

**CLEARWATER COUNTY
COUNCIL AGENDA
November 26, 2013
9:00 A.M.
Council Chambers
4340 – 47 Avenue, Rocky Mountain House AB**

10:00 A.M. DELEGATION: Family and Community Support Services

10:20 A.M. DELEGATION: Rocky Museum - Rocky Mountain House Reunion Historical Society

10:35 A.M. DELEGATION: Rocky Organization for Animal Rescue (ROAR)

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. November 05, 2013 Regular Meeting Minutes
2. November 05, 2013 Public Hearing Minutes

D. PUBLIC WORKS

1. Policy Review: "Snowplowing and Grading of Gravel Roads"

E. AGRICULTURAL SERVICES & LANDCARE

1. Director's Update

F. COMMUNITY & PROTECTIVE SERVICES

1. Disaster Recovery Program (DRP) Update
2. Alhambra Community Centre Grant Application
3. Caroline HUB Committee Terms of Reference
4. 10:00 A.M. Delegation: Family and Community Support Services
5. 10:20 A.M. Delegation: Rocky Museum - Rocky Mountain House Reunion Historical Society
6. 10:35 A.M. Delegation: Rocky Organization for Animal Rescue (ROAR)

G. MUNICIPAL

1. Federation of Canadian Municipalities (FCM) Conference
2. LGL Institute (Gord McIntosh) - Intermunicipal Planning Session
3. December/January Regular Council Meeting Dates

H. IN CAMERA

1. DRAFT – Village of Caroline Recreation Agreements
2. Legal

I. COMMITTEE REPORTS

J. INFORMATION

1. CAO'S Report
2. Public Works Director's Report
3. Councillor Remuneration
4. Accounts Payable Listing
5. Clearwater County Operating and Capital Reports to October 31, 2013

K. ADJOURNMENT

TABLED ITEMS

Date Item, Reason and Status

04/10/12	Arbutus Hall Funding Request <ul style="list-style-type: none">• To allow applicant to provide a complete capital projects plan. STATUS: Pending Information, Community and Protective Services
09/10/13	Repair of Bridge BF01963 <ul style="list-style-type: none">• Reallocation of funds from bridge rehabilitation for the James River Bridge repair STATUS: Pending Information, Alberta Transportation/Public Works
11/05/13	West Country Family Services (WCFS) Wheelchair Van Agreement <ul style="list-style-type: none">• Operation and Funding Agreement for wheelchair van STATUS: Pending Information, Community and Protective Services



Agenda Item

Project: Snowplowing and Grading of Gravel Roads Policy	
Presentation Date: November 26th, 2013	
Department: Public Works	Author: Kurt Magnus/Marshall Morton
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure & Asset Management	Goal: To effectively manage the financial and physical assets of the County in order to support the growth and development of the County while obtaining maximum value from County owned infrastructure and structures.
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>Snowplowing and Grading of Gravel Roads Policy</u>	
Recommendation: That Council reviews the policy and, if needed, recommends any changes and/or additions to the policy.	
Attachments List: Snowplowing and Grading of Gravel Roads Policy	

Background:

During the current month of November, 2013, Clearwater County has received three successive snowfall events, all occurring within a relatively short period of time between each other (Nov. 2nd & 3rd, 15th & 16th and the 19th). This has resulted in an accumulation of approximately 60 centimeters of snow.

Consequently, the Clearwater County Public Works Department has received a number of calls from ratepayers and Council expressing concerns as to the effectiveness of the current "Snowplowing and Grading of Gravel Roads Policy". We are currently meeting the standards as set out by the policy. Nevertheless, given the volume of calls received, staff believes it would be beneficial for Council to review the policy and indicate whether or not the current standard is acceptable. If not, staff will provide other alternatives and



associated costs if Council indicates that changes and/or additions to the policy are warranted.

While the specific complaints vary, staff suggests that the complaints with the current service delivery can be categorized as follows:

- 1) **The 96 hour plowing timeframe outlined within Point 1 is too long;**
- 2) **The windrow left on approaches by both speed plows and graders is too deep.** Point 7 directs that “grader operators will strive to minimize the amount of snow that is left in approaches”.

This wording has been established by Council recognizing that the depth of the windrow is impacted by amount of snowfall and is therefore difficult to quantify in policy.

- 3) **There is concern with the timeliness in which hamlets are being plowed.**

Hamlets are plowed on a rotating basis so that no one particular hamlet is “always last”.

There is also concern, particularly in Condor and Leslieville, that a windrow is being left next to the sidewalks. Hamlets are typically plowed with speed plows and/or loaders. The County’s practice is not to windrow the snow to the middle of the street and haul it away, as is the case with Rocky Mountain House, as we do not have the equipment or manpower to provide this type of removal.

Staff will discuss these concerns and alternative snowplowing practices in more detail on Tuesday.

Clearwater County

SNOWPLOWING AND GRADING OF GRAVEL ROADS

EFFECTIVE DATE: September 2013

SECTION: Public Works

POLICY STATEMENT:

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

PROCEDURE:

Winter Maintenance (Snowplowing)

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

Summer Maintenance (Grading)

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



Agenda Item

Project: Update - ASB & Landcare	
Presentation Date: November 26 th 2013	
Department: Agricultural Services and Landcare	Author: Matt Martinson
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Land and economic development	Goal: #4 – Enhance environmental sustainability
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the following report as information.	
<u>Landcare</u>	
Shelterbelt Program	
<p>As discussed with Council in the past, the cancelation of the Federal Shelterbelt Program has forced us to develop our own program in partnership with the Agroforestry and Woodlot Extension Society (AWES). This partnership will allow Ag Services and Landcare the opportunity to access tree seedlings and expertise for distribution to our ratepayers similarly as in the past through the federal program. Key differences between the new shelterbelt program and the old program will be the cost of seedlings, which will be \$.85 to \$1.70 per seedling depending on species, along with less selection particularly of the ornamental type species. Ag Services and Landcare have already begun promoting the program and taking orders which will be delivered this upcoming spring. Ag Services and Landcare will continue evaluating the effectiveness of poplar cutting establishment in 2014 as a potential for no cost quick growing alternative. We will also be sharing our program with other municipalities in hopes that we can get a larger bulk order which will reduce the seedling price in the future. We expect to distribute between 1000 – 3000 seedlings from the new program this upcoming spring.</p>	
<u>Agricultural Programs</u>	
Weeds	
<p>We are busy wrapping up the past growing season before moving towards planning for the next. A significant issue over the past few weed seasons has been the sale of land while it is under the</p>	



direction of a Weed Notice issued by the county. This creates challenges for staff and typically significant surprise to the new land owner. As a potential solution to this problem we have formed a relationship with the Red Deer Real Estate Board to offer informational sessions to real estate agents selling property in Clearwater County. Along with weed information we will also be providing information related to protection of surface and ground water and the County Code. We will be offering a seminar in Rocky, Red Deer, and potentially Sundre.

Vegetation Management

Brushing

In the next few weeks we will be finishing up brushing for this year. This was the first full year under the guidance of the new brushing policy. By the end of the year we will have removed the brush from property line to roadside on 32 miles of road. Generally speaking members of the public were happy or accepting of the brushing work we completed or informed them would take place in the future adjacent to their property. Though there have been some concerns and in most cases we have shared with these residents that we would be completing this work in the future and offered them assistance in planting trees on their property. Along with our roadside spraying program we plan on developing and implementing greater communication related to brushing activities and the principals driving the programs.



Agenda Item

Project: Disaster Recovery Program (DRP) Update	
Presentation Date: November 26, 2013	
Department: CPS	Author: Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Infrastructure and Asset Management	Goal: N/A
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the presentation as information.	
Attachments List: N/A	

Background:

Earlier this month, the County received a letter from the Alberta Emergency Management Agency, indicating that the County has initially been approved for \$3,814,500.00 in funding for post-flood reconstructive efforts from the DRP. In July, County Staff submitted a DRP application to the Province, estimating flood damage at \$4 million.

On November 19th, the County received half of the approved funding, in the amount of \$1,907,250.00. To date, approximately \$1,665,000.00 worth of work has already taken place, with more invoices to come before year-end. The remaining work is anticipated to take place during the 2014 construction season.

The DRP has stated that they will only fund projects back to 'pre-existing condition.' Administration has therefore estimated a \$1,000,000.00 shortfall in funding at this point in time for mitigation projects—notably, the Chungo Road and several of the County's bridges which were affected by the floods. Information on what will be funded by the DRP in regards to some of these bridges is still pending at the moment, so the shortfall could be reduced in that regard.



Secondly, the Alberta Flood Recovery Task Force recently asked for municipal proposals of mitigation projects to be submitted to them for funding as soon as possible, which is a potential source for supplying the shortfall. Staff will be submitting an application to the Province for this, and will keep Council apprised as new developments occur.

The recommendation is that Council accepts the report as information.



Agenda Item

Project: Alhambra Community Centre Grant Application	
Presentation Date: November 26, 2013	
Department: CPS	Author: Trevor Duley
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal: Continue to evaluate, plan and support the recreation, cultural and leisure needs within the Rocky/Caroline/Clearwater community.
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>'Capital Grant Funding for Community Halls/Associations'</u>	
Recommendation: That Council approves \$9,345.35 in funding for the Alhambra Community Centre, from the 'Community Hall/Association Capital Grant,' to be used towards the discussed projects.	
Attachments List: Application; 'Capital Grant Funding for Community Halls/Associations'	

Background:

The Alhambra Community Centre has submitted a request for funding through Council's 2013 Community Halls/Associations Capital Grant. A copy of the request has been attached for your information, as has a copy of the aforementioned policy.

Hall representatives are planning the following capital upgrades to the hall:

- 1) Bathroom Flooring & Lights (\$1,175.00)
- 2) Kitchen Counter Renovation (\$1,250.00)
- 3) Acoustics (\$6,000.00)
- 4) Basement Flooring Replacement; Work to prevent water on basement level (\$12,000)



The total estimated cost for these projects is \$20,425.00 and the hall is requesting that Council provide \$9,345.35 capital grant funding towards the work. The requested amount falls within the 50/50 cost share outlined in Council's policy. Receipts of the donated labour and materials to-date have been provided to Staff.

The Alhambra Community Centre previously accessed this grant in 2008, when they received \$5,000.00 funding to replace their furnace. Staff recommends that Council approve the requested funding for the Alhambra Community Centre.

So Council is aware, of the \$35,000.00 budgeted for the grant program in 2013, \$15,000.00 currently remains. Previously, grants were provided to the Aurora and Frisco Community Associations this year.

Staff is recommending that Council approve the request.

Attention: Trevor Duley
14 pages



APPENDIX "A"

CLEARWATER COUNTY CAPITAL GRANT FOR COMMUNITY HALLS / ASSOCIATIONS

SECTION 1 - APPLICANT INFORMATION:

Group name: Alhambra Community Centre

Contact name: Dana Dickson, Jerry Marx (2nd)

Mailing address: Box 36 RR1
Alhambra, AB Alhambra, AB
Tomoko Tomoko

Contact number: _____ Contact e-mail: dana@savvyselectionsinc.ca
Dana 403-729-3259 juergenmarx@gmail.com
Jerry 403-729-3943

SECTION 2 - PROJECT DESCRIPTION:

Proposed project:

(Please describe the planned capital project in detail, including the work that will be completed and how it will be of benefit to your group/the community. Refer to section 4 of the capital grant policy for information on what is considered an eligible capital project.)

Alhambra Community Centre renovations include several projects that will improve + enhance the use of the centre.
The bathroom renos include better lighting + flooring replacement.
Kitchen renovation of countertops + back splash.
Installation of acoustics for the upstairs.
Basement flooring replacement AFTER the issue of water entering basement (new stairs and drainage on north side of hall) is solved.
These needed renovation will ~~not~~ benefit current renters, attract future renters + enable the hall to remain active.

Project Timeline:

(Please include the estimated start and finish dates for the proposed project)

Estimated start date: Spring 2013

Estimated date of completion: Summer 2014 (due to flooring being installed only after water issue is solved for certain!)

SECTION 3 - FINANCIAL INFORMATION

Project Expenses:

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

ITEM	COST
Renovation bathroom flooring + lights	\$590 \$1175
Renovation kitchen counters	\$1250.-
Acoustics for upstairs +	~\$6000.-
Basement flooring replacement + dirtwork to prevent water on basement level	\$12000.-
TOTAL ESTIMATED PROJECT COST:	\$20425.-

Available Funding:

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

ITEM	COST
Donation of labour + materials	
Jerry Marx	\$1232.62
Jerry Marx	\$1027.03
Frank Spuryt	\$820.-
PennWest Community Investment	\$8000.-
TOTAL AVAILABLE FUNDING:	\$11079.65

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

Grant Funding Requested:

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

\$20425.- - \$11079.65 = \$9345.35

Total estimated project cost (minus) Total available funding (equals) **GRANT FUNDING REQUESTED**

SECTION 4 – BACKGROUND INFORMATION

Previous Grant Funding:

Have you previously received capital grant funding from Clearwater County?

Yes No

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

PROJECT	FUNDING RECEIVED	DATE
Furnace Replaced	\$5000-	Nov. 25, 2008

Other Funders Approached:

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

FUNDER APPROACHED	OUTCOME
 	
 	
 	

Other Information:

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

- Financial statements, including annual operating costs and annual revenues, for the past three years
- Record of hall/group activity (such as booking information) for the past three years
- A five year plan outlining the group's plan to ensure ongoing sustainability in the coming years
- Quotes for any project expenses

SECTION 5 - SIGNATURE

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

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

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

Dana Dickson
Dana Dickson Oct. 28/13

Alhambra Community Centre

Financial Statement

For the year January 1, 2012 to December 31, 2012

Assets

Cash- Bank Account	\$2457.74	
Investments	<u>\$2000.00</u>	
Total Assets		<u>\$ 4457.74</u>

Liabilities

Alhambra Community Centre has no liabilities at the present time.		
Total Liabilities		<u>\$ 0.00</u>

Income

Rent	\$6520.00	
Interest	\$ 71.10	
Dividend	\$ 0.00	
Sales	<u>\$ 0.00</u>	
Total Income		<u>\$6591.10</u>

Disbursements

Janitor& Supplies	\$2350.00	
Electricity	\$2097.27	
Natural Gas	\$1000.43	
Repairs and Renovations	\$ 368.45	
Supplies	\$ 0.00	
Telephone	\$ 152.92	
Advertising	\$ 22.00	
Insurance	<u>\$ 834.30</u>	
Total Disbursements		<u>\$6825.09</u>

This financial statement has been reviewed and approved by:

_____ Name

_____ Name

_____ Position

_____ Position

_____ Date

_____ Date

P10/14

F2

Alhambra Community Centre

Financial Statement

For the year January 1, 2011 to December 31, 2011

Assets

Cash- Bank Account	\$2890.38	
Investments	<u>\$2000.00</u>	
Total Assets		<u>\$ 4890.38</u>

Liabilities

Alhambra Community Centre has no liabilities at the present time.		
Total Liabilities		<u>\$ 0.00</u>

Income

Rent	\$6104.00	
Interest	\$ 37.07	
Dividend	\$ 19.02	
Sales	<u>\$ 0.00</u>	
Total Income		<u>\$6150.09</u>

Disbursements

Janitor & Supplies	\$1870.00	
Electricity	\$1645.81	
Natural Gas	\$1553.75	
Repairs and Renovations	\$ 195.66	
Supplies	\$ 0.00	
Telephone	\$ 588.93	
Advertising	\$ 50.00	
Insurance	<u>\$ 834.30</u>	
Total Disbursements		<u>\$6738.45</u>

\$4302.02

This financial statement has been reviewed and approved by:

Name

Name

Position

Position

Date

Date

P11/12

Financial Statement

Alphamoon Comm Centre Dec 31 2010.

Jan 1 2010	Dec 31 2010
Bank Balance \$ 2229.62	Bank Balance \$ 3478.74
Investment " 1000 -	Investment " 1000 -
Investment " 1000 -	Investment " 1000 -
<u>Total \$ 4229.62</u>	<u>Total \$ 5478.74</u>

Income	EXPENSES
Rent \$ 6605.50	Janitor \$ 1635 - X
Sales " 1400.48	Telephone " 548.38 X
Ink " 27.27	Electric " 1134.88 X
Lease " "	Nat Gas " 1302.28 X
Dividend " "	Advertising " 93. - X
	Supplies " 418.25 X
	Travel " - - -
	Repairs " 753.93 X
	Entertainment " - - -
	Insurance " 893.41 X
<u>Total \$ 8033.25</u>	<u>Total \$ 6779.13</u>

Submitted by
 Jack Hainstrod
 Feb. 22 2011



The Alhambra Community Centre ^{will} ~~will~~ ^{F2} for sees continued + increased rental activity of the hall over the next 5 years, especially with renovations of acoustics, flooring, etc. to meet renters needs + expectations. Long term rental with ~~Cornerstone Christian Fellowship~~ ^{Cornerstone Christian Fellowship (weekly)}

The Alhambra Community Centre continues to be actively rented with the following:

- weekly rental Cornerstone Christian Fellowship
- week long rental for church camp during summer
- band practice upstairs
- dance / exercise class upstairs
- 4H speeches (both floors)
- family birthday parties
- Clearwater County meetings
- David Thompson High School Reunion each summer
- 1 to 3 weddings each summer
- anniversaries
- music "Jam Sessions" hosted during winter months, open to public
- Family Dances (spring + fall) open to public
- Alhambra Community ~~Center~~ Christmas Diner Evening (annually)
- minor Ball wrap-up gathering

Acoustics estimation of \$6000.- was advised to Sharyn Terpsma over the phone. Sharyn spoke with an acoustics specialist about the size, use, etc. of the Alhambra Community Centre

QUOTATION

CARPET SUPERSTORES

140 37400 Hwy 2
Red Deer AB T4E 1B9
Phone: (403) 343-6311
Fax : (403) 343-6542

3267
27-Jan-12
CP

Sold to: ALHAMBRA HALL
JAMES HOEKSEMA
ALHAMBRA

Ship to: ALHAMBRA HALL
JAMES HOEKSEMA
ALHAMBRA

Home Ph: 403-729-2553
Work Ph: 403-729-2554
Alt Ph:

403-729-2553

Line	Location	Item	Description	Est No	Est Name	Qty	Unit	Price	Total
NI		VINYL PLANK	color to be chosen			1820	EACH	4.15	7553.00
Lab		QUOTE	INSTALL			1809.00		1.50	2713.50
Lab		10	TRAVEL			2.00		80.00	160.00
Lab		9	Floor general cleanup			1.00		300.00	300.00
NI		GLUE	supply & install			1	EACH	150.00	150.00
Rem			no furniture handling or floor removal						
Rem			THIS QUOTE INCLUDES FREE DELIVERY						
<p><i>faxed Jan 27/11</i></p> <p><i>fax # 403-729-2554</i></p>									
<p>Thank you for shopping Carpet Superstores. Price is valid for 30 days. Please contact your CSS sales team if you have any questions regarding this quote. Subject to measurement. Upon acceptance deposit required</p>									7703.00
<p>Accepted By: _____ Date: _____</p>									3173.50
									0.00
									10876.50
									0.00
									543.83
									11420.33

Clearwater County

CAPITAL GRANT FUNDING FOR COMMUNITY HALLS/ASSOCIATIONS

EFFECTIVE DATE: August 14, 2012

SECTION: Administration

POLICY STATEMENT:

To outline the requirements of and manner by which Clearwater County will provide capital funding to Community Halls/Associations.

PROCEDURE:

1. County staff are hereby directed to include an annual budget of thirty-five thousand dollars (\$35,000), which may be made available to community groups for capital projects, subject to Council's approval.
2. To the greatest extent possible, community groups should be proactive in their funding requests and submit their requests for consideration prior to October 15 for inclusion in the County's budget process.
3. Funding under this policy will be used for capital projects as defined within this Policy. Requests for program funding should be made to the respective recreation board.
4. For the purposes of this Policy, a project shall be deemed to be a capital project if it is a:
 - a. structural upgrade or expansion of the hall building;
 - b. major equipment essential to the operation of the hall (e.g. stoves, coolers, furnace) where the cost of the equipment exceeds \$2000 and has a life expectancy of more than 5 years; or,
 - c. major equipment or improvements that enhance the level of service available through the hall (e.g. playground equipment, sidewalks, parking lot paving, etc.) where the cost of the project exceeds \$2,000.00.
5. Applications for funding must be in writing, and should be on the application attached hereto as "Appendix A". Application forms must be fully completed and must include:
 - a. a description of the project;
 - b. the purpose of the project and the benefit the project will have to the Hall;
 - c. a project budget outlining revenues, expenses and the sources thereof;
 - d. the amount of funding being requested from the County;

- e. a schedule of when the work will be completed;
 - f. hall/group financial statements;
 - g. a demonstration of hall activity (i.e. – bookings list, etc);
 - h. a five year sustainability plan; and,
 - i. multiple quotations regarding the project.
6. Other than the cost of insurance (as described in the County's Community Hall and Community Groups Insurance policy) the County will not provide funding for operating costs including regular maintenance (painting, janitorial, etc).
 7. The County should be viewed as a "funder of last resort". When applying for grant funding from Clearwater County, Community Hall Associations shall demonstrate that they have raised, or attempted to raise funds from other sources. Examples of funding sources that groups should consider using or applying for are, but not limited to:
 - a. funds from Hall revenues;
 - b. funds from provincial grants (e.g. Community Lottery Boards, Wildrose Foundation, Community Facility Enhancement Program (CFEP), etc.);
 - c. corporate donations, and;
 - d. donations from the community at large (donations may be either cash or gifts in kind, such as donated equipment, donated labour or services such as plumbers, carpenters, architects, etc.).
 8. On approved projects the County will generally provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, materials, labour, donated equipment, or other "gifts-in-kind". County funding will generally not exceed \$15,000.00 per project.
 9. Donations in kind of labour and equipment will be ascribed a value based on current Provincial standards used for the Community Facility Enhancement Program.
 10. Funding preference will be given to applicants that have not recently been granted funding under this policy.
 11. Grant funds provided by Council should be accounted for within 60 days of the completion of the project. Failure by a community hall/association to account for the funds may result in the group being ineligible for future grants, until such time as the accounting is complete.



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

SECTION 1 - APPLICANT INFORMATION:
<p>Group name: _____</p> <p>Contact name: _____</p> <p>Mailing address: _____ _____</p> <p>Contact number: _____ Contact e-mail: _____</p>

SECTION 2 - PROJECT DESCRIPTION:
<p>Proposed project: (Please describe the planned capital project in detail, including the work that will be completed and how it will be of benefit to your group/the community. Refer to section 4 of the capital grant policy for information on what is considered an eligible capital project.)</p>
<p>Project Timeline: (Please include the estimated start and finish dates for the proposed project)</p> <p>Estimated start date: _____</p> <p>Estimated date of completion: _____</p>

SECTION 3 – FINANCIAL INFORMATION

Project Expenses:

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

ITEM	COST
TOTAL ESTIMATED PROJECT COST:	\$

Available Funding:

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

ITEM	COST
TOTAL AVAILABLE FUNDING:	\$

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

Grant Funding Requested:

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

$$\underline{\hspace{2cm}} \quad - \quad \underline{\hspace{2cm}} \quad = \quad \underline{\hspace{2cm}}$$

Total estimated project cost (minus) Total available funding (equals) **GRANT FUNDING REQUESTED**

SECTION 4 – BACKGROUND INFORMATION

Previous Grant Funding:

Have you previously received capital grant funding from Clearwater County?

↑Yes ↑No

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

PROJECT	FUNDING RECEIVED	DATE

Other Funders Approached:

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

FUNDER APPROACHED	OUTCOME

Other Information:

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

- Financial statements, including annual operating costs and annual revenues, for the past three years
- Record of hall/group activity (such as booking information) for the past three years
- A five year plan outlining the group’s plan to ensure ongoing sustainability in the coming years
- Quotes for any project expenses

SECTION 5 - SIGNATURE

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

On behalf of _____ I agree that, should Clearwater County provide capital grant funding:

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

Name Signature Date



Agenda Item

Project: Caroline HUB Committee Terms of Reference	
Presentation Date: November 26th, 2013	
Department: Community and Protective Services	Author: Mike Haugen
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Quality of Life	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council approve the Caroline HUB Committee Terms of Reference as presented.	
Attachments List: Caroline HUB Committee Terms of Reference	

Background:

Please find attached the Terms of Reference for the Caroline HUB Committee.

The HUB Committee is the group overseeing the construction of the Caroline HUB building. A Terms of Reference has been drafted which outlines the composition of the group as well as some of the administrative functions.

The HUB Committee has been operating for some time and has endorsed the attached document. Staff have realized that the document has not been officially passed by County Council at this point in time are seeking to simply correct that oversight.

No changes are being recommended to the proposed Terms of Reference.

Caroline Hub Committee

Terms of Reference

Purpose:

1. The Caroline Hub Committee (CHC) will act as the body responsible for the development of the scope of work document.
2. Following approval by Clearwater County Council of the scope of work the CHC will then be responsible for:
 - a. Selection of the Project Manager;
 - b. Oversight of tendering and construction management of the Caroline Hub Building;
 - c. Developing the design of the Caroline Hub Building;
 - d. Volunteer worker/firm recruitment; and,
 - e. Coordinating the raising of funds and volunteers with the Caroline and District Athletic and Agriculture Society.
3. Providing reports on the status of the project to Clearwater County Council and the Caroline and District Athletic and Agriculture Society, as required or requested.

Membership:

1. The Committee will consist of the following voting members who shall hold one (1) vote each:
 - a. Two (2) Clearwater County Councillors;
 - b. Two (2) Representatives of the Caroline and District Athletic and Agricultural Society; and,
 - c. One (1) Member of the public chosen by the Caroline and District Athletic and Agricultural Society and appointed by Clearwater County Council.
2. The Committee will also consist of the following non-voting members:
 - a. The Clearwater County Director of Community and Protective Services, or designate;
 - b. The Caroline and District Athletic and Agriculture Society Manager
 - c. The Clearwater County Director of Public Works, as required; and/or,
 - d. Clearwater County Chief Administrative Officer, as required.

Governance Structure:

1. A Chairperson for the CHC shall be chosen from among the voting members of the Committee.
2. A Vice-Chairperson for the CHC shall be chosen from among the voting members of the Committee.
3. The Chairperson shall be responsible for chairing the meetings of the CHC. In the absence of the Chairperson, these duties will be fulfilled by the Vice-Chairperson.

4. Quorum shall be composed of three (3) voting members of the Committee which must include at least one member from both Clearwater County and one member from the Caroline and District Athletic and Agricultural Society.

Meetings:

1. Meetings of the CHC shall be held as required and approved by all voting members of the Committee or at the call of the Chair.
2. Formal decisions may be made electronically via email. Electronic voting will still require a quorum as outlined in this Terms of Reference.

Powers:

1. It is the responsibility of the CHC to:
 - a. Oversee the production of construction drawings and documents;
 - b. Select an appropriate project manager;
 - c. Provide oversight of the project manager's activities;
 - d. In coordination with the project manager, develop a comprehensive project budget and project timelines;
 - e. Ensure appropriate inspections and safety practices are taking place and documented;
 - f. Ensure that project timelines are being adhered to;
 - g. Ensure that project budgets are being adhered to;
2. The CHC will not have the authority to commit resources, including funding, of either Clearwater County or the Caroline and District Athletic and Agriculture Society, except as otherwise approved, in writing, in terms of approved budget.
3. The CHC will provide broad direction to the project manager who shall be responsible for coordinating and managing all construction and procurement activities as well as be responsible for approving all change orders within established parameters.



Agenda Item

Project: Rocky Museum Delegation	
Presentation Date: November 26, 2013	
Department: CPS	Author: Trevor Duley
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accepts the presentation as information.	
Attachments List: Museum Presentation Material	

Background:

The Rocky Mountain House Reunion Historical Society owns and operates the Rocky Mountain House Museum. Clearwater County and the Town of Rocky Mountain House provide the Museum with funding through a joint agreement. Each municipality provided \$25,000 funding towards the Museum in 2013.

Representatives from the Society will be attending Council to provide information on programs that the Museum has undertaken as well as to provide details on fundraising attempts they have undertaken in the past years. A copy of the Museum's presentation materials has been included for your review.

Museum Staff have noted that they will be requesting Council consider increasing their annual funding by \$15,000.00 annually.

The Museum has already made the same request to the Town of Rocky Mountain House Council, meaning that the requested combined amount between Town and County is \$30,000.00. Town Staff have indicated that the \$15,000.00 request will be considered during their Council's budget deliberations.

The presentation will be approximately 10 minutes, followed by time for questions.



Rocky Mountain House Museum

**(Operated by the Rocky Mountain House Reunion
Historical Society)**

P.O. Box 1508

Rocky Mountain House, AB. T4T 1B2

Telephone: (403) 845-2332

Fax: (403) 845-7666

E-mail: rmuseum@telusplanet.net

Website: rockymuseum.com

November 15, 2013

County of Clearwater

4340 47 Avenue

Rocky Mountain House. AB

Attention: Trevor Duley

Dear Mr. Duley;

I believe the Rocky Museum will end 2013 with a small positive balance however 2014 is bringing some changes so we are requesting some assistance from the town.

Our renter 'Visions West School' is currently looking for a larger location so will be soon moving out. Our lost income will be \$7,500 per year. As well, we have re-organized our staff structure and are in the process of advertising for an Executive Director. This will increase our wage structure but it is felt that with the right leadership more income will eventually be realized.

The grant that has been received from the county has not increased over the last 6 years and yet the cost of running our building has increased.

For these reasons, please consider extra grant money for 2014.

Yours truly,

Sandra Kay

Volunteer Treasurer



Agenda Item

Project: Rocky Organization for Animal Rescue (ROAR)	
Presentation Date: November 26th, 2013	
Department: Community and Protective Services	Author: Mike Haugen
Budget Implication: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accept the ROAR presentation as information.	
Attachments List: ROAR Letter dated November 12th, 2013	

Background:

Please see the attached letter from the Rocky Organization for Animal Rescue (ROAR) dated November 12th, 2013.

Representatives of ROAR will be in attendance to make a presentation to Council and answer any questions that Council may have.

The letter does not provide details as to what specific operations/projects the funding would be used for. Staff believes that this request is not intended as a one-time request and would be made annually and recommends that this be clarified with the delegation.

The amount asked for in the letter is \$5000.00 to assist with operations. Staff note that if this was granted, it would be an increase in the Animal Control budget as there is no ability to re-allocate existing funds in this department area without altering service levels through a reduction in patrol time.

Staff is recommending that Council accept the presentation as information and decide upon this request as part of the upcoming budget process.



Box 2098
Rocky Mountain House, AB
T4T 1B5

Ron
cc: Mikel Jorevor

November 12, 2013

Dear Clearwater County Council,

As president of Rocky's Organization for Animal Rescue (ROAR) I am writing to request a delegation meeting on behalf of our local animal rescue group. As council gets ready to make their budget for the upcoming 2014 year, ROAR would like to request that council put aside \$5000 of the animal control budget for our group. We would like to make a presentation to your council showing that our group has and is doing a significant part of animal control for the county, as such we feel we should be allotted a portion of funds that is designated for animal control. Please contact me with a date and time that our group can meet with council members.
Thank You.

Linzi Risto
403-729-2870
roarsociety@yahoo.ca





Agenda Item

Project: FCM Conference 2014	
Presentation Date: November 26, 2013	
Department: Council	Author: Ron Leaf
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance and Intergovernmental Relations	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council directs staff as to the attendance at the FCM Conference in 2014	
Background: <p>In 2014, the Federation of Canadian Municipalities (FCM) conference is being held May 30 -June 2, 2014 in Niagara Falls, Ontario.</p> <p>The Council and Board Reimbursement Policy provides for the Reeve and two Councillors to attend the FCM each year. The intent of the policy is to provide opportunity for all councillors to attend the FCM at least once during an election term. The policy allows all of Council to attend the FCM, should the event be held in Alberta.</p> <p>Reeve Alexander and Councillors Korver and Graham attended the FCM conference in 2012 in Saskatoon, SK</p> <p>Reeve Alexander and Councillors Duncan and Vandermeer attended the FCM conference in 2013 in Vancouver, BC.</p> <p>I would like Council's direction for Council attendance at the FCM conference in 2014, for conference registration and hotel reservations purposes.</p>	



Agenda Item

Item: LGL Institute (Gordon McIntosh) - Intermunicipal Planning Session	
Presentation Date: November 26, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council provides direction regarding a preparation session for the January 14 meeting with Gordon McIntosh.	
Attachments List:	

Background:

Prior to the municipal election the Intermunicipal Collaboration Committee (ICC) requested that a training session for the Town, Village and County Council's be arranged for early in 2014. As a result, Gordon McIntosh - a noted facilitator in municipal governance and strategic planning - was contacted and a joint Council meeting has been scheduled for Tuesday, January 14, 2014.

The purpose of the Joint Council meeting is to provide a venue for the new councils to discuss strategic topics facing the organizations and the community as well as consider action plans and strategies to implement priorities. Geoff, Todd and I are meeting on November 29 to finalize the meeting agenda and I will discuss the McIntosh session in more detail at Council's December 10 meeting.

I recommend that Council prepare for this meeting by reviewing the Clearwater County 2012 – 2014 Strategic Plan as well as the *Stronger Together* Agreement. I believe both documents could be reviewed in a 4-6 hour time period. If Council agrees with this recommendation I propose that a meeting be held one of the following dates: December 16, 17, 18, January 6,7,8 or 9.



Agenda Item

Item: Cancellation and Rescheduling of Council meetings	
Presentation Date: November 26, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance	Goal:
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council cancels its December 24, 2013 Council meeting and provides direction regarding an alternate date for the January 14, 2014 Council meeting.	
Attachments List: Excerpt - Procedural Bylaw #954	

Background:

Council's Procedural Bylaw provides Council with the authority to change or cancel regularly scheduled Council meetings.

I wish to recommend that Council amends two of its scheduled meetings as follows:

- 1) Council's second meeting in December is scheduled for December 24. It has been the practice of past Council's to cancel the second meeting date in December. I recommend Council do so again.
- 2) Council's January 14 meeting date conflicts with the Gordon McIntosh Intermunicipal Planning session. I recommend that Council amends this meeting date to January 13 or January 15, starting at 9:00 a.m.

Should Council support these recommendations the cancellation and date change will be advertised in accordance with the Procedural Bylaw and Municipal Government Act (MGA).

Excerpts: Clearwater County Procedural Bylaw #954/12

Council may, by Resolution, establish other regular Council meeting dates as may be required from time to time.

4.8 Council may change the date, time or place of a regularly scheduled meeting by a Two-Thirds Vote.

4.9 Notice of a change in date, time or place, of any meeting of Council will be provided at least 24 hours prior to the meeting to Councillors in accordance with the *Act* and to the public by:

- a) posting a notice in the Clearwater County Administration Office; and
- b) posting a notice on the Clearwater County website.

4.10 Council may cancel any meeting if notice is given in accordance with section 4.9.

Clearwater County

Councilor and Board Member Remuneration Statement

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

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

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.54 / km
Oct 2	AAMDC Compensa	X	X	X		X	323
Oct 8	Council				X		74
Oct 10	Curtis Field+Library	X		X		X	37
Oct 11	Zone 2	X	X	X			74
Oct 15	Waste H2O Agree.	X					74
Oct 16	NSWA Confer.	X					
Oct 17	AAMDC Res. Conf.	X					
Oct 17	Reg Fire		X				74
Oct 23	Council				X		74
Oct 24	Cuff Olds	X	X	X			74
Oct 28	Council Orient.				X		74
Oct 29	Coun. Orient. RD Sin	X	X	X		X	248
Oct 30	Bridge Meeting	X					74

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Remuneration Calculation

<u>9</u>	Meetings @ \$149.00=	<u>1341.00</u>	<u>1200</u>	Kms @ \$0.54=	<u>648.00</u>
<u>10</u>	Meetings @ \$119.00=	<u>1190.00</u>	<u>3</u>	Lunch @ \$16.00=	<u>48.00</u>
<u>3</u>	Meetings @ \$271.00=	<u>813.00</u>			
	Supervision=	<u>850.00</u>			
	TOTAL=	<u>4194.00</u>		TOTAL=	<u>696.00</u>

Signature {Councilor / Board Member}

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of2013.....

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

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$145.00	Next 4 Hours \$116.00	Next 4 Hours \$116.00	Regular Council Meeting \$263.00	Lunch \$16.00	Mileage @ \$0.53 / km
Oct 2	Rec Board	X					40
Oct 8	Council				X		40
Oct 9	FCSS Board	X					40
Oct 15	Joint Town/County	X					20
Oct 15	Arena Expansion	X					20
Oct 17	Landcare	X	X				40
Oct 18	ASB	X					40
Oct 23	Council				X		40
Oct 24	Council Orientation Olds	X	X				40
Oct 26	ACE Conference Lake Louise	X	X				568
Oct 28	Council Orientation	X	X				40
Oct 29	Council Orientation	X	X				40

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Remuneration Calculation

<u>10</u>	Meetings @ \$149.00=	<u>1490.00</u>	<u>968</u>	Kms @ \$0.54=	<u>522.72</u>
<u>5</u>	Meetings @ \$119.00=	<u>595.00</u>	<u>8</u>	Lunch @ \$16.00=	<u>8</u>
<u>2</u>	Meetings @ \$271.00=	<u>542.00</u>			
	Supervision=	<u>550.00</u>			
	Sub Total=			Sub Total=	
	TOTAL=	<u>3177.00</u>		TOTAL=	<u>522.72</u>

Signature {Councilor / Board Member} Jim Duncan

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

Name of Councilor / Board Member**Pat Alexander**.....

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.54 / km
Sept 4	Airport	X					74
Sept 6	NSWA Conf. Call	X					
Sept 7	Cow lake 25th	X					115
Sept 9	ICC Caroline	X					133
Sept 10	Council				X		74
Sept 11	Mayor Reeves	X					205
Sept 12	RPAP	X					37
Sept 13	Waste Water Signing	X					74
Sept 14	100 yr Caroline	X	X				133
Sept 16	A+P				X		74
Sept 18	NSWA	X	X	X		X	392
Sept 24	Council				X		74
Sept 25	Ram River Calkins	X					163
Sept 25	Regional Fire		X			X	
Sept 26	CPO SLR	X					74

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Remuneration Calculation

<u>12</u>	Meetings @ \$149.00=	<u>1788.00</u>	<u>1768</u>	Kms @ \$0.54=	<u>954.72</u>
<u>6</u>	Meetings @ \$119.00=	<u>714.00</u>	<u>2</u>	Lunch @ \$16.00=	<u>32.00</u>
<u>3</u>	Meetings @ \$271.00=	<u>813.00</u>			
	Supervision=	<u>850.00</u>			
	TOTAL=	<u>4165.00</u>		TOTAL=	<u>986.72</u>

Signature {Councilor / Board Member}

Clearwater County

Councilor and Board Member Remuneration Statement

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

Name of Councilor / Board Member

EARL GRAHAM

Payment Periods

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

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

Date	Type of Meeting Attended	First 4 Hours \$149.00	Next 4 Hours \$119.00	Next 4 Hours \$119.00	Regular Council Meeting \$271.00	Lunch \$16.00	Mileage @ \$0.54 / km
Oct 1/13	SPOG	✓					90
Oct 7/13	LIBRARY	✓					22
Oct 8/13	COUNCIL				✓		92
Oct 11/13	CAAMOTC	✓	-	-			0
Oct 15/13	AG SOCIETY	✓					22
Oct 15/13	JOINT COUNCIL		✓				92
Oct 16/13	WESTVIEW LODGE.						
Oct 17/13	MPC	✓	✓				92
Oct 22/13	SPOG / AGM / EX	✓					90
Oct 23/13	DRG / MTC				✓		92
Oct 24/13	ORIENTATION / CUFF	✓	✓				22
Oct 25/13	ORIENTATION.				✓		92
Oct 29/13	ORIENTATION				✓		92
Oct 30/13	MTC / ROW	✓					0

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Remuneration Calculation

1	Westview mtg @ 69	69.00				
8	Meetings @ \$149.00=	1192.00	798		Kms @ \$0.54=	430.92
5	Meetings @ \$119.00=	595.00			Lunch @ \$16.00=	
4	Meetings @ \$271.00=	1084.00				
	Supervision=	550.00				
	TOTAL=	3490.00			TOTAL=	430.92

Signature {Councilor / Board Member}

**Clearwater County
Operating
For the Ten Months Ending October 31, 2013**

	<u>Year to date 2013</u>	<u>Budget 2013</u>	<u>Variance 2013</u>	<u>% 2013</u>
Operating Revenue				
Net municipal taxes	\$36,304,421	\$36,288,270	\$16,151	100%
User fees and sales of goods	388,586	1,658,500	(1,269,914)	23%
Government transfers for operating	809,622	1,188,930	(379,308)	68%
Investment income	332,378	413,000	(80,622)	80%
Penalties and costs of taxes	181,357	75,000	106,357	242%
Development levies	14,649	55,000	(40,351)	27%
Permits and licenses	33,370	58,600	(25,230)	57%
Oil Well Drilling Taxes	1,694,464	1,200,000	494,464	141%
Other	238,204	323,500	(85,296)	74%
Total Operating Revenue	<u>39,997,051</u>	<u>41,260,800</u>	<u>(1,263,749)</u>	<u>97%</u>

**Clearwater County
Operating
For the Ten Months Ending October 31, 2013**

	Year to date 2013	Budget 2013	Variance 2013	% 2013
Operating Expenses by Department				
Agriculture Services				
ASB General	\$285,272	\$361,902	\$76,630	79%
ASB AESA	154,806	151,500	(3,306)	102%
ASB Vehicle & Equipment Pool	59,274	91,018	31,744	65%
ASB Vegetation Management	416,213	678,399	262,186	61%
ASB Weed & Pest Control	167,188	192,955	25,767	87%
ASB Public Relations	232	2,350	2,118	10%
	1,082,985	1,478,124	395,139	73%
Community & Protective Services				
Community Services	427,518	1,335,475	907,957	32%
Culture	251,907	248,360	(3,547)	101%
Emergency Services	1,857,322	190,910	(1,666,412)	973%
Economic Development	828,868	851,152	22,284	97%
Peace Officers	387,283	596,947	209,664	65%
Recreation	920,702	4,288,167	3,367,465	21%
Regional Fire Services	1,116,942	1,324,445	207,503	84%
	5,790,542	8,835,456	3,044,914	66%

**Clearwater County
Operating
For the Ten Months Ending October 31, 2013**

	Year to date 2013	Budget 2013	Variance 2013	% 2013
Corporate Services				
Assessment	\$369,896	\$641,537	\$271,641	58%
Finance	281,551	406,359	124,808	69%
General	678,843	1,089,927	411,084	62%
Human Resources	139,083	141,621	2,538	98%
Legislative	296,535	475,317	178,782	62%
Technology & Information Management Services	468,825	754,510	285,685	62%
	2,234,733	3,509,271	1,274,538	64%
Planning & Nordegg				
Planning	446,511	773,043	326,532	58%
Safety	99,857	126,891	27,034	79%
Nordegg	97,531	172,297	74,766	57%
Nordegg Historic Society.	158,463	179,198	20,735	88%
	802,362	1,251,429	449,067	64%
PUBLIC WORKS				
General	686,401	766,350	79,949	90%
Facilities	373,872	665,878	292,006	56%
Gravel Activities	2,068,831	2,132,450	63,619	97%
GIS Mapping	122,033	198,900	76,867	61%
Road Maintenance	2,385,531	3,350,378	964,847	71%
PW Shop	247,905	384,330	136,425	65%
Vehicles & Equipment	2,525,048	3,222,235	697,187	78%
Water & Sewer	907,920	297,999	(609,921)	305%
	9,317,541	11,018,520	1,700,979	85%

**Clearwater County
Operating
For the Ten Months Ending October 31, 2013**

	<u>Year to date 2013</u>	<u>Budget 2013</u>	<u>Variance 2013</u>	<u>% 2013</u>
Contingency		\$1,020,876	\$1,020,876	0%
Total Operating Expenses	<u>19,228,163</u>	<u>27,113,676</u>	<u>7,885,513</u>	<u>71%</u>
Excess of Revenue over Expenses	<u>20,768,888</u>	<u>14,147,124</u>	<u>6,621,764</u>	<u>147%</u>