to Rocky Mountain House.</p> <p>5. Councillors are authorized to attend special meetings associated with a Council appointed committee without</p>
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## CLEARWATER COUNTY COUNCIL AND BOARD REIMBURSEMENT

<p><b><u>Reeve Rates</u></b></p>	<p>Council approval. However, to the greatest extent possible, councillors should receive prior approval of Council for attendance at any other special meeting a councillor may wish to attend (e.g. community group meeting). However, Council recognizes that situations may preclude a councillor from advising Council of a meeting prior to his or her attendance. In such cases the Councillor is to seek Council's approval for his/her attendance prior to the councillor submitting his/her remuneration sheet.</p> <ol style="list-style-type: none"><li>6. The Reeve and two Councillors are approved to attend the annual conference of the Federation of Canadian Municipalities (FCM), Councillors attending the conference will be appointed at the annual organizational meeting preceding the conference. The intention is to provide all Councillors with the opportunity to attend one FCM Conference during their term of office. All Councillors will be permitted to attend FCM when the FCM Conference is held in Alberta.</li><li>7. Councillors and Committee members will be reimbursed for other incurred expenses in accordance with the Travel and Subsistence for Staff and Council Policy.</li><li>8. If a spouse accompanies a councillor to a convention, the Municipality will cover the spousal registration fee, banquet tickets, and approved travel expenses.</li></ol> <ol style="list-style-type: none"><li>1. In addition to the above policies, it is recognized that the Reeve will receive additional requests with respect to meetings with federal, provincial, municipal and/or community organizations, representatives or officials. The Reeve is authorized to attend such meetings at his/her discretion without Council authorization and to receive remuneration in accordance with this policy for that attendance. To the greatest extent possible, the Reeve should endeavor to inform Council of these meetings prior to his/her attendance.</li></ol>
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## CLEARWATER COUNTY COUNCIL AND BOARD REIMBURSEMENT

<p><b><u>Boards and Committee Rates</u></b></p>          <p><b><u>Community Event Attendance</u></b></p>	<p>2. The Reeve will be paid \$850.00 per month to allow for his extra administrative duties such as cheque signing, bylaw signing, contract signing, etc.</p> <p>1. Members at large appointed to the municipal library boards, the Clearwater Regional Family and Community Support Services Board, and the recreation boards will be paid \$554.00 per annum as compensation for mileage and out-of-pocket expenses.</p> <p>2. Members at large appointed to the Clearwater County Heritage Board will be paid \$159.00 per meeting as compensation for mileage and out-of-pocket expenses.</p> <p>3. Member at large appointees to the Agricultural Service Board, Municipal Planning Commission and the Subdivision and Development Appeal Board, will be paid at the councillor remuneration rates established in this policy and expense rates in the Travel and Subsistence for Staff and Council policy.</p> <p>1. All Councillors are authorized to participate in the Rocky Rodeo Parade, Caroline Rodeo Parade and Rocky Parade of Lights. In addition to this, the Reeve or designate is authorized to participate in the Ponoka Stampede Parade and Westerner Days Parade.</p> <p>2. With the exception of the aforementioned parades, attendance at any other community event will be considered by Council on a case by case basis.</p> <p>3. Council remuneration associated with approved community event attendance will be for time spent while traveling to or from a convention location and while in attendance during the formal convention</p>
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**CLEARWATER COUNTY  
COUNCIL AND BOARD REIMBURSEMENT**

<p><b><u>General</u></b></p>	<p>sessions on the basis of the following rates and time sections:</p> <ul style="list-style-type: none"><li>a) \$159.00 - First Four Hours</li><li>b) \$126.00 - Second Four Hours</li></ul> <p>To a maximum of eight hours (or \$285.00) per day.</p> <ol style="list-style-type: none"><li>1. Per Diem sheets are to be filled out monthly by each councillor and delivered to the Finance and Admin. Manager or Payroll Administrator after the end of each month and at least three working days prior to the first Council meeting. Per Diem sheets received after this date will not be processed for payment until the following month. Administration will include copies of the completed per diem sheets in the following Council Agenda.</li><li>2. Council remuneration rate increases will correspond to the cost of living adjustments received by staff each year (rounded to the nearest dollar).</li><li>3. This policy replaces Council’s policy “Meeting Rates for Council and Board Appointments”</li></ol>
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**CLEARWATER COUNTY  
COUNCIL, BOARD & COMMITTEE REMUNERATION**

<b>EFFECTIVE DATE</b>	January 1, 2018
<b>REVISIONS</b>	
<b>SECTION</b>	Administration
<b>POLICY STATEMENT</b>	<p>To provide a fair and equitable means of reimbursing Council and <del>Members</del> <b>Citizens</b>-at-Large for their time, travel and subsistence while attending meetings, conferences, training seminars and other municipal business <b>and community</b> events.</p> <p>In determining remuneration amounts, Council may consider any of the following:</p> <ul style="list-style-type: none"> <li>a. Discussion and decisions made by Council;</li> <li>b. Informal survey data;</li> <li>c. Formal survey data as <del>part of the tri-annual review process conducted</del> <b>provided</b> by an independent consultant;</li> <li>d. <del>Appointment</del> <b>Recommendations</b> of a Council Compensation Committee as per Appendix 'A'.</li> </ul>
<b>DEFINITIONS</b>	<p><b>'Meeting'</b>          Within the context of this policy, the term meeting shall include: Council meetings, Special Council meetings, Committee meetings as well as, when requested by the CAO or a Department Head, meetings between Councillors and County staff.</p>
<b>COUNCIL RATES</b>	<p>1. Council remuneration for time spent while traveling to or from meetings, and while in attendance at a meeting, will be based on the following rates and time sections:</p> <ul style="list-style-type: none"> <li>a. \$161.00 – First Four hours</li> <li>b. \$127.00 – Second Four hours</li> <li>c. \$127.00 – Third Four hours</li> <li>d. \$288.00 – Maximum payable for any regular Council meeting (Two (2) time sections).</li> <li>e. \$415.00 – Maximum payable for any single day (Three (3) time sections).</li> </ul> <p>For clarity, any meeting or number of meetings that include more than one portion of the above time sections [i.e. meetings in excess of four hours], a Councillor is entitled to a combined remuneration for each time section involved. Councillors are expected to exercise discretion</p>



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

	<p>when applying for remuneration for meetings that include one time section and extend into another time section in a minor fashion.</p> <p>2. <del>Expenses associated with a Councillor's attendance at meetings will be paid in accordance with Travel and Subsistence for Staff and Council policy.</del></p> <p>2. <del>Effective January 1, 2018,</del> In addition to meeting and, travel fees, each Councillor will be paid \$1,003.00 per month to compensate for time spent on such matters as meeting preparation, telephone calls and individual meetings with electors.</p> <p>3. Council remuneration associated with convention attendance will be for time spent while traveling to or from a convention location and while in attendance during the formal convention sessions on the basis of the following rates and time sections:</p> <ul style="list-style-type: none"><li>a. \$161.00 – First Four hours</li><li>b. \$127.00 – Second Four hours</li><li>c. \$127.00 – Third Four hours</li><li>d. \$415.00 – Maximum payable for any single day (Three (3) time sections)</li></ul> <p>For clarity, time incurred for travel to or from the convention location and attendance at the formal convention sessions that include more than one portion of the above time sections in excess of four hours, a Councillor is entitled to combine remuneration for each time section involved.</p> <p>For example, a Councillor drives to a seminar in Edmonton from Rocky Mountain House leaving the night before the seminar begins as the seminar starts at 8:00am the next morning. The seminar ends at 4:00pm the following day. At conclusion of the seminar the Councillor would be entitled to \$161.00 associated with the night before the seminar. The Councillor would also be entitled to another \$161.00 relating to the first four hours of his/her attendance at the seminar; another \$127.00 associated with the second four hours of the seminar; and \$127.00 for the third four hours associated with return travel time to Rocky Mountain House.</p> <p>4. Councillors are authorized to attend special meetings associated with a Council appointed committee without</p>
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# CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

<p><b>COMMUNITY EVENT ATTENDANCE</b></p>	<p>Council approval. However, to the greatest extent possible, Councillors should receive prior approval of Council for attendance at any other special meeting a Councillor may wish to attend [eg. a community group meeting]. However, Council recognizes that situations may preclude a Councillor from advising Council of a meeting prior to his or her attendance. In such cases the Councillor is to seek Council's approval for his/her attendance prior to the Councillor submitting his/her a remuneration sheet.</p> <p>5. The Reeve and two Councillors are approved to attend the annual conference of the Federation of Canadian Municipalities (FCM). The intention is to provide all Councillors with the opportunity to attend one conference during their term of office. All Councillors will be permitted to attend when the conference is held in Alberta.</p> <p><del>6. Councillors will be reimbursed for expenses in accordance with the Travel and Subsistence for Staff and Council Policy.</del></p> <p>6. If a spouse accompanies a Councillor to a convention, the Municipality will cover the spousal registration fee, banquet tickets, and approved travel expenses.</p> <p>1. All Councillors are authorized to participate in the Rocky Rodeo Parade, Caroline Rodeo Parade and Rocky Parade of Lights. In addition to this, the Reeve or designate is authorized to participate in the Ponoka Stampede Parade and Westerner Days Parade.</p> <p>2. With the exception of the aforementioned parades, attendance at any other community event will be considered by Council on a case-by-case basis.</p> <p>3. Council remuneration associated with approved community event attendance will be for time spent while traveling to or from a community event location and while in attendance during the event on the basis of the following rates and time sections:</p> <ul style="list-style-type: none"> <li>a. \$161.00 – First Four hours</li> <li>b. \$127.00 – Second Four hours</li> </ul> <p>To a maximum of eight hours [or \$288.00] per day.</p>
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## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

### REEVE AND DEPUTY REEVE RATES

1. It is recognized that in addition to the above procedures, that the Reeve **and/or** Deputy Reeve will receive additional requests with respect to meetings with federal, provincial, municipal and/or community organizations, representatives or officials. The Reeve or Deputy Reeve **is are** authorized to attend such meetings at ~~his/her~~ **their** discretion without Council ~~authorization~~ **approval** and to receive remuneration in accordance with this policy for attendance. To the greatest extent possible, the Reeve or Deputy Reeve should endeavor to inform Council of these meetings prior to attendance.
2. ~~Effective January 1, 2018,~~ The Reeve will be paid \$2,014.00 per month to allow for extra administrative duties such as cheque signing, bylaw signing, contract signing, etc.
3. ~~Effective January 1, 2018,~~ The Deputy Reeve will be paid \$1,250.00 per month to allow for extra duties.

### COUNCIL BENEFITS PROGRAM

1. A Councillor may enroll in the County's Group Benefits program designed for Council which includes:
  - a. Life Insurance
  - b. Accidental Death & Dismemberment Insurance
  - c. Critical Illness Insurance
  - d. Extended Health & Medical Insurance
  - e. Dental Plan Insurance
  - f. Access to Employee Assistance Program.

Eligibility for participation in plans is determined by the benefit carrier.
2. The cost-sharing of premiums for participation in the Group Benefits program for Councillors:
  - Life Insurance: 50% + 50% cost-shared
  - AD & D: 100% paid by Councillor
  - Critical Illness: 100% paid by Councillor
  - Extended Health: 100% paid by County
  - Dental Plan: 100% paid by County
  - E.A.P.: 100% paid by County



# CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

<p><b>MEMBERS</b><del>CITIZENS-</del> <b>AT-LARGE</b></p>	<ol style="list-style-type: none"> <li>1. <del>Members</del> <b>Citizens</b> -at-Large appointed to the Municipal Library Board[s], the Clearwater Regional Family and Community Support Services Board, and the Recreation Boards will be paid \$560.00 per annum.</li> <li>2. <del>Members</del> <b>Citizens</b> -at-Large appointed to other boards or committees will be paid at the Councillor remuneration rates established in this Policy.</li> <li>3. <del>Members-at-Large will be reimbursed for expenses in accordance with the Travel and Subsistence for Staff and Council Policy.</del></li> </ol>
<p><b>GENERAL</b></p>	<ol style="list-style-type: none"> <li>1. <b>A completed 'Councillor and Board Member Remuneration Statement' form</b> <del>are</del> <b>is</b> to be <b>submitted to the Payroll and Benefits Administrator</b> filled out monthly after the end of each month and at least three working days <b>by the Thursday</b> prior to the next Council meeting. The remuneration forms may be given to the payroll and benefits administrator. <del>Per diem remuneration sheets</del> <b>Forms</b> received after the timeframe suggested <b>deadline</b> will not be processed for payment until the following month. Copies of the Councillors' completed remuneration forms will be included in each Council's Agenda package.</li> <li>2. <b>Councillors and Citizens-at-Large will be reimbursed for expenses in accordance with the Travel and Subsistence for Staff and Council Policy.</b></li> </ol>



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

### Appendix A

#### Council Compensation Committee Terms of Reference

**Purpose:**

The Council Compensation Committee is a temporary committee with a mandate to review the remuneration paid to Council and board/committee Members-at-Large; and, to make recommendations to Council on remuneration.

**Term of Council Compensation Committee:**

1. The Council Compensation Committee will be established on or before **March 1** of the year following a general election.
2. The Council Compensation Committee may make regular reports to Council during in-camera sessions during the course of their review, but in any event must forward their final report and recommendations to Council on or before June 30, of that same year.
3. The Council Compensation Committee will be dissolved at the earlier of one of the following:
  - Once Council has accepted the findings and recommendations of the Council Compensation Committee; or,
  - Once Council has determined remuneration rates effective January 1 of the next year.

**Council Compensation Committee Composition and Requirements:**

4. No more than 5 [five] public members in total which will include any or both of the following:
  - a. A maximum of two (2) past Councillors, determined by Council, will be contacted by the Reeve for participation on Council Compensation Committee;
  - b. A general ad posting on the County's website requiring letter of interest from a minimum of three (3) public individuals interested in serving on the Council Compensation Committee, with experience in governance, finance or business.
5. Council Compensation Committee members must be residents of Clearwater County **for a minimum of six (6) months**.
6. The public members of the Council Compensation Committee will be appointed by Council resolution.
7. If an individual on the Council Compensation Committee resigns or is unable to serve, a replacement person will be appointed by Council.
8. The Council Compensation Committee will nominate and endorse a chairperson at their first meeting. Meetings of the Council Compensation Committee will be called by the Chair.



## CLEARWATER COUNTY COUNCIL, BOARD & COMMITTEE REMUNERATION

9. Members of the Council Compensation Committee will observe and keep confidential matters relating to the business of Clearwater County which may either directly or indirectly come to their knowledge. Each member will not discuss or disclose information to any person who is not entitled to such knowledge or information.
10. Council Compensation Committee must have a quorum consisting of a minimum of 3 [three] members **(including a minimum of one (1) past councillor)** to forward **present** any approved recommendations to Council.

### **Council Compensation Committee Responsibilities:**

11. This committee is deemed to be an advisory group, making recommendations to Council only. Meetings will be called by the chair.
12. To permit free and open discussion Council Compensation Committee meetings are not open to the public.
13. Discussion is to be based on the consensus-based approach. Consensus does not mean a decision that is perfect for all participants, but it does mean a decision that all participants will agree to support. Where consensus cannot be achieved the majority vote will determine the outcome of the item.
14. The Committee will review relevant survey data and practices of other rural municipal Councils that are comparable to Clearwater County. Information and/or data may include, but is not limited to:
  - Information posted on other county websites;
  - Information derived from speaking with individual Council members of Clearwater County;
  - Information attained through Alberta Urban Municipalities Association (AUMA), Alberta Association of Municipal Districts and Counties (AAMDC) resources;
  - Formal data conducted by the independent survey consultant used by the County for its tri-annual compensation and benefits review.
15. Members who serve on the Council Compensation Committee be compensated for their time as identified within this policy.



## AGENDA ITEM

<b>PROJECT: Rocky Mountain House RCMP Detachment Update</b>		
<b>PRESENTATION DATE: January 23, 2018</b>		
<b>DEPARTMENT:</b> Municipal	<b>WRITTEN BY:</b> Tracy Haight	<b>REVIEWED BY:</b> Rick Emmons, Interim CAO
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>STRATEGIC PLAN THEME:</b> N/A	<b>PRIORITY AREA:</b>	<b>STRATEGIES:</b>
<b>RECOMMENDATION: That Council receives the Rocky Mountain House RCMP Detachment Update for information.</b>		

### BACKGROUND:

Sergeant (Sgt.) Jay Penner - the Operations Non-Commissioned Officer for the Rocky Mountain House Detachment - is now the Acting Detachment Commander.

Sgt. Penner will attend Council to introduce himself, provide an update on operational priorities and discuss trending issues and concerns.





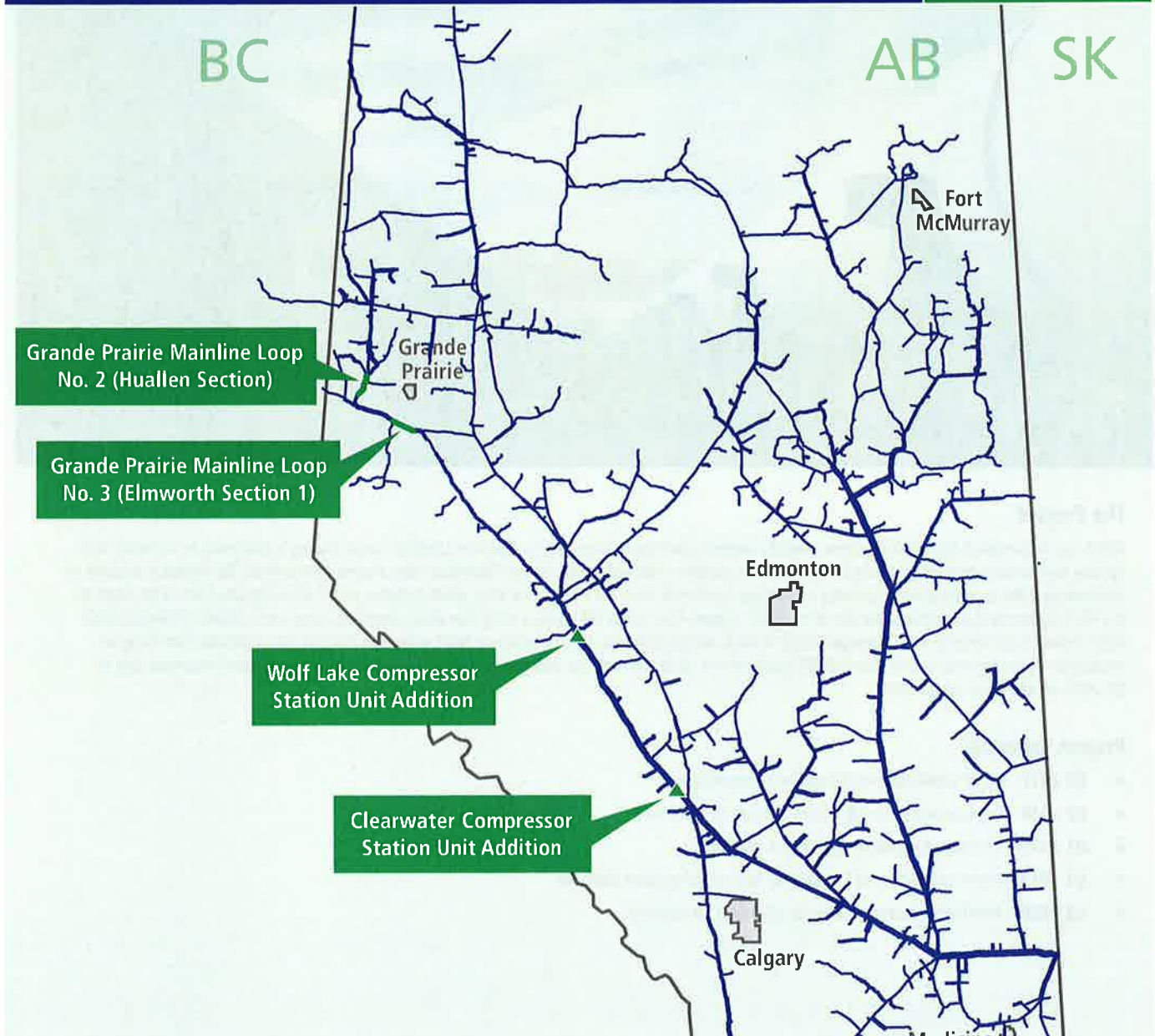
## AGENDA ITEM

<b>PROJECT:</b> TransCanada NOVA Gas Transmission Ltd. Project Notification – Clearwater West Project		
<b>PRESENTATION DATE:</b> January 23, 2018		
<b>DEPARTMENT:</b> Presentation	<b>WRITTEN BY:</b> Tracy Haight	<b>REVIEWED BY:</b> Rick Emmons, Interim CAO
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>STRATEGIC PLAN THEME:</b> Managing Our Growth	<b>PRIORITY AREA:</b> 1.3 Generate an innovative local economy that stimulates opportunities for investment, business and training.	<b>STRATEGIES:</b> 1.3.5 Monitor current and projected growth of businesses and population, and, to respond to the various trends, impacts and demands affecting land development or the economy within Clearwater County.
<b>ATTACHMENT(S):</b> 1. Brochure – ‘Proposed Project: Clearwater West Project’ 2. Initial Project Notification 3. Brochure – National Energy Board		
<b>RECOMMENDATION:</b> That Council receives the presentation on TransCanada NOVA Gas Transmission Ltd. Project Notification – Clearwater West Project for information.		

### BACKGROUND:

Cole Thomson, TransCanada, Western Canada Community Relations Area Lead, will provide an overview of NOVA Gas Transmission Ltd.’s proposed Clearwater West Project. This project includes the proposed addition of a 30 MW compression unit at the existing Clearwater Compressor Station approximately 16 km southwest of Caroline in Clearwater County. Mr. Thomson will also provide an overview of other work proposed in the new year and discuss timelines as well as opportunities generated through these activities.

Proposed Project:  
**Clearwater West Project**



## Clearwater West Project



### The Project

NOVA Gas Transmission Ltd. (NGTL) System, a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), is proposing to construct and operate new facility additions to its natural gas pipeline system in northern Alberta as the Clearwater West Project (the Project). The Project is required to accommodate the transportation of growing natural gas production from the Peace River area, which includes a shift of production from other areas on the NGTL System to the northwest portion of the NGTL System. The Project will support many Canadian natural gas producers, allowing TransCanada's NGTL System to continue to meet aggregate system needs and provide safe, reliable access to North American markets. We anticipate submitting an application to the National Energy Board (NEB) under Section 58 of the *National Energy Board Act* in Q2 2018 with an anticipated in-service date in Q2 2020 for all Project components.

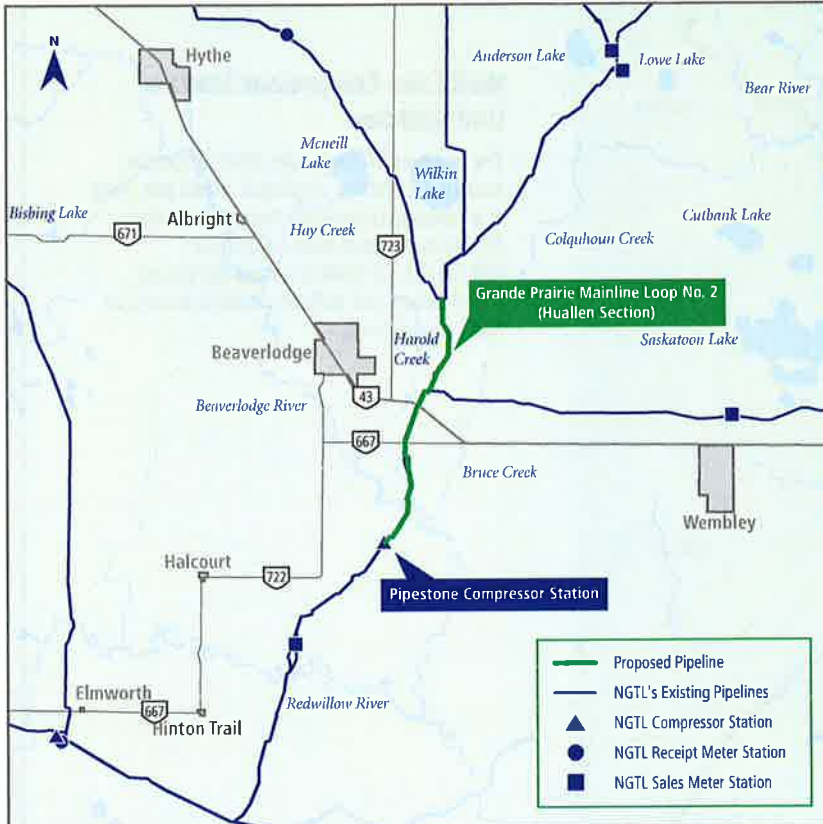
### Project Schedule

- **Q3 2017** – Initial stakeholder notification and consultation
- **Q2 2018** – Anticipated Section 58 Project application to the NEB
- **Q1 2019** – Anticipated regulatory approval to construct
- **Q1 2019** – Begin construction of Compressor Station and pipeline additions
- **Q2 2020** – Anticipated in-service dates for all Project components

Clearwater West Project

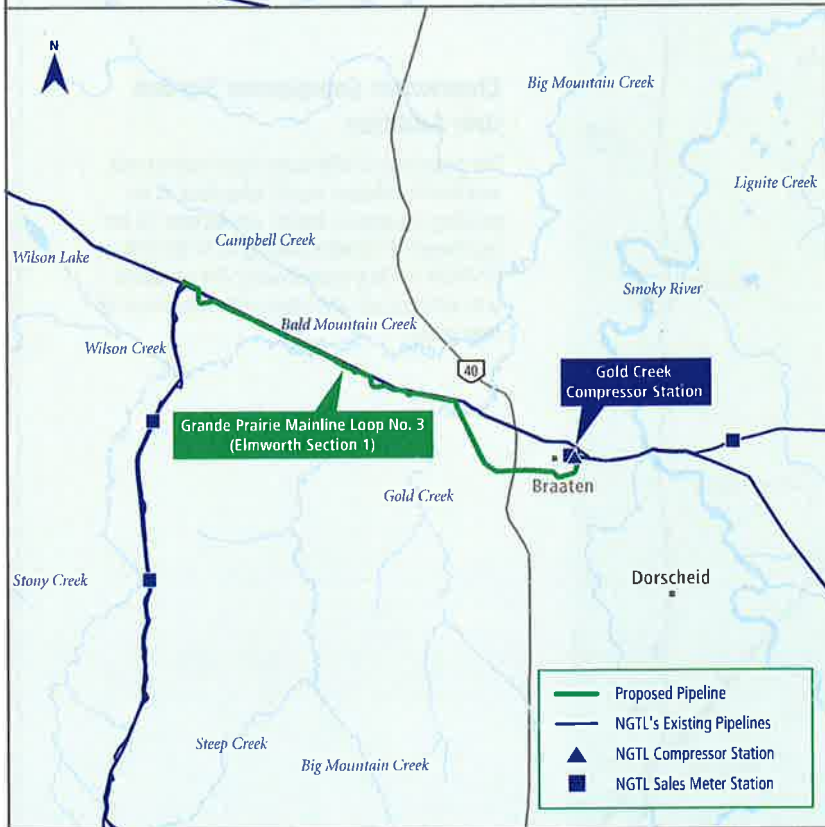
**Grande Prairie Mainline Loop No. 2 (Huallen Section)**

The proposed pipeline section would be located parallel to an existing pipeline corridor where feasible in the County of Grande Prairie in Alberta. The installation of approximately 13 kilometres (km) of 48-inch diameter pipeline would start approximately eight km southeast of Beaverlodge, Alberta at SE-12-71-10 W6 and ending at SW-17-72-9-W6.

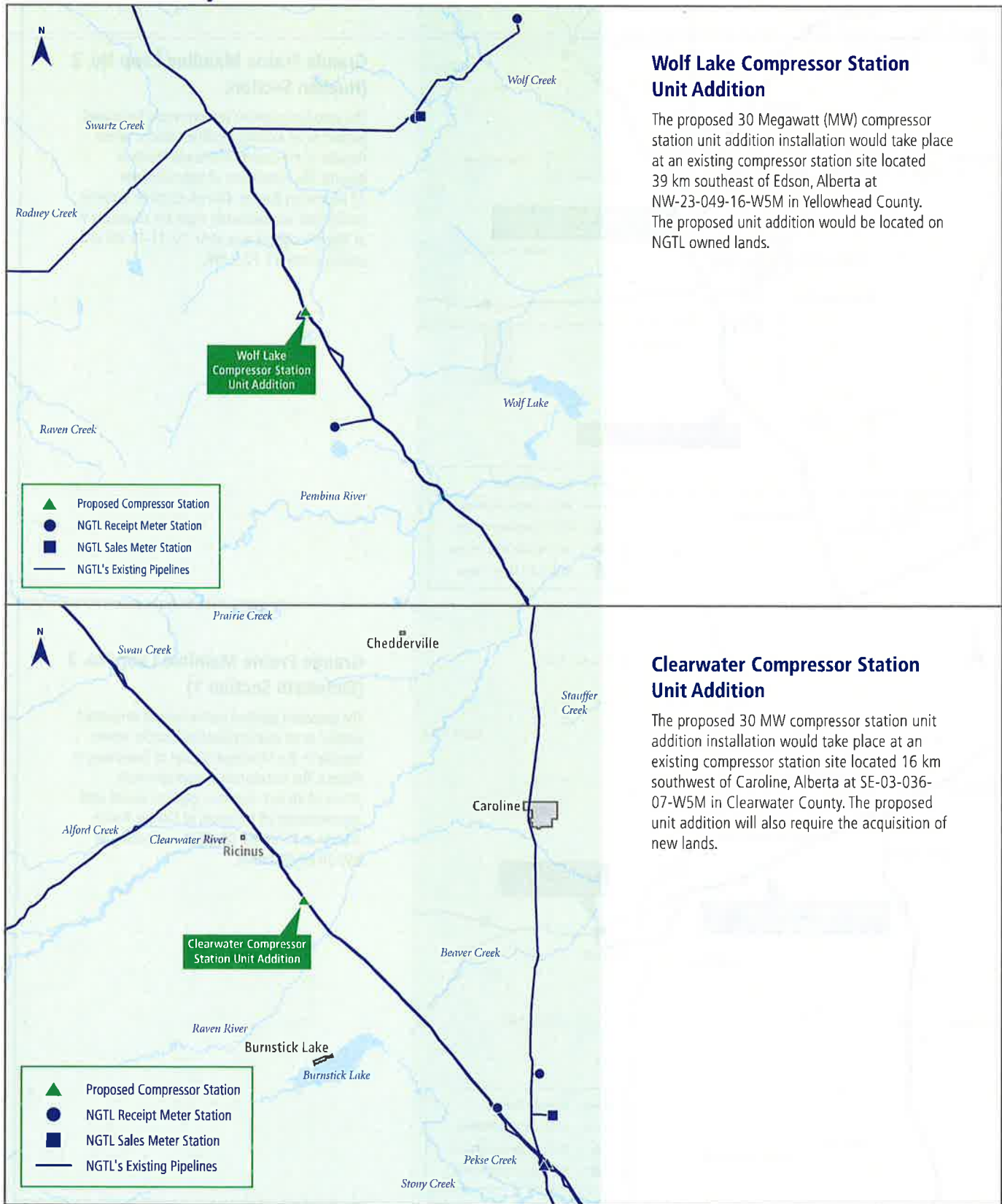


**Grande Prairie Mainline Loop No. 3 (Elmworth Section 1)**

The proposed pipeline section would be located parallel to an existing pipeline corridor where feasible in the Municipal District of Greenview in Alberta. The installation of approximately 24 km of 48-inch diameter pipeline would start approximately 28 km south of Grande Prairie, Alberta at NE-26-67-05 W6M and ending at NW-24-68-07 W6M.



## Clearwater West Project



## Clearwater West Project



**At TransCanada, our approach is to safely deliver the energy the world needs in an economically, environmentally and socially responsible manner. Here's how we deliver on this commitment:**

### Commitment to Engagement and Addressing Issues

Making sure our stakeholders are engaged and respected is critical to TransCanada's success. We are committed to sharing information and seeking input to help improve our plans – for us, for our stakeholders and for communities as a whole. Our Project team will work with local communities by providing opportunities to submit feedback for consideration in our planning.

TransCanada's approach to engagement with stakeholders, landowners and Indigenous groups is aimed at understanding concerns and addressing issues related to our projects and operations. We consult early and often, invite feedback, and continue to provide updates and address concerns throughout the regulatory process and operations.

TransCanada's preferred method for addressing the concerns of stakeholders, landowners and Indigenous groups, is through direct and respectful discussion. Issues received or identified through ongoing engagement are systematically tracked and followed up on to promote resolution. In the event that resolution through this approach is not achievable, the parties may consider use of the NEB's collaborative Appropriate (or alternative) Dispute Resolution (ADR) Process. More information about NEB processes can be found at [www.neb-one.gc.ca](http://www.neb-one.gc.ca).

To ensure ongoing engagement with stakeholders throughout the life cycle of our facilities, regionally located community, Indigenous Relations, and Land personnel are assigned to each operating region and are the first point of contact for public awareness and any future enquiries after the project begins operations.

### Engaging Indigenous Communities

Building and maintaining relationships with Indigenous communities near our proposed projects and existing facilities is an integral part of TransCanada's business. TransCanada works with communities to identify potential effects of company activities on each community to find mutually satisfactory solutions and benefits.

### Community Benefits

The proposed Project will offer economic benefits and strengthen the economy on a local, provincial and national level.

- **Employment Opportunities** – Construction will require the services of equipment operators, welders, mechanics, truck drivers, labourers and more. TransCanada has a Vendor Registration site where interested local service providers can express interest in working with us. Please visit [www.transcanada.com](http://www.transcanada.com) for more information about how to register with us.
- **Business Opportunities** – Pipeline construction will create demand for local goods and services including food and accommodation, hardware, industrial parts, automotive parts and servicing, fuel and more.
- **Annual Revenue to Support Local Services** – Pipeline construction will result in tax payments to municipal, provincial and federal governments. When the pipeline is operational, annual tax payments will help support schools and hospitals, emergency services, recreation facilities, recycling programs and other local programs vital to sustaining communities.
- **Investments in Local Communities** – Giving back to the communities where we operate is part of our culture. Whether it's partnering with community groups, supporting local initiatives or encouraging our employees to be involved in their neighbourhoods, the goal of our Community Investment Program is to build strong and vibrant communities across North America. TransCanada also has a long history of providing support for education and training in the communities where we do business. More information about our Community Investment Program is available online at [www.transcanda.com](http://www.transcanda.com).

## Clearwater West Project



### Minimizing our environmental footprint

TransCanada has a long-standing commitment to protect the environment where we live and work. As part of our commitment, and in support of regulatory processes, TransCanada assesses the potential effects that may be associated with construction and operation of a proposed project. Some examples of potential effects associated with a project like a compressor station or pipeline project are potential effects to soil, water, vegetation, fish and wildlife, archaeological resources, air quality and noise, infrastructure and services, and communities and their economies.

The Environmental and Socio-Economic Assessment (ESA) that will be prepared for the proposed Project considers these potential project effects, proposes mitigation and evaluates the significance of residual effects once these measures are implemented. An Environmental Protection Plan (EPP) is also developed to identify the necessary measures to be used during construction, to manage environmental effects, and to ensure equivalent land capability following reclamation.

### What to Expect During Construction and Beyond

During construction, there will be an increase in traffic flow in and around the project area. TransCanada will make efforts to minimize the traffic by selecting construction site locations close to the project. There will be heavy equipment onsite for earth moving, excavation material handling/hauling, welding and testing. After the facilities have been built, there will be minimal traffic associated with ongoing operations and maintenance. Construction activities typically generate a certain amount of noise. TransCanada will meet applicable limits on noise throughout construction and the ongoing operations of the Project. Measures will be taken to prevent topsoil/surface material loss from wind and water erosion, topsoil and subsoil mixing, and to establish a vegetative cover that is compatible with surrounding vegetation and land use.

Once construction has been completed, the land surface will be reclaimed. On freehold lands, landowners will have the right to fully use and enjoy the right-of-way subject to the terms of the right-of-way agreement and the *National Energy Board Act* and *National Energy Board Damage Prevention Regulations*. Crossing a pipeline with an agricultural vehicle is authorized if it meets the conditions of the *National Energy Board Damage Prevention Regulations*. Activities that do not require authorizations are: cultivation to a depth of less than 45 cm below the surface of the ground; or any other activity to a depth of less than 30 cm and that does not result in a reduction of the earth cover over the pipeline to a depth that is less than the cover provided when the pipeline was constructed.

To provide for public safety and to protect property and the environment, making a click- or call- before you dig and obtaining authorization from TransCanada is required prior to disturbing the ground within 30 meters of our pipelines.

### Pipeline Safety

For more than 65 years, TransCanada has been a leader in the safe and reliable operation of North American energy infrastructure. From design to construction, to operations and maintenance, safety is integral to everything we do. We use top quality steel and industry-leading welding techniques throughout our pipeline system to meet and exceed industry standards.

We take additional safety precautions when the pipeline crosses roads, railways, waterways and communities. During construction, welds are checked by x-ray and/or ultrasonic inspection methods and then we pressure-test the pipe, which is coated to protect against corrosion. We also use sophisticated inspection devices to record information about the internal conditions of the pipeline. TransCanada monitors its pipeline 24 hours a day, 365 days a year. If a drop in pressure is detected, we quickly identify the problem area and isolate that section of the pipe, closing the valves that control the flow of gas. Trained crews are dispatched by land or helicopter, depending on the location. If there is an incident, we work closely with authorities, emergency responders and the media to ensure residents in the area are aware of the situation and are safe.

### Emergency Preparedness and Response

Our goal is to ensure that our pipeline and energy facilities operate safely every day and that the public, our employees and the environment are not negatively affected by an incident involving our facilities. We have an industry-leading safety record, and our goal is to have zero safety incidents at our facilities. Being prepared for the rare cases when something does go wrong is part of our commitment to ensuring the safety of the communities where we operate.

The proposed Project components will be designed, built and operated in a safe and environmentally responsible manner. In the unlikely event of an emergency, our comprehensive Emergency Response Program would be activated. We train our staff to know exactly what to do in the event of an emergency, both during construction and ongoing operations and work with area emergency responders to ensure a coordinated response in the event of an incident.

**In the event of an emergency, please contact TransCanada's 24- hour emergency line at 1.888.982.7222.**

## Clearwater West Project



### About TransCanada

We are a Canadian company, with over 65 years of experience building and operating pipelines throughout North America. We are an industry leader in safety and reliability. We believe in making a positive difference in the lives of others by investing in our communities. TransCanada takes our commitment to being a good neighbour seriously and takes pride in being a strategic community partner and an employer of choice.

TransCanada plays a vital role in connecting energy supplies to key North American markets with assets in our natural gas pipelines, energy, and oil pipelines portfolios.

We operate one of the largest natural gas transmission networks in North America – 90,300 km – tapping into virtually every major gas supply basin and transporting over 25 per cent of the continent's daily natural gas supply. We are North America's third largest provider of natural gas storage and related services with more than 664 billion cubic feet of storage capacity.

Our 4,300 km Keystone Pipeline System transports approximately 20 per cent of western Canadian crude oil exports to key refineries in the U.S. Midwest and Gulf Coast, where it is converted into fuel and other useful petroleum products.

We currently own or have interests in power generation facilities with the capacity to produce 6,200 megawatts (MW) of electricity, enough to power more than six million homes. Our portfolio includes hydro, solar, wind, simple cycle, combined cycle and natural gas-fired cogeneration plants that provide energy to communities across North America.

Our success is a reflection of our exceptional team of almost 7,100 employees who bring skill, experience, energy and dedication to the TransCanada family. Not only do they contribute the success of our company, their work has a positive social and economic impact on the places they call home across seven Canadian provinces, 33 U.S. states and five states in Mexico.

You can find out more about our business, our history, and our focus on the future by visiting [www.transcanada.com](http://www.transcanada.com).

### Contact Us

We invite you to contact TransCanada with any questions or comments you have about the proposed project:

Phone: 1.855.895.8754

Email: [community\\_relations@transcanada.com](mailto:community_relations@transcanada.com)  
[www.transcanada.com](http://www.transcanada.com)

or write the project team at:

#### TransCanada

Cole Thomson  
 Community Relations Area Lead – Prairies  
 450 – 1st Street SW  
 Calgary, Alberta T2P 5H1

If you would like further information regarding the National Energy Board's approval process, we would be pleased to provide you with information or you can contact the regulator directly:

National Energy Board  
 517 Tenth Avenue SW  
 Calgary, AB T2R 0A8  
 Phone: 1.800.899.1265  
 Email: [info@neb-one.gc.ca](mailto:info@neb-one.gc.ca)  
[www.neb-one.gc.ca](http://www.neb-one.gc.ca)

TransCanada periodically provides project information beginning at the early stages of project development, continuing throughout the life of the project. The information provided is intended to give people the opportunity for meaningful input. Please be aware that as projects progress, new information becomes available and details may change from the time of this printing. Please contact TransCanada (using the contact information listed above) with any questions.





December 6, 2017

TransCanada PipeLines Limited  
450 - 1st Street S.W.  
Calgary, Alberta, Canada T2P 5H1

[SENT BY EMAIL]

**tel** 1.855.895.8754  
**email** [community\\_relations@transcanada.com](mailto:community_relations@transcanada.com)  
**web** [www.transcanada.com](http://www.transcanada.com)

### **Proposed Project: Clearwater West**

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), would like to take this opportunity to provide you with information about the Clearwater West Project (“the Project”). NGTL is proposing to construct, own and operate new facility additions to the NGTL System including:

#### **Grande Prairie Mainline Loop No. 3 (Elmworth Section 1)**

The proposed pipeline section would be located parallel to an existing pipeline corridor where feasible in the Municipal District of Greenview in Alberta. The installation of approximately 24 kilometres (km) of 48-inch diameter pipeline would start approximately 28 km south of Grande Prairie, Alberta at NE-26-067-05 W6M and end at NW-24-068-07 W6M.

#### **Wolf Lake Compressor Station Unit Addition**

The proposed 30 megawatt (MW) compressor station unit addition installation would take place at an existing compressor station site located 39 km southeast of Edson, Alberta at NW-23-049-16 W5M in Yellowhead County. The proposed unit addition would be located on NGTL-owned lands.

#### **Clearwater Compressor Station Unit Addition**

The proposed 30 MW compressor station unit addition installation would take place at an existing compressor station site located 16 km southwest of Caroline, Alberta at SE-03-036-07 W5M in Clearwater County. The proposed unit addition would be installed at the existing compressor station site, and will also require the acquisition of new lands.

Please review the Project Brochure attached to this correspondence for additional details specific to the Project including an overview map and detailed location information for all project components.

NGTL plans to submit a section 58 Application to the National Energy Board (NEB) in the second quarter of 2018 for approval to build and operate the proposed Project. Subject to regulatory approval, construction is planned to begin in the first quarter of 2019. The anticipated in-service dates for Project components are expected in the first and second quarter of 2020. Information about the NEB process for section 58 applications is included in this package. If you would like further information regarding the NEB's processes, you can also visit the NEB's website at [www.neb-one.gc.ca](http://www.neb-one.gc.ca).

We strive to engage stakeholders early and often. We believe engagement is a two-way process and invite Indigenous communities, landowners, and other interested stakeholders to share their questions and concerns with us so that we can provide information, follow up, and incorporate input into our plans. Please do not hesitate to contact TransCanada's Community Relations department at (855) 895-8754 or [community\\_relations@transcanada.com](mailto:community_relations@transcanada.com) in regards to the Project.

Sincerely,



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

Cole Thomson  
Community Relations Area Lead – Canada Prairies  
TransCanada PipeLines Ltd.

Enclosed in Transmittal:

- *Clearwater West Project Brochure*
- *NEB Pamphlet – Information for Proposed Pipeline or Power Line Projects that Do Not Involve a Hearing*



## Use this Pamphlet for:

This pamphlet outlines general information and the review process for facilities applications that do not involve a hearing, such as pipelines that are less than 40 kilometers long, deactivations, reactivations, construction of meter stations, and other small-scale projects.

## For Further Information

The Board's website has a series of videos which provide some useful information about the Board and its processes. The NEB publication *National Energy Board - Landowner Guide* may help you to understand the regulatory processes administered by the Board, and the rights of landowners. For information on the hearing process, see the publication titled *National Energy Board - Hearing Process Handbook*.

For copies of any NEB publication or for more information, contact us:

- Online: [www.neb-one.gc.ca](http://www.neb-one.gc.ca)
- Email: [info@neb-one.gc.ca](mailto:info@neb-one.gc.ca)
- Toll free: 1-800-899-1265
- Write us or visit our library at:

National Energy Board  
Suite 210, 517 Tenth Avenue SW  
Calgary, Alberta T2R 0A8

**National Energy Board**  
**Information for Proposed Pipeline or**  
**Powerline Projects that Do Not Involve a Hearing**  
Cat. No. NE23-121/1-2017E-PDF  
ISBN: 978-0-660-07529-7  
February 2017

G2

National Energy  
Board



Office national  
de l'énergie

## Information for Proposed Pipeline or Power Line Projects that Do Not Involve a Hearing



Canada

## How to File your Letter of Comment

For projects that do not involve a hearing, you may send a letter of comment directly to the Board and it should include:

- your name, mailing address, and phone number;
- the name of your organization, if you represent one;
- the proposed project name;
- comments on why you are interested in the project and how you will be impacted positively or negatively by the project, or what relevant or expert information you can provide; and
- any information that explains or supports your comments.

You may file your letter of comment to the Board in one of three ways:

1. Submit it electronically through the Board's website at [www.neb-one.gc.ca](http://www.neb-one.gc.ca) under:  
*Applications & Filings > Submit Applications and Regulatory Documents > Non-hearing Documents (letters of comment, import/export)*
2. Send a Fax to:  
**Secretary of the National Energy Board**  
**Fax: 403-292-5503 or**  
**(toll free fax): 1-877-288-8803**
3. Mail a copy of your letter of comment to:  
**Secretary of the Board**  
**National Energy Board**  
**Suite 210, 517 Tenth Avenue SW**  
**Calgary, Alberta T2R 0A8**

You must also send a copy of your letter to the company.

## The Role of the National Energy Board

The National Energy Board (NEB or Board) is an independent federal regulator established to promote safety and security, environmental protection, and economic efficiency in the Canadian public interest. We regulate pipelines, international power lines, energy development and trade. The Board reports to Parliament through the Minister of Natural Resources.

Before a company can develop a pipeline or power line that crosses provincial or international borders, it must apply to the Board and receive its approval. The Board examines whether the project is in the public interest, and then decides whether it should be approved.

## The Company's Consultation Activities

The NEB expects consultation activities will be considered for all proposed projects. Company consultation activities must be accessible, inclusive and responsive, and provide clear, relevant and timely



information. The Board expects that companies consider how they will ensure respect for both of Canada's official languages and how project information will be provided and communicated to potentially affected persons or groups in the official language of their choice to ensure their effective and meaningful participation in the Board process. Companies are required to begin consultation activities early in the planning of a proposed project and should include all individuals, organizations and Aboriginal groups that may be affected by the project. If the project is approved, company consultation must continue throughout construction, operation and abandonment phases. The Board expects the company to respond to any issues or complaints it might receive through the life of a project. At any time, the public and Aboriginal groups may contact the NEB to raise concerns.

## Participation in the NEB's Process

The NEB requires companies to inform those potentially affected by a project of when they plan to submit their project application to the Board. Anyone who has concerns about a proposed project should contact the company first to have those concerns considered. If you still have project-related views or concerns after the project application has been submitted, you are encouraged to send a letter of comment to the NEB as soon as possible and preferably within 14 days after the application has been filed. The Board will consider your letter of comment during its assessment of the project. It is your responsibility to bring your concerns or views about the project forward to the Board for consideration. Please note the Board will continue to assess the application, including the company's consultation activities as referred to above, even if you have not submitted any comments to the Board.



## AGENDA ITEM

<b>PROJECT:</b> Alberta Environment and Parks North Central Native Trout Recovery Program		
<b>PRESENTATION DATE:</b> January 23, 2018		
<b>DEPARTMENT:</b> Public Works	<b>WRITTEN BY:</b> Kate Reglin	<b>REVIEWED BY:</b> Kurt Magnus/Rick Emmons, Interim CAO
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
<b>LEGISLATIVE DIRECTION:</b> <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
<b>STRATEGIC PLAN THEME:</b> Manage Our Growth	<b>PRIORITY AREA:</b> Value and protect the natural environment for future generations	<b>STRATEGIES:</b> Pursue innovative and environmentally sensitive design and construction of County assets
<b>ATTACHMENT(S):</b> North Central Native Trout Recovery Program Power Point Presentation		
<b>RECOMMENDATION:</b> That Council receives Alberta Environment and Parks delegation's presentation for information.		

### BACKGROUND:

On October 18<sup>th</sup>, 2017, the Administration of Clearwater County met with Alberta Environment and Parks (AEP). During the meeting, AEP informed Administration of the 'North Central Native Trout (NCNT) Recovery Program'.

The North Central Native Trout Recovery (NCNT) program focuses on the delivery of recovery actions for native salmonids in approximately eight pilot watersheds within the central and northern east slopes. Recovery actions, such as temporary fishing closures and/or habitat related actions will be strategically applied in a manner that is anticipated to contribute to fish population recovery while learning how best to recover fish species at risk. The Upper Red Deer River, Clearwater River, and North Saskatchewan River watersheds have been proposed as pilot areas in the Red Deer – North Saskatchewan region.

Hence, it is the hope of AEP that Clearwater Country will partner with the Government of Alberta (GOA) to recover native trout by physically addressing key fragmentation and erosional issues at roadway stream crossings by 2019 or earlier, and by supporting or leading environmental stewardship projects benefiting fish and fish habitat. In return, the

County will benefit in the medium and long term by enhancing angling opportunities as their actions, when taken together with actions being implemented by the GOA and other partners, are expected to increase fish populations and attract more anglers to the region once these populations are recovered.

Jessica Reilly, with Alberta Environment and Parks, will, in greater detail, describe the NCNT program, and, in turn, how it may further impact Clearwater County.

# North Central Native Trout Recovery Program

A coordinated recovery action plan for native fish across Alberta's northern East Slopes



Jessica Reilly  
Fisheries Management  
RDNS Region  
Alberta Environment & Parks

## High exploitation and targeted eradication



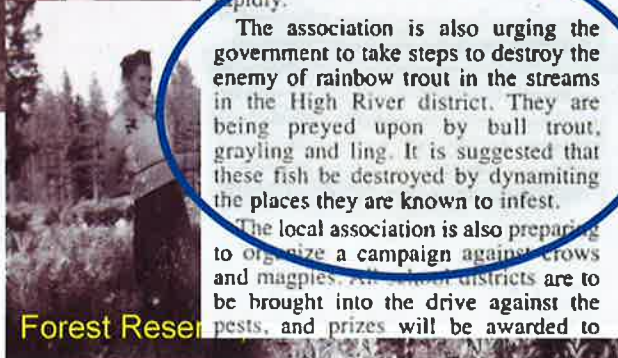
February 4, 1926  
The Best of Times: From Boom to Bust • 7

### Fish & Game Association Declares War on Bull Trout

High River Fish & Game Protective Association met last weekend for the purpose of considering the proposed closed season prairie chicken and Hungarian partridge, and other game measures. The association is of the opinion that a closed season will prove very detrimental to the game birds. It was pointed out that a closed season on chickens and partridges would be detrimental to bird life, due to the danger of in-breeding. It is claimed that where covers are disturbed, the birds become more thrifty and multiply more rapidly.

The association is also urging the government to take steps to destroy the enemy of rainbow trout in the streams in the High River district. They are being preyed upon by bull trout, grayling and ling. It is suggested that these fish be destroyed by dynamiting the places they are known to infest.

The local association is also preparing to organize a campaign against crows and magpies. All town districts are to be brought into the drive against the pests, and prizes will be awarded to



Forest Reser

### Habitat Impacts and Loss



**Where They'll Turn The Water Back**  
A little more than 12 months from now, contractors will finish up a coffer dam project on the North Saskatchewan River at the point and divert the river around the area where the dam is to be built, 60 miles west of Rocky Mountain House. The 200-foot-long dam will sit on the shoulder of the new highway in the foreground. Excavating machinery can be seen at the lower left preparing a diversion channel. More pictures and a work progress report on Page 2.  
EDMONTON (CP) — 1985. Michael James / WireImage

### Habitat Impacts and Loss



8-31-2009 14:34





**Bull Trout**  
 Provincial – Threatened  
 Federal\* – Threatened, Special Concern



**Westslope Cutthroat Trout**  
 Provincial – Threatened  
 Federal – Threatened



**Athabasca Rainbow Trout**  
 Provincial – Threatened  
 Federal\* – Endangered

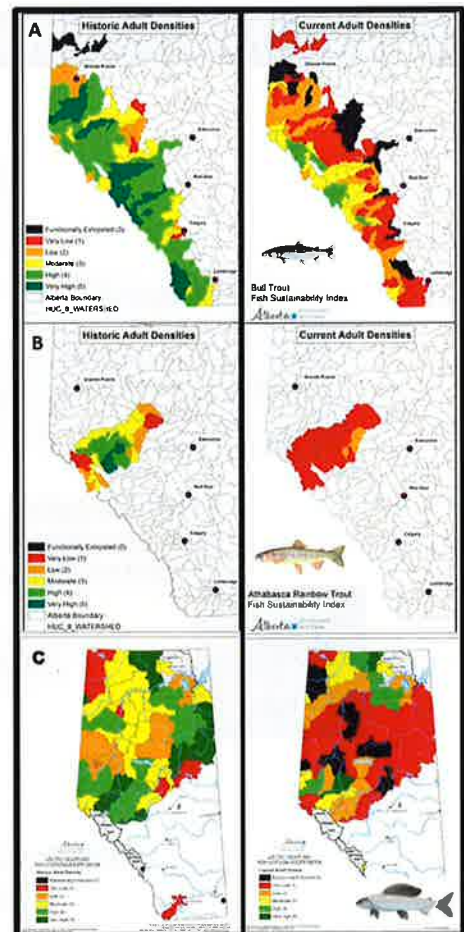
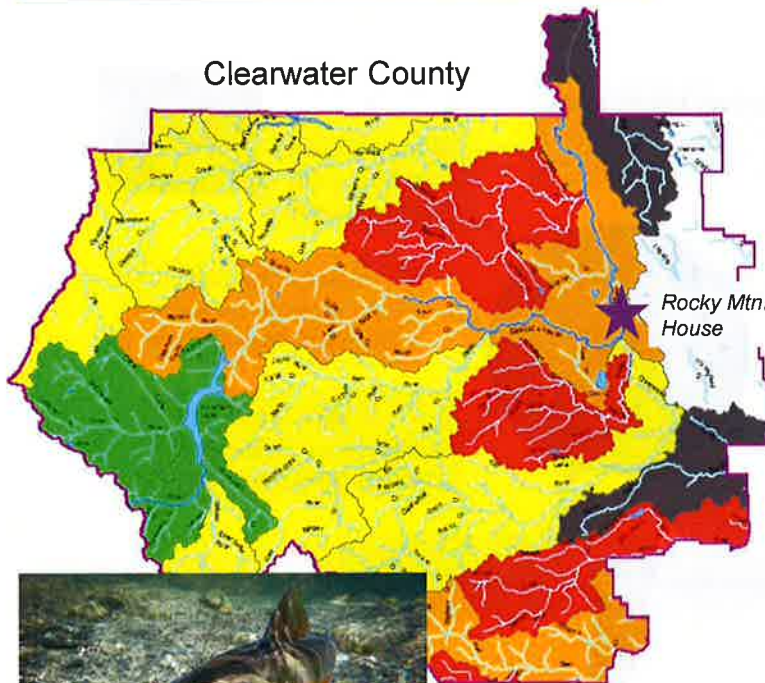


**Arctic Grayling**  
 Provincial – Sensitive

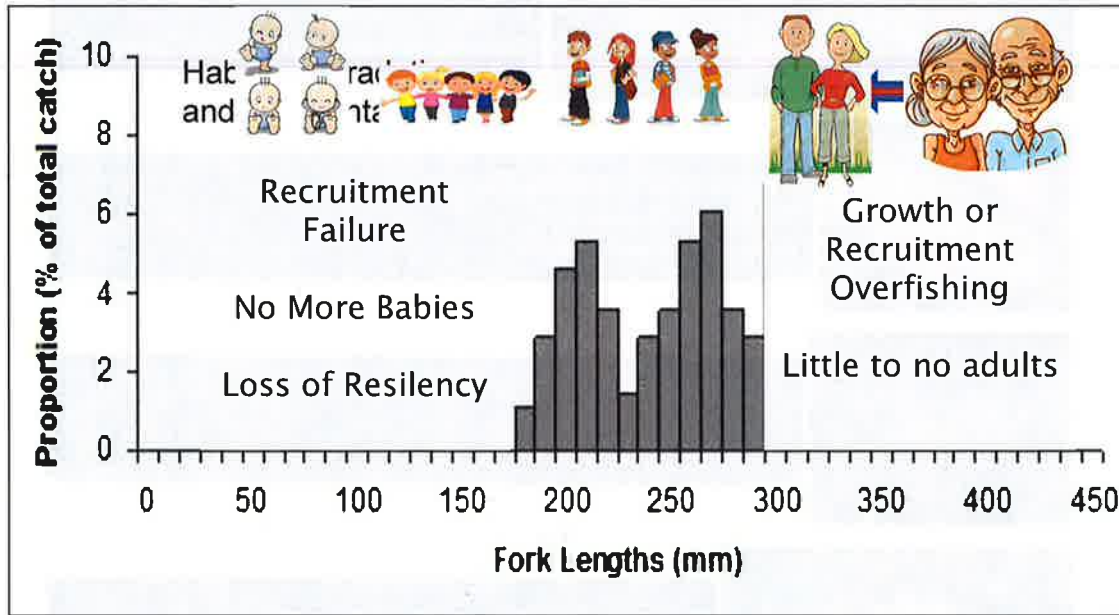
*\*Pending Cabinet Review & Approval*

**Fish Population Health**

**Clearwater County**

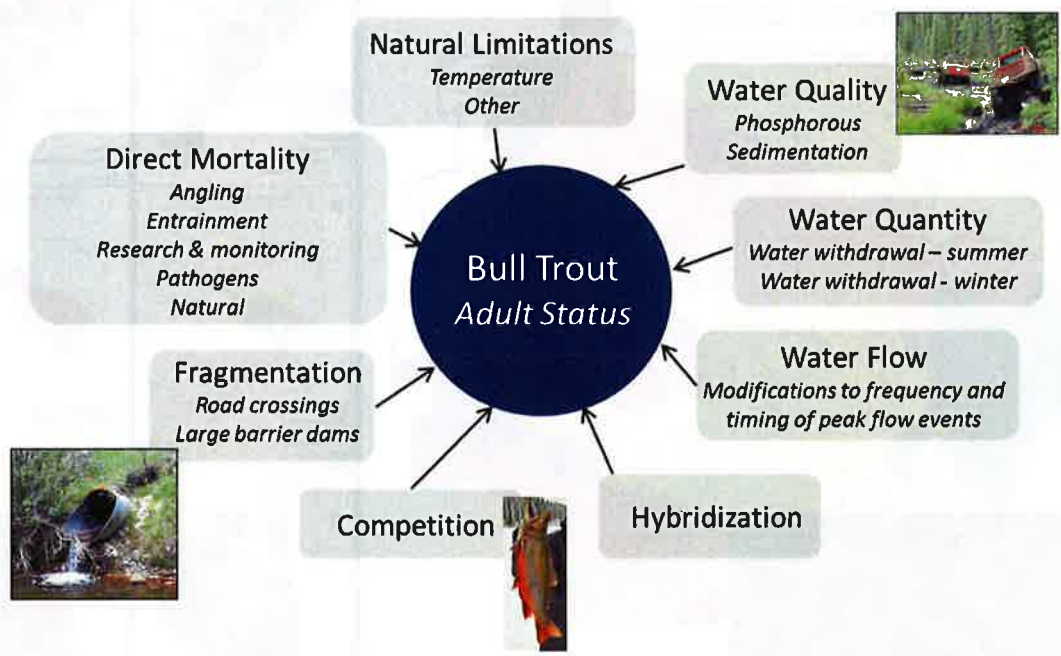


Fish Populations Under Pressure



What are the specific threats?

Bull Trout Threats Assessment



Alberta Cumulative Effects Model – Which threats are most important?



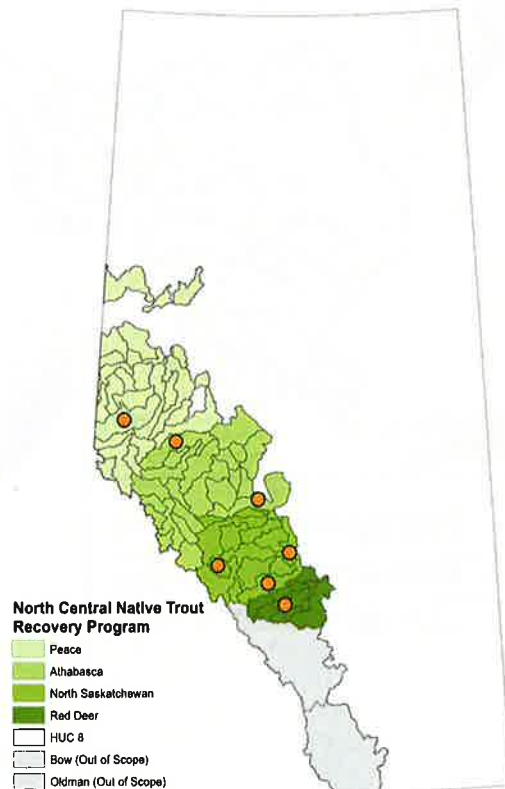
Focus Efforts for the Biggest Impact

Conduct several, quick (5 year) watershed-scale projects to address overfishing & poaching, restore habitat and suppress non-native fish.

- ES4: Kakwa
- ES3: Berland, Pembina
- ES2: Clearwater, Upper Red Deer, Pinto Lower Ram/North Saskatchewan Rv

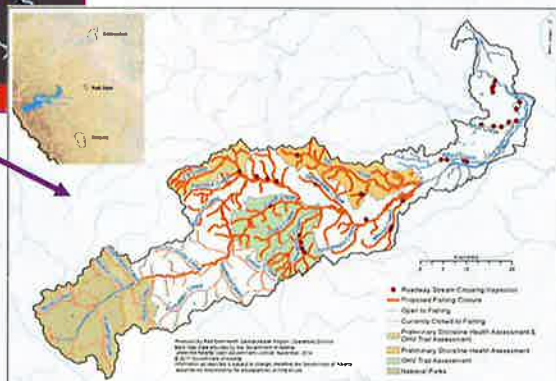
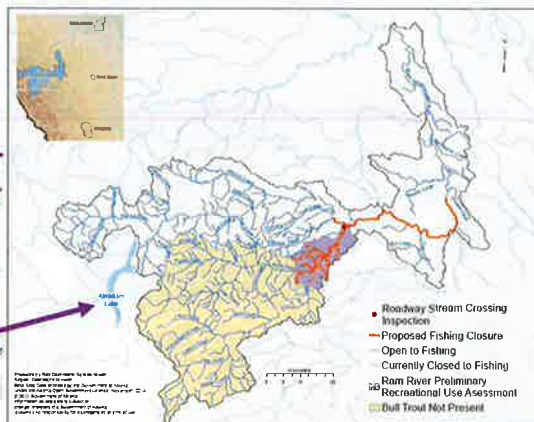
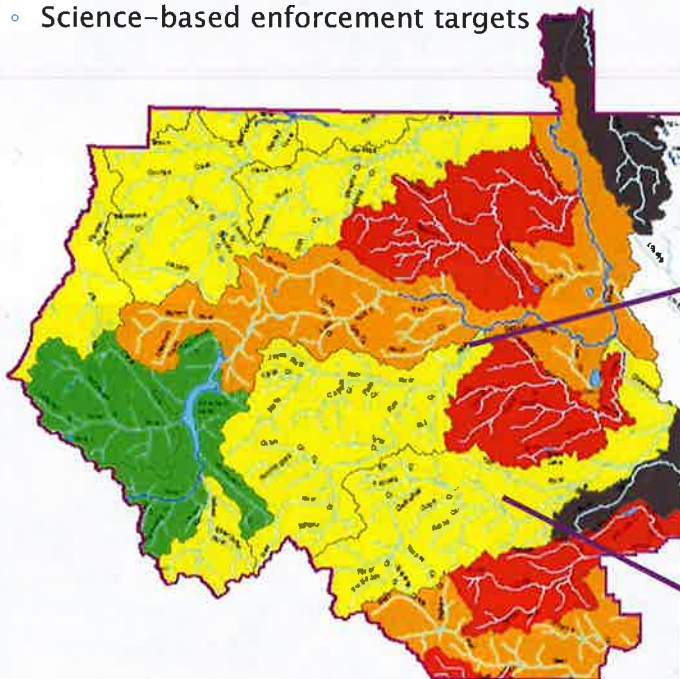
What does recovery look like?

- More fish (FSI score >1)
- Bigger fish
- Fish at more locations



## Take Action – Overfishing & Poaching

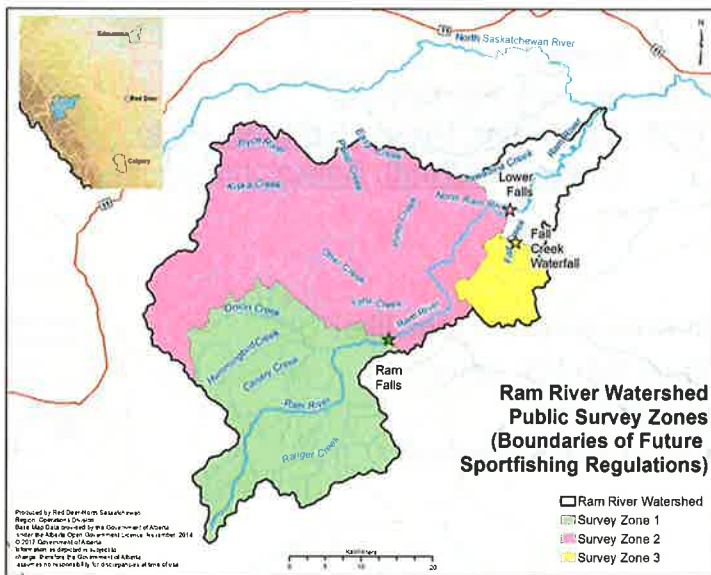
- Berland, Kakwa, NSR/Lower Ram, Clearwater
- Science-based enforcement targets



## Upper Ram River Sportfishing Consultation



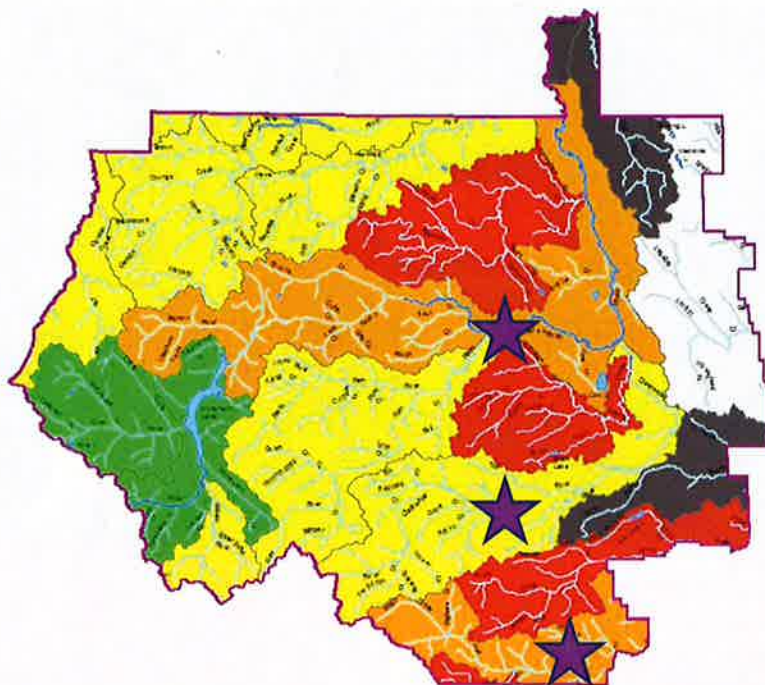
- |   |   |
|---|---|
| <p><b>Regulation A</b></p> <ul style="list-style-type: none"> <li>• June 16 to Aug 31 - Trout Limit 2, Cultural Trout over 30cm; Bat Ban</li> <li>• Sept 1 to Oct 31 - Trout Limit 0; Bat Ban</li> <li>• Nov 1 to June 15 - CLOSED</li> </ul> | <p><b>Regulation D</b></p> <ul style="list-style-type: none"> <li>• June 16 to Oct 31 - Trout and Mountain Whitefish Limit 0; Bat Ban</li> <li>• Nov 1 to June 15 - CLOSED</li> </ul> |
| <p><b>Regulation B</b></p> <ul style="list-style-type: none"> <li>• June 16 to Aug 31 - Trout Limit 2, Cultural Trout over 35cm; Bat Ban</li> <li>• Sept 1 to Oct 31 - Trout Limit 0; Bat Ban</li> <li>• Nov 1 to June 15 - CLOSED</li> </ul> | <p><b>Regulation E</b></p> <ul style="list-style-type: none"> <li>• CLOSED to</li> </ul>  |



**Ram River Watershed Public Survey Zones (Boundaries of Future Sportfishing Regulations)**

- Ram River Watershed
- Survey Zone 1
- Survey Zone 2
- Survey Zone 3

Take Action – Fragmentation & Sedimentation



Crossings



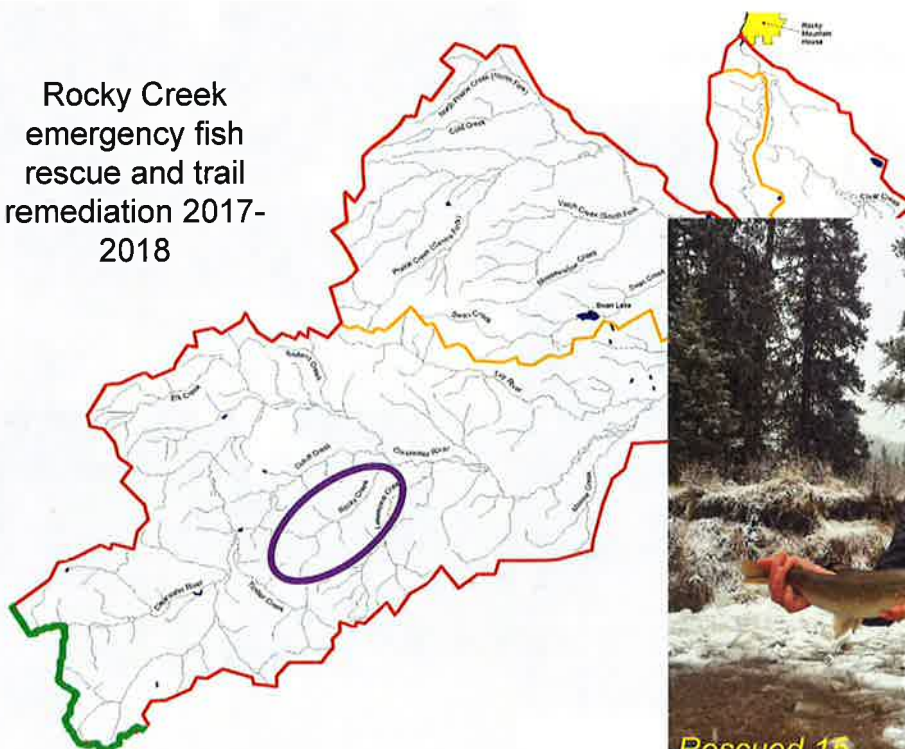
Quads



Cows

Take Action –Sedimentation (OHVs)

Rocky Creek emergency fish rescue and trail remediation 2017-2018



Rescued 15 bull trout

Take Action –Sedimentation (OHVs)



**TRAILS AND AREA CLOSED**

General Location: Rocky Creek, South of Cutoff Creek, Northwest of Limestone Creek.  
Effective Date: Wednesday, November 1st, 2017

The trails and areas shown are temporarily closed to public travel due to erosion and potential damage to unstable slopes, bed, shore and fish habitat.

Closure per Public Lands Administration Regulation AR 187/2011 s.48(1)

Please contact Alberta Environment and Parks, Rocky Mountain House Office at 403-845-8250 for more information.



Take Action –Sedimentation (OHVs)

Crossing remediation example



## Take Action –Sedimentation (OHVs)

### Reduce Access



## Take Action –Sedimentation (OHVs)

Rocky Creek emergency fish rescue and trail remediation  
2017-2018

### November 2017

- ▶ 20 km of reclaimed trail
- ▶ 31 problem crossings remediated
- ▶ 11 log wall structures
- ▶ 350ft of wattle installed
- ▶ 40 berms constructed
- ▶ Install signage
- ▶ Public awareness through posts on twitter, facebook and article in Alberta Outdoorsmen

### Spring 2018

- ▶ Assess existing structures, adjust if necessary
- ▶ Install 675 ft of wattle
- ▶ Harvest and install ~4000 live stakes
- ▶ Plant ~5kg of seed
- ▶ Install educational signage with Trout Unlimited
- ▶ Further reduce access with Shell Canada
- ▶ Volunteer willow staking events

## Take Action – Fragmentation & Sedimentation (Crossings)



Where is the problem?



Foothills Stream Crossing Partnership

(8,400 inspections)

Public Lands,  
Fisheries, Trout Unlimited,  
Alberta Energy Regulator (AER)  
(64 inspections)

How do we fix it?

Prioritize remediation

Engineered plans

Leverage funding

AER & Public Lands

Alberta Transportation

FSCP

Crossing Owners

Fix it



Foothills Stream Crossing Partnership

210 crossings repaired  
(e.g., Pembina)

Berland, Clearwater,  
Red Deer culvert remediation starting 2018

## Take Action – Roadway Stream Crossing Inspection Blitz

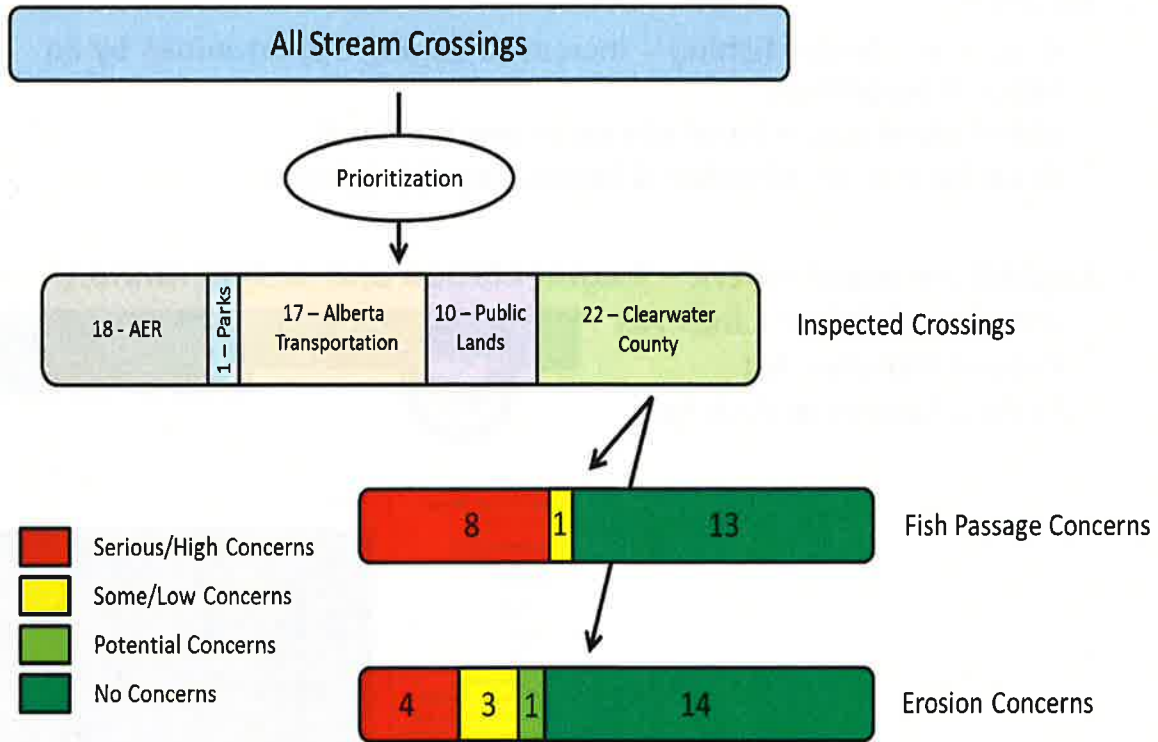
▶ Objective:

- 1) Identify where hanging culverts are causing fragmentation and erosion concerns
- 2) Collect fisheries and habitat data to inform remediation prioritization (Trout Unlimited, AER, Fisheries)





Take Action – Roadway Stream Crossing Inspection Blitz



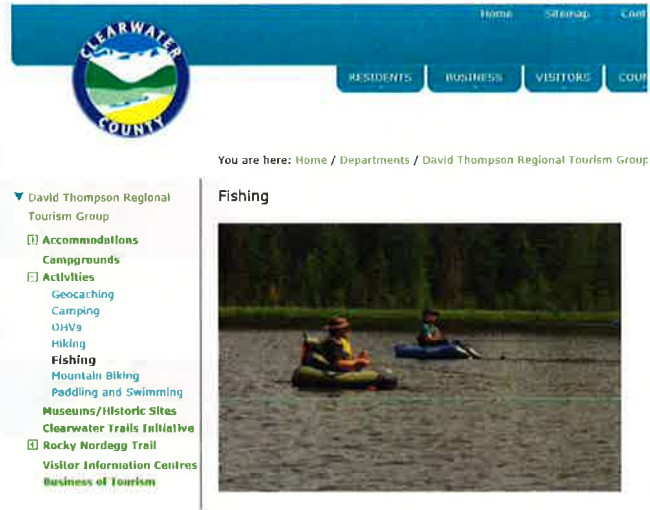
Take Action – Logan Creek

- Currently isolating ~15km of intact bull trout habitat
- Bull Trout captured in the scour pool below the culvert



## Benefits of Healthy Fish Populations

- ▶ **Tourism**
  - Recovery = better fishing – increased fishing opportunities by an order of magnitude
  - Blue Ribbon native trout stream in our backyard
  - Draw for out-of-province & international fisherman
  
- ▶ **Regulatory requirement – fragmentation and sedimentation**
  - Water Act & Public Lands Act
  - Federal Fisheries Act
  - Federal Species at Risk Act



## Native trout in our future

