

**CLEARWATER COUNTY COUNCIL AGENDA**  
**May 10, 2016**  
**9:00 A.M.**  
Council Chambers  
4340 – 47 Avenue, Rocky Mountain House, AB

**10:30 A.M. Delegation: Arbutus Community Hall Grant Request**

**11:00 A.M. Delegation: Alberta Municipal Affairs Linear Property Assessment Team**

**A. CALL TO ORDER**

**B. AGENDA ADOPTION**

**C. CONFIRMATION OF MINUTES**

1. April 26, 2016 Regular Meeting Minutes

**D. PUBLIC WORKS**

1. Clearwater County Administration Building and Operations Facility Overview
2. Contractor Rate Review
3. North Development Cropping Plan

**E. COMMUNITY & PROTECTIVE SERVICES**

1. 2016 Parades
2. Clearwater Regional Tourism
3. 10:30 A.M. Delegation: Arbutus Community Hall Grant Request – Elliott Dietrich
4. Royal Canadian Legion Caroline Branch Request

**F. CORPORATE SERVICES**

1. 2016 Tax Rate Bylaw – Third Reading
2. 11:00 A.M. Delegation: Alberta Municipal Affairs Linear Property Assessment Team – Michael Tautchin, Operations Manager; Mike Minard, Well & Pipeline Advisor; and Brenda Therrien, Utilities Advisor

**G. MUNICIPAL**

1. May 30 Open House Format – *ITEM TO FOLLOW*

**H. INFORMATION**

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

## I. ADJOURNMENT

### ***POSTPONED ITEMS***

<b><u>Date</u></b>	<b><u>Item, Reason and Status</u></b>
03/08/16	<b>087/16 Condor Community Centre Grant Request</b> STATUS: Pending Information, Community & Protective Services/Public Works
03/08/16	<b>091/16 Taimi Hall Grant Request</b> STATUS: Pending Information, Community & Protective Services
03/08/16	<b>099/16 Letter of Support Request – Rural Physician Action Plan</b> STATUS: Pending Information, Rocky-Caroline-Clearwater Physician Recruitment and Retention Committee, Community & Protective Services



## Agenda Item

<b>PROJECT:</b> Clearwater County Administration Building and Operations Facility Overview		
<b>PRESENTATION DATE:</b> May 10, 2016		
<b>DEPARTMENT:</b> Public Works	<b>WRITTEN BY:</b> Erik Hansen	<b>REVIEWED BY:</b> Marshall Morton/Ron Leaf
<b>BUDGET IMPLICATION:</b> <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input checked="" 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) Bylaw: _____ Policy: _____		
<b>STRATEGIC PLAN THEME:</b> Managing our Growth	<b>PRIORITY AREA:</b> Local Economy Objective – 1.3 Generate an innovative local economy that stimulates opportunities for investment, business and training.	<b>STRATEGY:</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> Concept Design Report, Concept Site Plan and detailed Floor Plan		
<b>RECOMMENDATION:</b> That Council reviews the information provided and receives as information		

## History

In 2009, the Clearwater County Strategic Plan identified the need to address the County's accommodation deficit. Mitigation measures in 2010 included the purchase of the PEAK Energy building to accommodate the additional needs of C.C.C.P.S and Public Works. In addition, the administration building was renovated in 2010 to maximize all available space for staff. Although not ideal, these interim solutions were intended to provide the County time to find a suitable site and construct a building that would meet the growing needs of the organization.

The 2013 budget reflected the allocation of funds for the purchase of land and the development of a Salt / Sand Storage facility in the Rocky area. The land was to be sized to accommodate the future administration building. Throughout 2013 and 2014

the County explored many options including a joint development with other public organizations. It was determined that the County would move forward with an independent development while providing opportunity for future public partnerships. The 2015 budget included the purchase of land and the funding to begin the preliminary design for a new facility. A thorough land investigation process led to the purchase of the NE 3- 40-7 W5M in July, 2015 with a condition that limited occupancy until December 2015. The selection of this property met the objectives as a suitable site for the County's facilities and the promotion of future opportunities with its size and location. (Located In the heart of the I.D.P.) Staff retained the services of Pivotal Project Management through a Request for Proposal (RFP) process in October, 2015. With the assistance of PIVOTAL, Clearwater County issued a RFP for a design consultant with the successful proponent being BR2 Architecture. The County also retained WSP Engineering to design and tender two salt /sand storage facilities located in Rocky and Caroline and develop a site grading plan for each.

As per the discussion during the 2016 budget deliberations, this project is proposed in two distinct phases. Phase 1 includes the design of the administration building, in its entirety, combined with the construction of a portion of the building. This phase supports the Public Works and the Agricultural Services departments combined with IT support from Corporate Services.

Phase 2 includes the construction of the balance of the Administration Building that supports the needs of Corporate Services, Planning and Development, Community and Protective Services and Council.

Since February of this year, the design team has been working on the functional programming and conceptual design for the buildings and the site. The project scope includes, the design and construction of an operations building (Admin Ph1), service shop, heated storage building, salt / sand storage facility, chemical storage building/ gate house and two cold storage buildings. The footprint of this development is approximately 24 Acres.

### **Development Philosophy**

Along with addressing the current accommodation deficit that the County is facing, the new County Facility is intended to improve the delivery of services to the public. Combining all current County functions on a common site and within connected structures is a sound example of maximizing efficiency. The quality of the design will be experienced and measured by the public, Council and staff. Addressing the public's expectations of service from staff in the new facility is a key component of the success of this project. The design of the new facility must also provide the staff and Council with an effective and functional environment to conduct County services. A well designed and constructed

facility will provide an opportunity to continue to attract high caliber employees to the County and contribute to staff retention.

This new facility will be designed to serve the County for a 50 year life span. In addition, the design of the facility will be adaptable to allow for changes in service delivery not yet envisioned and expansion of the facility as the County continues to grow. With an ever evolving provincial government and the list of down loading of services continuing to increase, it is prudent to plan in a manner that will allow for the evolution of municipal services. A 50 year municipal building must be durable, be constructed from materials that require little or no maintenance, and be energy efficient. These objectives must extend to all facets of the design including the structure, mechanical systems and electrical components. The long term success of a building is dependent upon the appropriate selection of mechanical and electrical equipment that can be serviced and maintained locally where practical.

The current economic conditions present an opportunity for significant cost savings. Projects of this nature were typically priced at an average of over \$300/ ft<sup>2</sup> two years ago, whereas our consultant has projected mid to low \$200/ ft<sup>2</sup> for this project. In addition, the availability of quality contractors is higher.

## **Design Methodology**

The overall facility concept provides the optimal solution considering the long-term master plans for County services, anticipated site development, operational requirements, programming requirements and budget parameters.

## **Objectives**

The following primary objectives guided the design process.

- Ensure all programmatic requirements are achieved
- Facilities are to be easily accessible for all residents.
- Creation of a facility with public presence that the community would be proud of.
- Incorporation of sustainability concepts where practical.
- Adherence to a practical budget

## **Concept Plans**

The attached concept plans include the overall site plan as well as the building footprint. The detail provided is simplistic and is intended to provide the general layout of the development. As we move further into the process, detailed drawings and renderings will become available. The concept design report is also attached for Council's review.

See Attached

**Phase 1** (as proposed)

- Administration Building – 21,580 ft2
- Service Shop (includes mezzanine) - 28,427 ft2
- Heated Storage (includes mezzanine) - 21,000 ft2
- Chemical Storage/ Gate Office- 1,700 ft2

**Phase 2** (as proposed)

- Administration Building – 21,980ft2

Staff is requesting that Council review these concept plans indicate their support or identify any questions or concerns you may have.

**Timeline**

Table 1 describes the project milestones and associated completion dates established for the development.

**Table 1**

<b>Project Milestone</b>	<b>Completion Date</b>
<b><u>Milestone 1</u></b> - Functional Programming/Conceptual Design	May 10, 2016
<b><u>Milestone 2</u></b> - Schematic Design	May, 2016
<b><u>Milestone 3</u></b> - Open House	May 30, 2016
<b><u>Milestone 4</u></b> - Design Development	June, 2016
<b><u>Milestone 5</u></b> - Construction Documents	July, 2016
<b><u>Milestone 6</u></b> - Construction Procurement/ Contract Award	August 23, 2016 (Council Meeting)
<b><u>Milestone 7</u></b> - Construction/ Contract Administration Owner Moved In	November 21, 2017
<b><u>Milestone 8</u></b> - Deficiencies/ Commissioning/ Close- Out/ Year End Warranty	November 21, 2018

## **Project Estimates and Funding Model**

As presented during the 2016 budget deliberations, this project is proposed over the 2016/2017 budget cycles. The current budget reflects the estimates for Phase 1 only. The following tables identify the project estimates for phase 1 and 2 as well as a proposed funding strategy. These estimates will be updated through the detailed design and tendering process to assist in determining actual costs.

**Table 2**

<b>Phase 1 Estimate Schedule (As per the 2016, 2017 Approved Budget)</b>	
Site Engineering and Grading	\$ 1,272,000.00
Salt/ Sand Storage Facility	\$ 1,300,000.00
Internal Road Paving	\$ 560,000.00
Project Engineering and Project Management	\$ 1,280,000.00
Building and Facility Construction	\$ 14,400,000.00
Audio/ Visual/ Furniture/ Equipment	\$ 632,500.00
Inspections and Geotechnical	\$ 95,000.00
Deep Utility Servicing (Private System)	\$ 2,000,000.00
Internet Servicing	\$ 350,000.00
Cold Storage Buildings	\$ 100,000.00
<b>Total</b>	<b>\$ 21,989,500.00</b>

**Table 3**

<b>Phase 1 Funding Strategy</b>	
Carry Over From 2015	\$ 2,764,547.00
Sewer Reserve	\$ 2,000,000.00
High Speed Internet Reserve	\$ 350,000.00
MSI Funding (2016)	\$ 5,318,053.00
County Facility Reserve	\$ 3,268,975.00
Public Works Capital Reserve	\$ 1,486,793.00
Paved Roads Reserve	\$ 1,560,000.00
MSI Funding (2017)	\$ 5,241,132.00
<b>Total</b>	<b>\$ 21,989,500.00</b>

Table 4

<b>Phase 2 Estimate Schedule</b>	
Project Engineering and Project Management	Included in Phase 1
Building and Facility Construction	\$ 6,000,000.00
Audio/ Visual/ Furniture/ Equipment	\$ 532,500.00
Inspections and Geotechnical	Included in Phase 1
<b>Total</b>	<b>\$ 6,532,500.00</b>

Table 5

<b>Phase 2 Funding Strategy</b>	
Sale of Building Assets	\$4,500,000.00
Operating Surplus 2016	\$ 632,811.00
Public Works Capital Reserve	\$ 313,207.00
Tax Rate Stabilization	\$1,086,482.00
<b>Total</b>	<b>\$6,532,500.00</b>

### **Moving Forward**

BR2 Architecture has commenced Milestone 2 of the design process which includes Schematic Design. This includes a more detailed analysis of the functional program and conceptual design such as spatial relationships, adjacency requirements, various flows of parking, yard traffic etc. This phase also includes the creation of mechanical, electrical, and civil design concepts. The site grading plan is almost complete and will be tendered in the coming weeks. The site work will commence as early as possible, with this work scheduled to be completed prior to the building construction.

BR2 Architecture and PIVOTAL project management are working together to formulate a Request for Qualifications (RFQ) document that will be publicly advertised.(Mid- May) The intent is to develop a list of qualified, capable contractors that will be provided the opportunity to bid on the building and facility construction.

An Open House has been scheduled for May 30, 2016 at Dovercourt Hall starting at 7:00pm to provide information and solicit feedback on the conceptual design from the public.

Tendering for construction of the buildings and facility is scheduled for early July. The bid contract will include Phase 1, with Phase 2 as a deletable schedule. This will provide Council the opportunity to review actual costs of the project in its entirety. At that time Council may decide to move forward with Phase 1, or Phase 1 and 2.



May 03, 2016  
Project No. 216301



CLEARWATER  
COUNTY

NEW ADMINISTRATION BUILDING AND OPERATIONS FACILITY  
ROCKY MOUNTAIN HOUSE, ALBERTA  
CONCEPT DESIGN REPORT

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## 1.0 Executive Summary

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## 1.0 EXECUTIVE SUMMARY

In January of 2016, BR2 Architecture were selected to work with representatives from the Pivotal Projects' Management Team and Clearwater County to design the County's New Administration Building and Operations Facility

It is intended that the proposed new County complex will be designed to accommodate five County Departments and a variety of support facilities that includes an Administration Building, a Vehicle Service Building, a heated Vehicle Storage Building, and Chemical Storage Building. The Administration Building is to be connected to the Vehicle Service Building via a link, the heated Vehicle Storage and Chemical Storage buildings will be freestanding on the site. The proposed new Administration Building is to be designed as a phased concept for budget management of the project. The proposed new facilities are to be located on a 24 acre gravel yard within a new 160 acre site, 2 kilometers north (NE3 40-7-W5M) of the Town of Rocky Mountain House.

A detailed spatial needs analysis was developed by the Pivotal Projects' Management Team in conjunction with County representatives that formed the basis of the facilities initial spatial planning concepts.

A Design Committee was established that includes representatives of BR2 Architecture, Pivotal Projects' Management and Clearwater County to develop a concept for the site that meets the programmatic, functional and financial requirements of the overall project.

The maintenance and management of the overall construction budget has been key in the evolution of the site and building design concept. Maintaining the phased approach to the Administration Building allows the flexibility required for a project of this size.

The phasing of the project as initially proposed would allow two departments accommodated in Phase 1 and three additional departments accommodated in Phase 2. Phase 1 would include Public Works, Agricultural Services and a minor component of Corporate Services including reception and common areas. Phase 2 would include the balance of Corporate Services, Planning & Development and Community and Protective Services.

The overall scope for Phase 1 of this project will include at a minimum 24 acres of gravelled yard, the two department Administration Building, the Service Shop, the heated Storage Building and the Chemical Storage Building.

Along with bi-weekly design meetings, a highly interactive workshop process was initiated with each of the five primary departments being incorporated into the two phases of the facilities design.

It was established early in the building evaluation process that a two storey building would be appropriate for the new Clearwater facility. The stakeholder workshop process tested the initial spatial needs analysis as provided, and however, clearly defined spatial relationship requirement opportunities and challenges, associated with the two storey concept.

In addition to the stakeholder workshops, the Design Committee, staff and Clearwater Council toured three recently constructed facilities – Lacombe County, Kneehill County and Red Deer County. The facility tours were extremely valuable for the design evolution of the new Clearwater facilities identifying a full range of likes and dislikes.

The feedback collected from the design meetings, workshops and the facility tours have further refined the building programs, defined spatial relationships, and yielded a site and building concept that reflects the current and future needs of Clearwater County.

The overall area requirements for the new Clearwater County facilities concept are to include:

- **Administration Building**
  - Entry and Lobbies
  - Council Chambers and Offices
  - Public Works
  - Agricultural Services
  - Corporate Services
  - Planning and Development
  - Community and Protective Services
  - Boardrooms
  - Expansion Offices
  - IT Offices/Workrooms
  - Staff Lunch
  - Emergency Operations Room
  - Storage Rooms
  - Copy Rooms
  - Records Vault
  - Washrooms
  - Support Service Areas
  
- **Vehicle Services Building**
  - Public Works Shop
  - Offices
  - Agricultural Services Shop
  - Parts/Receiving and Storage
  - Shop Change Rooms
  - Multipurpose Area
  - Wash Rooms
  - Mezzanine Lunchroom

- Library
- Shop Laundry
- Washrooms
- Wash Bay
- Support Service Areas
  
- **Heated Vehicle Storage Building**
  
- **Chemical Storage Building**

## 2.0 Background

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## 2.0 BACKGROUND

Beginning in January 2016, of BR2 Architecture have been meeting bi-weekly with the Pivotal Projects' Management Team and Clearwater County representatives on the refinement of site and building concepts for this project. Through the highly interactive workshop process, existing facility site reviews, the proposed Clearwater County facilities site and building concept has evolved from an idea into an overall vision for the development.

Through the evolution of the proposed design concept there were key elements identified by the Design Committee that were essential to the successful development of this facility.

- A master planned site (24 acres).
- The consolidation of County Administration, Public Works, Agricultural Services, Planning and Development, Corporate Services, and Community and Protective Services into a single multi-use facility that would be a phased development.
- Practical sustainability concepts.
- A conservative rural municipal building aesthetic.



### 3.0 Concept Design Approach

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### **3.0 CONCEPT DESIGN APPROACH**

#### **3.1 Project Methodology**

The appropriate evolution of a development as significant as the Clearwater County project requires an experienced design team. For the refinement of the program, constructability, serviceability, building code and life/safety requirements, BR2 Architecture commissioned the following consultants to assist with the development of the overall facility design concepts.

- Structural – Walters Chambers & Associates
- Mechanical – Concept Engineering Ltd.
- Electrical – Concept Engineering Ltd.
- Civil – Arrow Engineering Inc.
- Landscape – Douglas Walters Landscape Architect Ltd.
- Quantity Surveyor/Cost Consultant – Cuthbert Smith Group Inc.

In order to refine the program, project parameters and the guidelines for the evolution of a vision for the Clearwater County facilities concepts proposed in this report. The BR2 Team worked in conjunction with the following individuals:

##### **.1 Client Team**

###### **Clearwater County**

- Ron Leaf, Chief Administrative Officer
- Ted Hickey, Director, Community and Protective Services
- Matt Martinson, Director, Agriculture Services
- Rudy Huisman, Director, Corporate Services
- Rick Emmons, Director, Planning and Development
- Marshall Morton, Director, Public Works
- Erik Hansen, Manager, Infrastructure

###### **Clearwater County Council**

- Patrick Alexander, Reeve (Division 7)
- Earl Graham, Deputy Reeve (Division 6)
- Theresa Laing, Councillor (Division 5)
- John Vandermeer, Councillor (Division 4)
- Curt Maki, Councillor (Division 3)
- Kyle Greenwood, Councillor (Division 2)
- Jim Duncan, Councillor (Division 1)

###### **Pivotal Projects**

- Tony Nunes, Senior Project Manager
- Joe Ebeid, Project Coordinator

At this time, we thank those individuals and all County staff for their valued input and support.

## **.2 Consultant Team**

### **Architectural/Programming – BR2 Architecture**

- Jim Carey, Senior Partner
- Steven Bushnell, Senior Partner
- Jason McConaghie, Architectural Designer/Technologist

### **Structural Engineering – Walters Chambers & Associates**

- Richard Walters, Principal

### **Mechanical Engineering – Concept Engineering Ltd.**

- Evan McCoy, Senior Mechanical Engineer

### **Electrical Engineering – Concept Engineering Ltd.**

- Jason Geisler, Principal

### **Civil Engineering – Arrow Engineering Inc.**

- Mike Shankaruk, Vice President/Senior Project Manager

### **Landscape – Douglas Walters Landscape Architect Ltd.**

- Douglas Walters, Principal

### **Quantity Surveyor/Cost Consultant – Cuthbert Smith Group Inc.**

- Chris Holden, Principal

## **3.2 Site Development**

The proposed site for the new facility was identified early in the design process and is 24 acres located on a 160 acre parcel (NE3 40-7-W5M) 2 kilometers north of Rocky Mountain House.

The 24 acre development for the Clearwater County facility is envisioned to be a fully serviced site and includes a storm water pond, salt/sand storage facility as well as two cold storage facilities. The Service component will be enclosed by an 8 foot chain link fence with controlled gates at access and egress points. The Administration component will provide the public front to the development. The Service Yard will be gravelled and the parking lot for the Administration Suites will be a combination of light duty and heavy duty asphalt depending upon the loading requirements of the roadways.

## 4.0 Concept Design Development

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## 4.0 CONCEPT DESIGN DEVELOPMENT

### 4.1 Design Approach

#### .1 General

The overall facility concept provides the optimal solution considering the long-term master plans for County services, anticipated site development, operational requirements, programming requirements and budget parameters.

#### .2 Objectives

The following primary objectives guided the design process:

- Ensure all programmatic requirements are achieved.
- Facilities are to be easily accessible for all residents.
- Creation of a facility with a public presence that the community would be proud of.
- Incorporation of sustainability concepts where practical.
- Adherence to a practical budget.

#### .3 Design Concept

The design concept for this facility was to unify the five County Departments into one multi-use, integrated public facility that effectively services the County. Phase 1 of the development will include a two department model for the Administration Building plus a Vehicle Service Shop, a heated Vehicle Storage Shop and a Chemical Storage Building. Phase 2 will include the balance of the three additional County departments. The new building will also reflect accessibility, accountability and the progressive nature of services offered by the County.

### 4.2 Site

The consideration of building orientation, accessibility, vehicle circulation, sufficient parking areas, site serviceability, and security were all important issues in the development of the site concept.

The northeast corner of the site was determined to be the most practical and favourable location for facilities on the site.

Early in the workshop process, it was determined that there were significant differences in the individual public access, equipment access and yard requirements between the Administration and Public Works and functions on the site. Public access to the administrative programmed areas needed to be convenient and prominent on the site. Access to Operations facilities had to be visible but secondary to public Administration parking. The Operations facilities lot also needed to be fenced in and secure. A decision was made to split the two usages on the site and maximize accessibility and security on the site.

An overall Concept Site Plan is provided in **Appendix A**.

### **4.3 Building Concept**

The design of the proposed new Administration Building accommodates both phases of the project to ensure maximization of efficiency overall.

The proposed building concept for the new Clearwater County Administration Building and Vehicle Service Building focused on the integration of all five departments into one facility. There was a desire to create a facility that reflects accessibility, accountability, sustainability and progressive modern administration.

Although the site encompasses more than 160 acres, careful consideration was given to the programmatic implications and cost differences between constructing a single storey facility or a facility with multiple storeys. It was felt that a facility or part of a facility with more than one storey would improve the proximity and functionality of program areas and could generate significant cost savings overall, while also reflecting a more dominant silhouette in the landscape.

Through the interactive workshop process, it was established that two distinct facilities that are linked, separating administrative program areas from service related areas was prudent and practical. In addition, the more service oriented Vehicle Service component could be constructed as more of an industrial facility, were the Administration wing will be constructed to reflect the prominence and permanence of the County.

Architecturally, it is intended that similar materials are incorporated in both wings to ensure the continuity of both facilities but reflect the inherent differences.

#### **Administration**

Conceptually for the Administration facility, it was essential that not only were the basic programmatic requirements achieved but that there was a clarity to the organization and structure of this public facility. The public areas were designed to be open and be the “heart” of the facility. From the “heart”, visual clarity and orientation is established reinforcing welcome, accessibility and safety.

The key public areas are accessed directly off of the “heart”. Council Chambers opens into the public common area. It was important to reflect the public’s ability to access Council through the Chamber’s prominence to the building lobby both on the interior and exterior. The reception area was located directly on the building access for immediate visual identification to also reflect the public’s accessibility to all services offered or provided by the County.

Natural light is an important element in the design of the new Administration facility. A fully glazed entry detail brings a modern fresh aesthetic to the facility while allowing copious amounts of light into the “heart” of the building. In addition, clerestory natural lighting will enhance the light airy feeling of the “heart” and Council Chambers.

Key circulation elements are also visually accessible from the “heart” as are public washrooms. The Administration offices are practically and efficiently oriented around the building maximizing access to daylighting options.

The Administration facility is also designed to ensure control of public accessibility. Public areas are primarily located on the main floor; however, a small second floor reception area is required for Public Works, and Community and Protective Services in Phase 2. Staff areas will be clearly separated from public areas, transparency and access to natural light will be maintained.

### **Vehicle Service Shop**

The administrative component of these departments, lunchroom, parts room and change rooms are appropriately located in the Administrative wing adjacent to the Service wing. The Service wing of this facility is more utilitarian in nature and is primarily oriented around serviceability and function. The second floor of this facility will be used by all staff and includes multipurpose room, washrooms, a meeting room, storage and mechanical.

The Service component is linked through a service corridor to the Administration wing. The building is twisted on its axis to provide efficient access for maintenance and service equipment access. Four vehicle service bays, a facility bay, fabrication bay, a sign bay and wash bays make up the balance of the new Service and Maintenance facility. With overhead doors at each side of the facility, raised washing catwalks and accommodation of future overhead cranes, and expansion potential, this facility is designed to service the County for many years.

### **Heated Vehicle Storage Building**

The proposed heated Vehicle Storage Building is designed as a 100 ft. x 200 ft. 10 double bay facility. This building will be developed with minimal support facilities and is primarily designed to store a variety of Public Works, Agricultural Services, Waste Management and Community and Protective Services vehicles. The building is proposed to be a pre-engineered structure.

Detailed floor plans for the building concepts are provided in **Appendix B**.

## **4.4 Building Image**

As a municipal building in the County it will be essential for the new facility to reflect permanence and durability yet accessibility. It is intended that the new facilities aesthetics will reflect the rural agrarian roots of the community, and will be scaled appropriately. It is also essential that these facilities reflect an Administration that is practical and not ostentatious.

## **4.5 Sustainability and Energy Efficiency**

Sustainability is an essential part of the development of any facility in the 21<sup>st</sup> Century. The proposed Clearwater County facility will be considered “leading edge” with the incorporation of practical sustainability concepts into the design.

Initial concepts proposed for this facility includes:

- High Quality Building Envelope
- Efficient Heating and Cooling Systems
- Water Reducing Fixtures
- A Building Management System
- An Increased Level of Daylighting and Views
- Drought Resistant Landscaping
- Potential implementation of Solar Panels
- Looking at various Servicing Options

#### 4.6 Building Construction Type

The Administration Building can be built as either non-combustible or combustible type of construction as defined within the Alberta Building Code. The Shop and heated storage buildings are recommended to be constructed as non-combustible structures with a potential for these buildings to have pre-engineered structures. The Chemical Storage Building can be constructed as either non-combustible or combustible construction with an option for all or a portion of this building to be pre-manufactured.

In general, the Alberta Building Code allows for the building area to be larger when constructed as non-combustible. A large building footprint can be subdivided into smaller “buildings” by dividing the floor with fire walls. The size and means of construction is significantly impacted by the addition or deletion of a fire suppression sprinkler system. In the case of this project, a study has been completed to consider the addition of a wet fire suppression sprinkler system for both the Administration and Shop buildings. Both the Administration and Shop buildings can be constructed without a fire suppressions sprinkler system; however, several fire walls would be required in both buildings and the distance between emergency exits would decrease and additional exits required.

Considering the number of fire walls required the addition of exits and the impact to fire separations floor to floor, it is recommended that a fire suppression sprinkler system be provided.

#### 4.7 Combustible or Non-Combustible Construction

Provided a fire suppressions sprinkler system is provided within the Administration Building, either a combustible or non-combustible structure is viable. A wood framed building will require a ¼ fire separation between the main and second floors whereas a steel structure will only require a smoke separation.

The layout of the Administration Building with regular corridors and offices can accommodate a load bearing wood frame wall system supporting a wood floor and roof system. A steel structure is also suited to the regular placement of corridors and partitions for locating steel support columns. Both means of construction can be utilized for the construction of a low slope roof or in the case of a wood framed structure a pitched wood truss roof would be possible.



A steel structure will provide more flexibility during design as longer spans of beams and joists are practical with fewer and concentrated columns as opposed to load bearing walls for wood construction. Steel floor and roof systems are typically engineered as open web structures permitting the passage of electrical and mechanical within the depth of the joist. An Administration Building with a steel super-structure will have partitions constructed from non-load bearing steel stud walls which can be relocated or removed for future renovations. Removing or relocating wood load bearing walls would be difficult and in some cases impractical.

The erection of a wood frame structure is linear and includes the exterior walls, sheathing and interior partitions as a linear flow of work. Wood framing materials are readily available and modifications or corrections can be addressed in the field as the work progresses. Steel superstructures require pre-construction planning for detailing fabrication (shop) drawings, yard fabrication and delivery. Once the steel material is on site the erection of the superstructure is faster than a wood structure and the building can be hoarded and heated to allow for wall framing, mechanical and electrical rough-in work to proceed.

Steel structures are less prone to movement and are not subject to the shrinkage experienced with wood structures and therefore exhibit less cracking of finishes. Steel structures are “trued” in the field for vertical and horizontal alignment which results in tighter tolerance of components located in the wall and floor assembly such as windows, doors, mechanical and electrical penetrations.

Non-combustible structures do restrict the extent of organic materials within the wall, floor or roof assemblies, only limited amounts of wood product are allowed for blocking and roof curb framing. Limiting the amount of wood product reduces the potential for mold during and post construction. Non-combustible structures are typically detailed as an external insulation system, meaning all thermal insulation is located exterior of the wall and roof sheathing whereas wood frame construction typically has the insulation located in the all stud or roof joist cavity. Exterior insulated systems benefit from a continuous air/vapour membrane on the exterior of the sheathing which can be inspected as the work progresses and can be repaired during construction. Most air/vapour barrier membranes are self sealing while conventional polyethylene used in wood frame buildings cannot be inspected once covered with wall board and is not self sealing. Steel framed buildings with a steel stud and exterior insulated wall assembly offer superior building envelope performance over conventional wood frame wall construction. In some cases wood frame buildings adopt the exterior insulation methods of non-combustible construction but additional levels of detail are required at window and door opening and roof intersections.

Second floor steel structures when constructed as concrete poured in place to a metal deck typically provide better sound isolation than wood structures. Sound isolation of mechanical rooms on second floors can be enhanced by specifying thicker concrete floor assemblies. Sound transfer through ceilings is typically less in steel structures due to the wider spacing of support members and that all ceilings are suspended rather than fastened to the underside of wood joists.

Large wood frame structures are typically specified for multi-storey residential buildings where the available framing sub-trades are familiar with residential standards of wood frame construction. The engineering for residential type framing is similar for both apartment/condominium and hotel/motel type construction and provided conventional polyethylene/insulated stud cavity method are specified these projects are regularly constructed without issue. The Administration Building will require variances to framing details from standard apartment construction and will require a framing crew experienced with institutional type construction.

For a general contractor a wood frame building will result in additional site waste, clean up and will have an impact on the contractor's course of construction insurance and COR insurance. Framing sub-trade availability will be limited.

BR2 contacted two major general contractors operating in Alberta for an opinion on the cost differential between combustible and non-combustible construction. In addition we sought the advice of cost consultant – Cuthbert Smith Group Inc. Though the pros and cons were slightly different across the board, the general consensus is that a wood frame building will be up to 2% less expensive to construct with the provision that a skilled framing sub-trade is contracted and that the weather during the framing period is not unseasonably wet or cold.

It is the opinion of BR2 Architecture that given the narrow margin of potential cost saving between combustible and non-combustible construction that a steel structure be specified for this project.

Appendices

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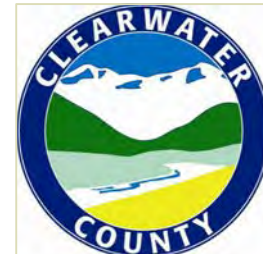
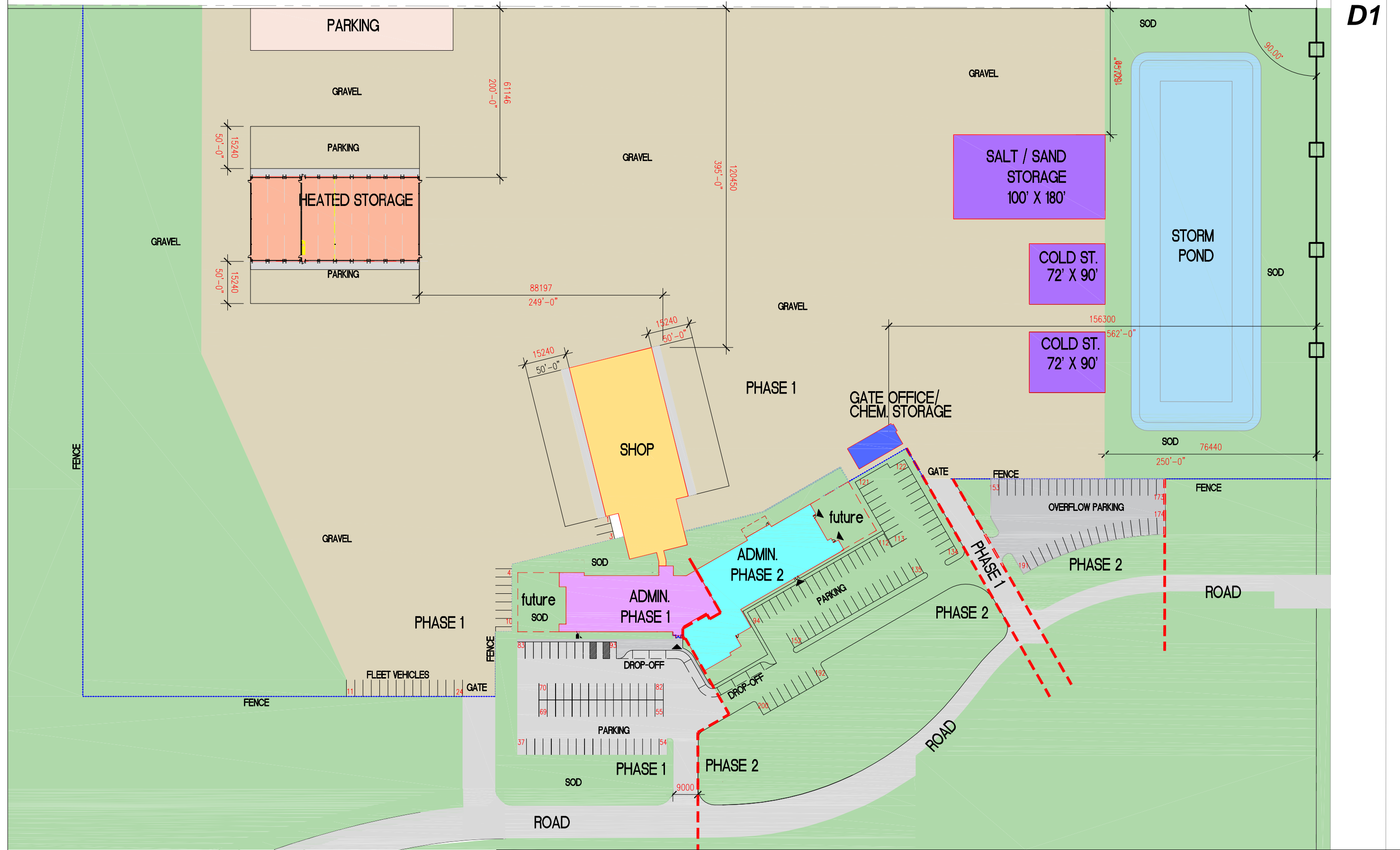
Appendix A – Concept Site Plan

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Appendix B – Detailed Floor Plans

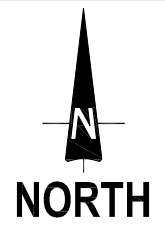
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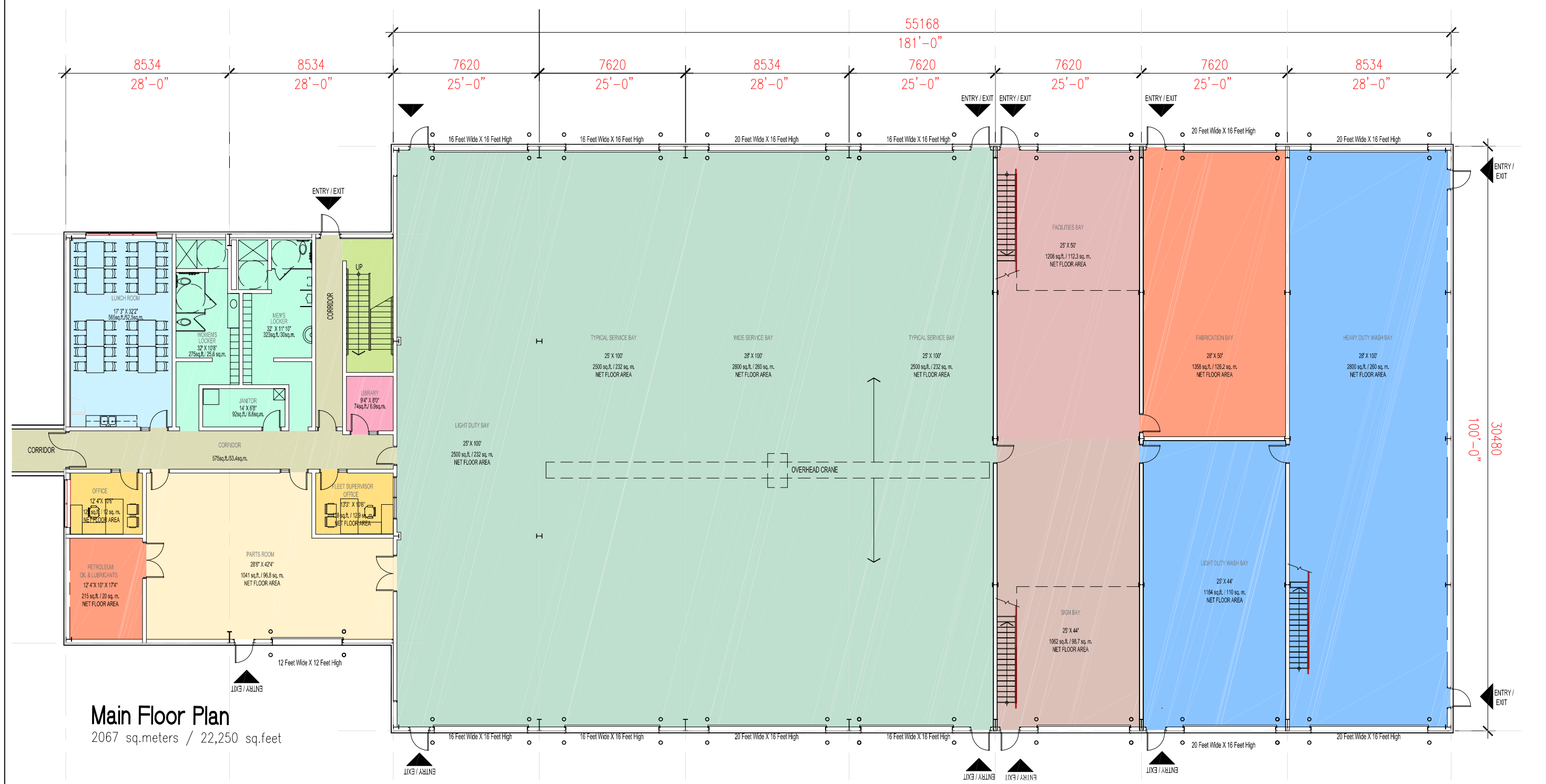
**CLEARWATER COUNTY**  
**Administration Building and**  
**Operations Facility**



**CONCEPT SITE PLAN**



May 06, 2016



**Main Floor Plan**  
2067 sq.meters / 22,250 sq.feet



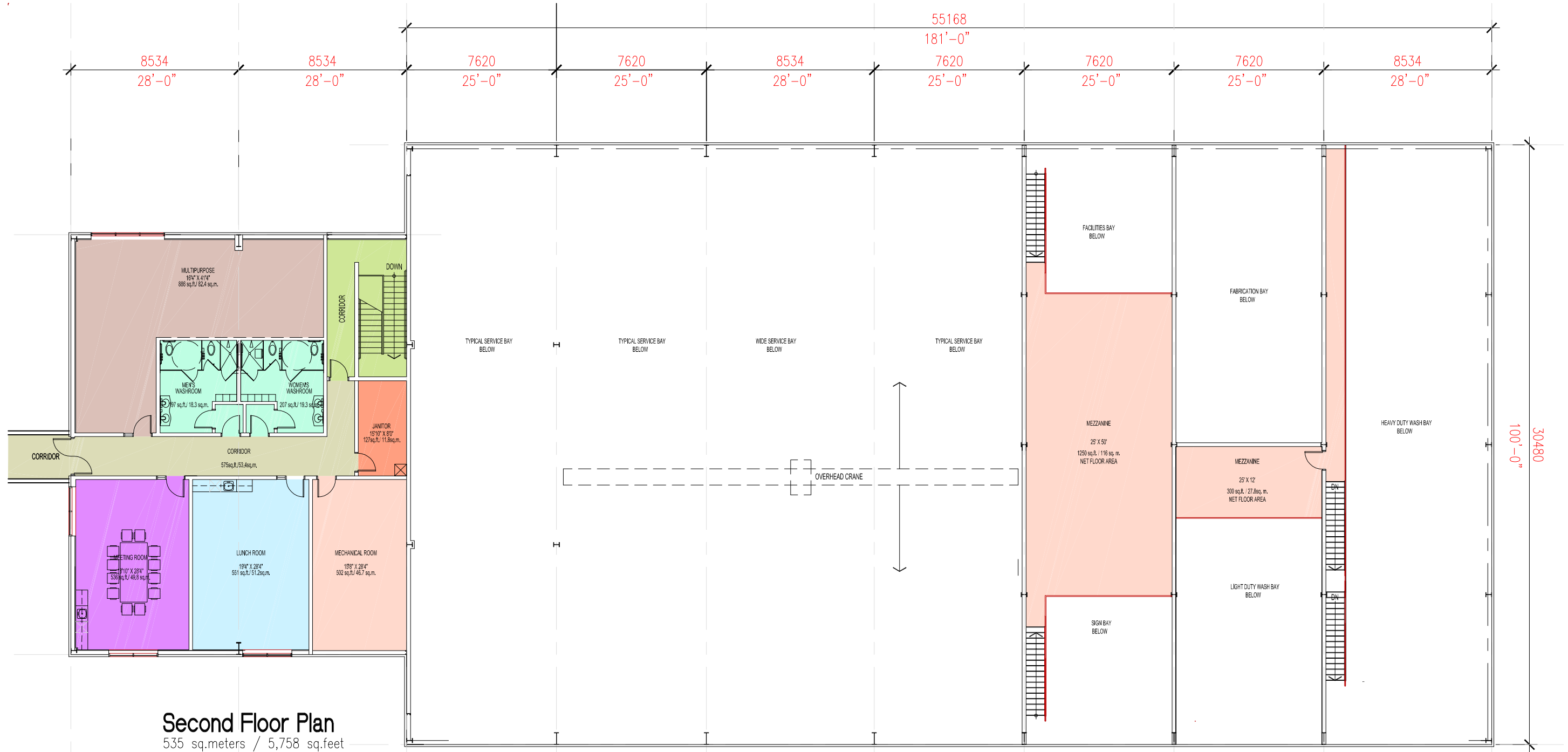
**CLEARWATER COUNTY**  
Administration Building and  
Operations Facility



**CONCEPT  
OPERATIONS FACILITY  
MAIN FLOOR PLAN**



May 06, 2016



**Second Floor Plan**  
535 sq.meters / 5,758 sq.feet



**CLEARWATER COUNTY**  
Administration Building and  
Operations Facility



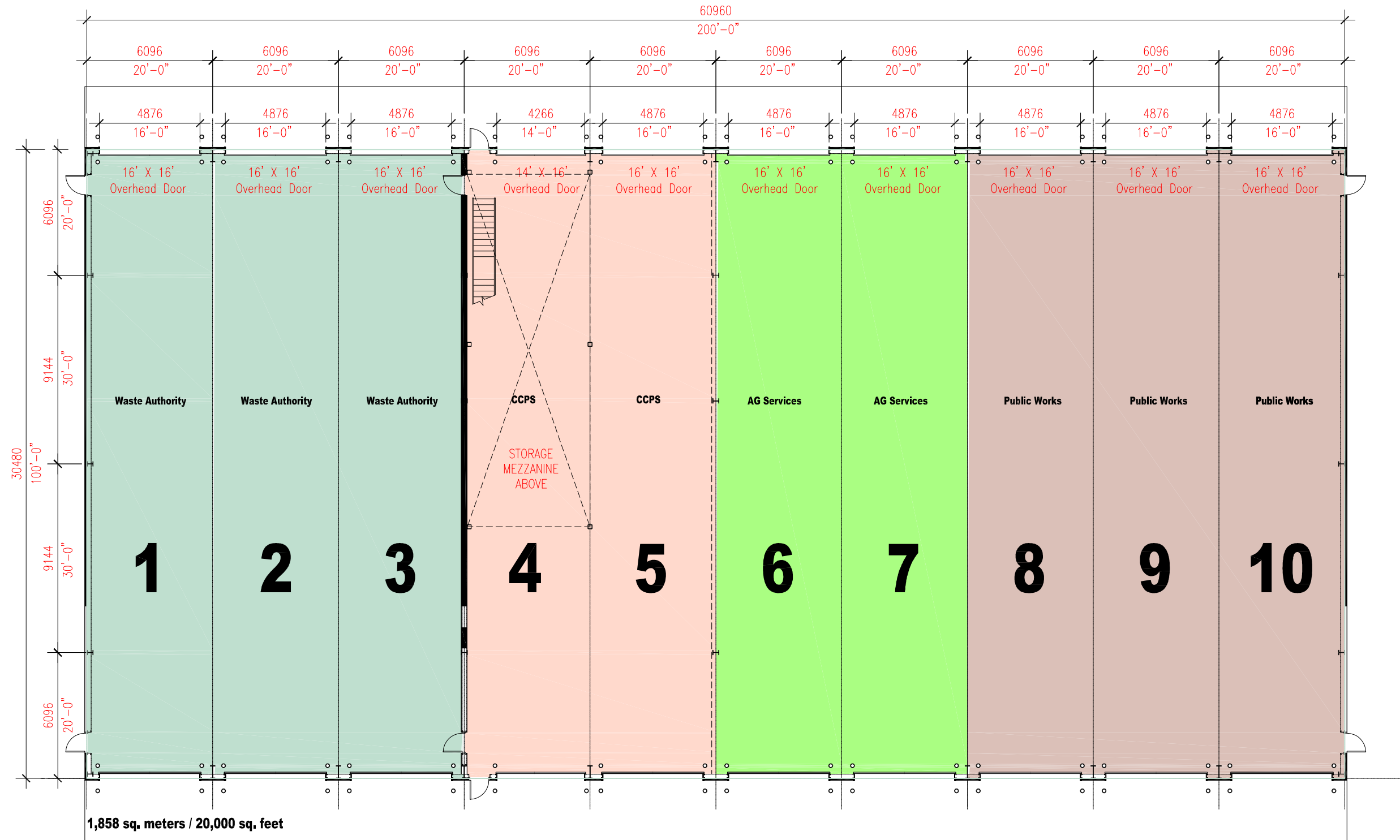
**CONCEPT**  
**OPERATIONS FACILITY**  
**SECOND FLOOR PLAN**



**NORTH**

May 06, 2016



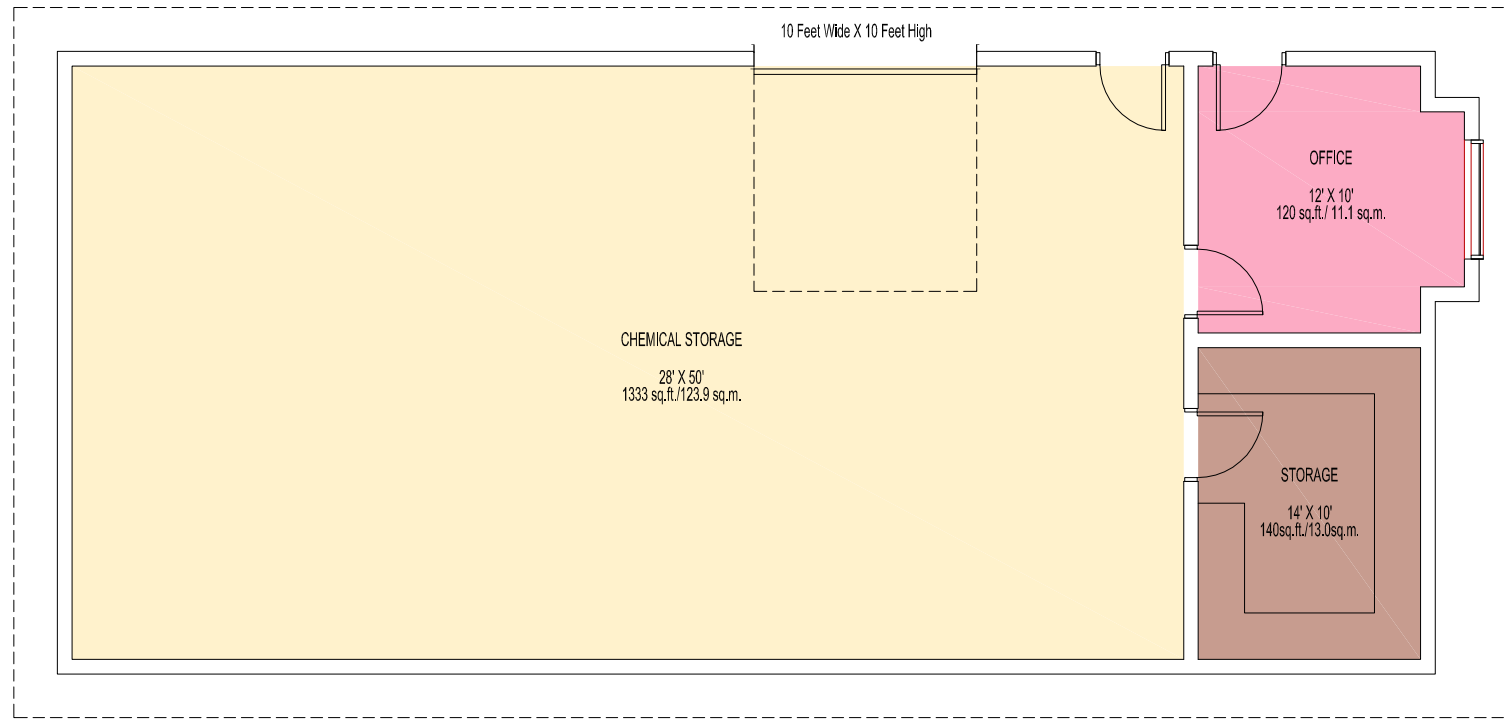


**CLEARWATER COUNTY**  
**Administration Building and**  
**Operations Facility**



**CONCEPT**  
**HEATED STORAGE BUILDING**  
**MAIN FLOOR PLAN**

May 06, 2016



**CHEMICAL STORAGE + GATE OFFICE**

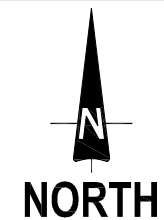
157.8 sq.meters / 1,698 sq.feet



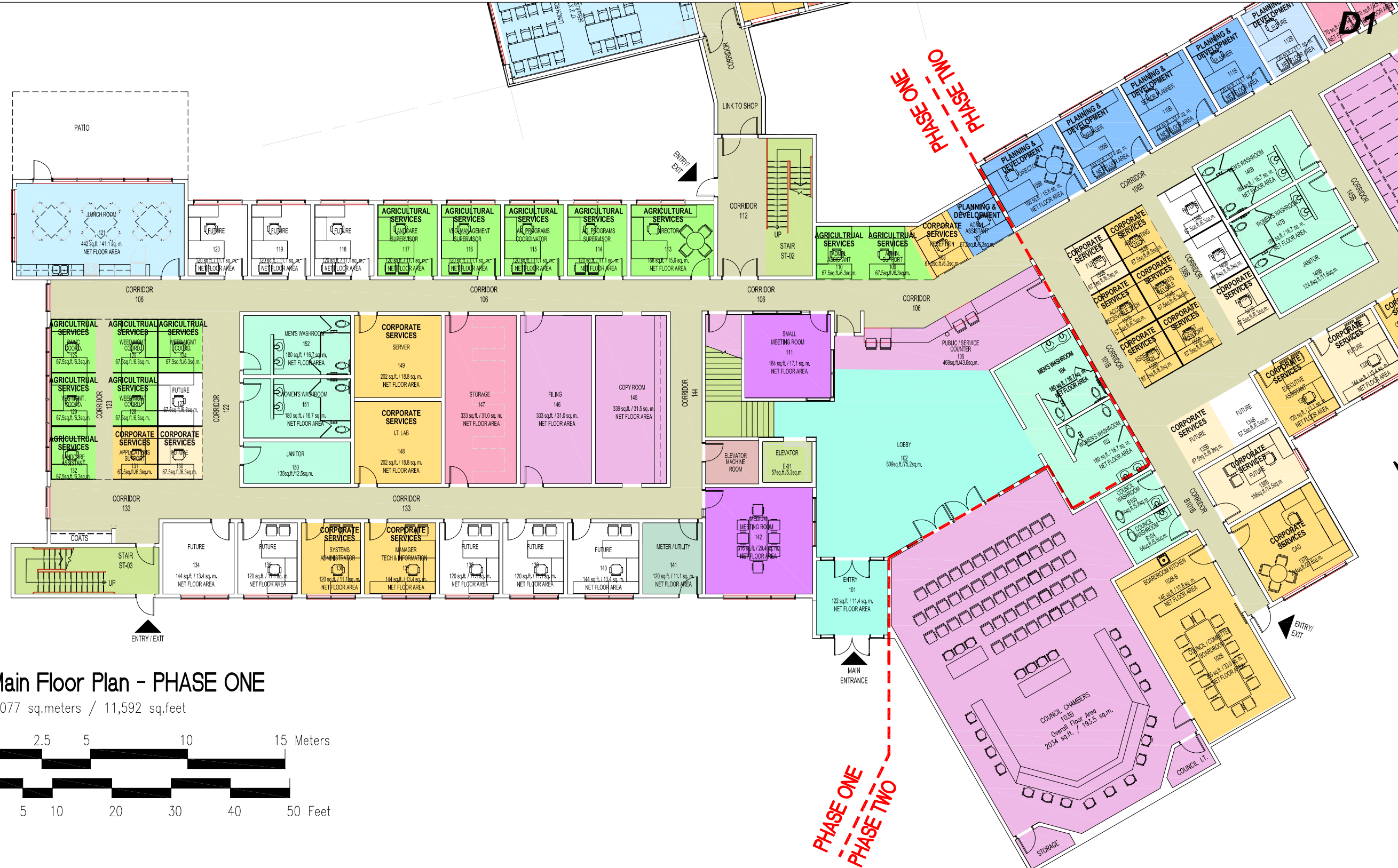
**CLEARWATER COUNTY**  
**Administration Building and**  
**Operations Facility**



**CONCEPT**  
**CHEMICAL STORAGE & OFFICE**  
**MAIN FLOOR PLAN**

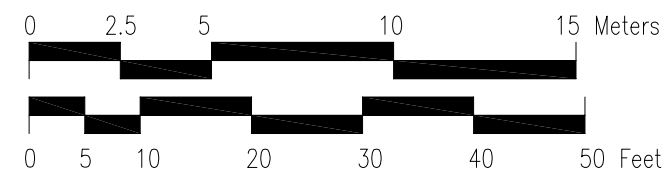


May 06, 2016



**Main Floor Plan - PHASE ONE**

1,077 sq.meters / 11,592 sq.feet



**CLEARWATER COUNTY**  
**Administration Building and**  
**Operations Facility**

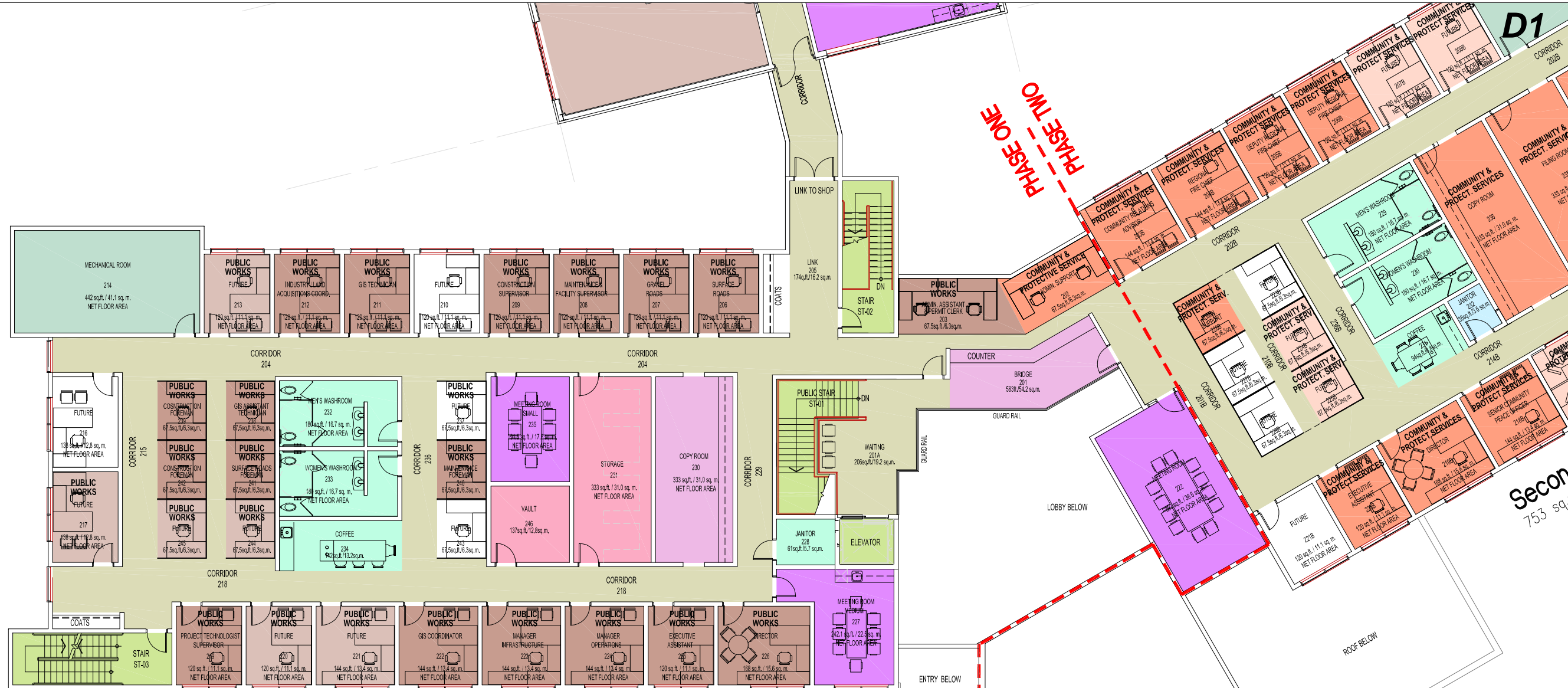


**CONCEPT**  
**ADMINISTRATION BUILDING PHASE 1**  
**MAIN FLOOR PLAN**



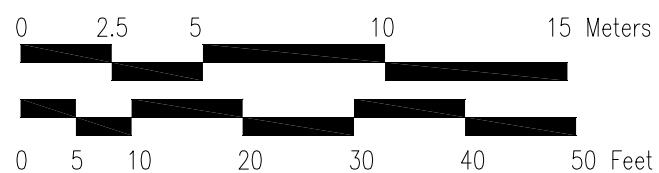
May 06, 2016





**Second Floor Plan - PHASE ONE**

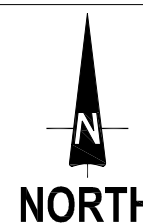
928 sq.meters / 9,988 sq.feet



**CLEARWATER COUNTY**  
**Administration Building and**  
**Operations Facility**



**CONCEPT**  
**ADMINISTRATION BUILDING PHASE 1**  
**SECOND FLOOR PLAN**



May 06, 2016

Main Floor  
2067 sq.m



**Main Floor Plan - PHASE TWO**  
1,289 sq.meters / 13,875 sq.feet

PHASE ONE  
PHASE TWO



**CLEARWATER COUNTY**  
Administration Building and  
Operations Facility



**CONCEPT  
ADMINISTRATION BUILDING PHASE 2  
MAIN FLOOR PLAN**



May 06, 2016





**Second Floor Plan - PHASE TWO**  
 753 sq.meters / 8,105 sq.feet

**PHASE ONE**  
**PHASE TWO**



**CLEARWATER COUNTY**  
 Administration Building and  
 Operations Facility



**CONCEPT**  
**ADMINISTRATION BUILDING PHASE 2**  
**SECOND FLOOR PLAN**



May 06, 2016



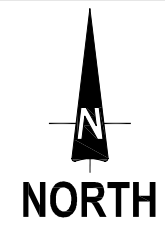
Main Floor Plan - PHASE ONE  
 1,077 sq.meters / 11,592 sq. feet



**CLEARWATER COUNTY**  
**Administration Building and**  
**Operations Facility**



**CONCEPT OVERALL MAIN FLOOR PLAN**



May 06, 2016



**CLEARWATER COUNTY**  
**Administration Building and**  
**Operations Facility**



**CONCEPT OVERALL SECOND FLOOR PLAN**

May 06, 2016







## AGENDA ITEM

<b>PROJECT:</b> Contractor Rate Review		
<b>PRESENTATION DATE:</b> May 10, 2016		
<b>DEPARTMENT:</b> Public Works	<b>WRITTEN BY:</b> Brian Bilawchuk/ Erik Hansen	<b>REVIEWED BY:</b> Marshall Morton/Ron Leaf
<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: _____ Policy: <u>Hiring of Equipment Policy</u>		
<b>STRATEGIC PLAN THEME:</b> Managing our Growth	<b>PRIORITY AREA:</b> Transportation	<b>STRATEGIES:</b> Support a transportation network that connects and moves residents and industry
<b>ATTACHMENT(S):</b> Hiring of Equipment Policy, Rate Comparison Spreadsheet		
<b>RECOMMENDATION:</b> That Council reviews the information provided and endorse the revised equipment rates as presented.		

### BACKGROUND:

As Council may be aware, Clearwater County contractor equipment rates have historically been based on a percentage of the Alberta Road Builder's and Heavy Construction Association (ARHCA) equipment rental rates. Council last reviewed and approved the current contractor rate schedule on May 27, 2014.

The County recently received the latest addition of the ARHCA rate schedule guide (2016). The summary in the guide indicates that there has been a rate decrease in most all categories due to a decrease in major cost inputs, including fuel. The calculations experienced a drop of up to 5% in many categories, and the truck category decreased by 10%. Council's Hiring of Equipment policy does not identify the frequency in which equipment rates are reviewed. In light of this new information, staff is recommending a review of the current rate schedule.

The current rate schedule is a list of commonly used equipment that is utilized by the Municipality for day labor projects. Some of these projects include the Gravel Road Rehabilitation program, Drainage Works program, Ditching program and the Summer Gravel program. Typically, these projects reflect approximately \$6,000,000.00 of the annual Public Works Budget.

Staff has compiled a recommended rate schedule based on a percentage of the 2016 ARHCA rate book. Using the ARHCA rates as a base line, consideration must be given to the fact that rate book is intended to be (in its own words) a guide only. Consideration must be given to the following:

- Utilization of the equipment
- Costs due to isolation
- Adverse Conditions
- Equipment Availability
- Cost of fuel and lubrication products
- Supply and Demand

Clearwater County does well to cover off these considerations:

- The utilization of the equipment would be average in comparison to most all other construction projects.
- Clearwater County is geographically central therefore equipment parts and supplies are readily available.
- Most projects located in the settled regions would not qualify as adverse conditions.
- Equipment is readily available with an abundance of contractors in the area.
- As the cost of fuel can be volatile, Council has endorsed a fuel index if warranted.

Historically, Council has directed Administration to manage the equipment rates in a way that allows the municipality to compensate its contractors in a manner that the market will facilitate, in essence, a supply and demand philosophy. Clearwater County would pay an economical rate while still being able to obtain the required equipment to undertake our programs and share out the work.

See Attached



**CLEARWATER COUNTY**  
*Hiring of Equipment*

POLICY

<b>EFFECTIVE DATE:</b>	June 26, 2001
<b>REVISED DATE:</b>	April 12, 2016
<b>SECTION:</b>	Public Works
<b>POLICY STATEMENT:</b>	Clearwater County is committed, to the greatest extent possible, to use private equipment and personnel (i.e. contractors) located within the boundaries of the County (this includes the Town of Rocky Mountain House and the Village of Caroline), in the delivery of its construction and maintenance services. In addition, the County will endeavour to distribute County work among contractors as fairly as Clearwater County deems possible.
<b>PROCEDURE:</b>  <b>Hiring of Equipment:</b>	<ol style="list-style-type: none"> <li>1. Clearwater County Directors (hereafter referred to as “Directors”), or their designate, are authorized to hire equipment.</li> <li>2. Unless otherwise directed by Council, all equipment will be paid in accordance with rates established by Council. Directors, or their designate, are authorized to set rates for equipment that is not covered in the current rate book. Rates may be set considering the Alberta Roadbuilders Current Rate book and the County’s current rates.</li> <li>3. Directors, or their designate, may only hire equipment that is identified on the Public Works Contractors List, and is in good working condition with qualified and capable operators. Contractors must maintain adequate insurance (\$2,000,000.00 min.) and be in good standing with the Workers Compensation Board.</li> <li>4. The Public Works Department will keep a Contractors List of contractors willing to work for the County. This will include the equipment each registered contractor has available for work. In this regard only contractors with a base of operation or property owners within the County may have their names on the list. Contractors may add or delete equipment from the list, in accordance with this policy, at any time. If a contractor refuses to work due to County rates Directors, or their</li> </ol>



## CLEARWATER COUNTY *Hiring of Equipment*

<p><b>SAFETY AND QUALITY OF WORK:</b></p>	<p>designate, may remove the contractor from the County's Contractors List.</p> <ol style="list-style-type: none"><li>5. If a required piece of equipment is not available in the County, Directors, or their designate, are authorized to hire outside equipment and shall report such hiring to Council at the next regular meeting.</li><li>6. The Director is responsible to ensure that work is distributed among contractors as fairly as possible. The following considerations will be applied when hiring equipment:<ul style="list-style-type: none"><li>• past work history with the County along with the cooperative record of the contractor making equipment available to the County in times of need or difficult situations;</li><li>• the experience of the operator, and, the suitability and condition of the equipment;</li><li>• the amount of hourly work the contractor or contracting company has received or is expected to receive from the County;</li><li>• the location of the equipment in relation to the work site;</li><li>• normally, for contractors with a fleet of trucks or equipment, the County will have no more than two trucks or pieces of equipment from one contractor working at one time.</li></ul></li></ol> <p>Each supervisor will report, the equipment he/she has working, to the Director, or their designate, on a regular basis. These reports (and others such as financial) will be used by the Director to assess the degree to which work is being distributed and to direct staff on hiring.</p> <ol style="list-style-type: none"><li>1. All operators must be qualified and equipment shall be operated in a safe and effective manner.</li><li>2. Truckers, while working for the County, are to travel at recommended speed limits. Truckers are to use the roads courteously, considering such factors as privacy, noise levels and dust conditions. A County employee may issue a warning to a non-complying operator. Repeat offenders may be suspended from further hauling.</li></ol>
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**CLEARWATER COUNTY**  
*Hiring of Equipment*

	<ol style="list-style-type: none"><li>3. County Supervisors, or their designate, shall make sure, to the best of their ability, that all equipment has been cleansed of contaminants so as to minimize soil contamination and the spread of noxious weeds.</li><li>4. All operators must follow the directions of the County's supervisor.</li><li>5. County supervisors are responsible to provide clear directions to operators and are to ensure that all operations are conducted in a safe and effective manner.</li><li>6. Supervisors are to document improper conduct of performance of an operator. In the case where someone operates the equipment, other than the owner, the supervisor will communicate his/her concerns to the equipment owner in addition to the operator. The supervisor will identify the inappropriate action and the supervisor's expectations for improvement. Supervisors will terminate any contractor for continued improper conduct or performance.</li><li>7. Upon termination, the operator/contractor will be asked to remove his/her piece of equipment from the work site. The County may not rehire a terminated operator nor may he/she operate a piece of equipment hired by the County.</li><li>8. The terminated equipment will be removed from the Contractor's List of available equipment and will only be replaced at the discretion of the Director. For guidance purposes, equipment removed from the contractor's list may be replaced on the list when the Director is satisfied that the County's directions will be adhered to. In the event that a piece of equipment is removed from the Contractor's List on a second occasion, it will not be eligible for replacement.</li><li>9. Contractors may appeal to Council a supervisor's decision for dismissal or the Public Works Director decision to not replace the equipment on the Contractor's List.</li><li>10. Only Council may re-instate a contractor terminated by Council.</li></ol>
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**CLEARWATER COUNTY**  
*Hiring of Equipment*

<p><b>General:</b></p>	<ol style="list-style-type: none"><li>1. The County will pay for equipment moves both to and from the job site if the project is considered to be a small job (i.e.: less than three days in duration). If the job exceeds three days, the County will normally pay for the move to the site only. The Director is, however, authorized to use his/her discretion regarding the payment for equipment moves when special circumstances warrant.</li><li>2. The County may pay travel time to remote parts of the County as approved by the Director.</li><li>3. All equipment must be in good working order and properly certified. A copy of the valid certification will be supplied to the County, upon initial registration, to be eligible for the Contractor's List. A copy of the valid certification will be required annually after initial registration.</li><li>4. As per Working Alone Legislation, completed hazard assessment forms will have to be filed with the County prior to equipment being hired in working alone situations.</li></ol>
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## 2014 EQUIPMENT RATE COMPARISON

Equipment Description	2014 County Rate	Proposed 2016 Rate
<b><u>Rubber Tired Hoes</u></b>		
Case 580 Super L	\$ 102.00	\$ 99.00
Case 580 SM	\$ 113.00	\$ 110.00
Case 580 SN	\$ 117.00	\$ 115.00
Case 580 M	\$ 113.00	\$ 110.00
Case 580 L	\$ 102.00	\$ 99.00
Case 590 SM	\$ 120.00	\$ 117.00
Case 590 SL	\$ 106.00	\$ 104.00
John Deere 310 G	\$ 102.00	\$ 99.00
John Deere 310 SG	\$ 102.00	\$ 99.00
John Deere 310 D	\$ 90.00	\$ 89.00
John Deer 310 SE	\$ 102.00	\$ 99.00
John Deer 315 SG	\$ 106.00	\$ 104.00
John Deer 410 D	\$ 90.00	\$ 89.00
John Deere 410 E	\$ 108.00	\$ 106.00
JCB 215	\$ 106.00	\$ 104.00
Caterpillar 416D	\$ 102.00	\$ 99.00
<b>(Add 3% extended hoe)</b>		
<b>(Add 3% 4X4)</b>		
<b><u>Gravel Trucks</u></b>		
Tandem	\$ 92.00	\$ 83.00
Truck & Pup	\$ 124.00	\$ 112.00
Truck & Triaxle Trailer	\$ 132.00	\$ 119.00
Tri-Axle Belly /End Dump	\$ 130.00	\$ 117.00
Tandem Sander & Plow	\$ 143.00	\$ 143.00
Truck & Wagon	\$ 139.00	\$ 125.00
Tandem & Quad Wagon	\$ 148.00	\$ 133.00
<b><u>Tractor &amp; Low Boy</u></b>		
Highway Tractor Tandem Axle	\$ 145.00	\$ 101.00
8 Wheel	\$ 178.00	\$ 160.00
12 Wheel	\$ 186.00	\$ 167.00
16 Wheel	\$ 195.00	\$ 175.00

2014 EQUIPMENT RATE COMPARISON

D2

Equipment Description	2014 County Rate	Proposed 2016 Rate
20 Wheel	\$ 216.00	\$ 194.00
24 Wheel	\$ 237.00	\$ 213.00
28 Wheel	\$ 253.00	\$ 227.00
32 Wheel	\$ 269.00	\$ 242.00
36 Wheel	\$ 283.00	\$ 254.00
40 Wheel	\$ 297.00	\$ 267.00
48 Wheel	\$ 334.00	\$ 301.00
<b>Tri-Drive Truck Add \$22.00</b>		
<b><u>Water Trucks</u></b>		
Up to 42.9 US Barrel	\$ 74.00	\$ 67.00
43-52.9 US Barrel	\$ 78.00	\$ 71.00
53-68.6 US Barrel	\$ 89.00	\$ 80.00
68.7-85.7 US Barrel	\$ 95.00	\$ 85.00
85.8-102-9 US Barrel	\$ 106.00	\$ 95.00
103-120 US Barrel	\$ 119.00	\$ 107.00
120.1-138 US Barrel	\$ 131.00	\$ 117.00
<b>Based On Legal Load</b>		
<b><u>Picker Trucks</u></b>		
30 Ton Knuckle Boom	\$ 227.00	\$ 227.00
<b><u>Skidsteer</u></b>		
S185 Bobcat Tracked	\$ 90.00	\$ 90.00
277 Cat Skidsteer Tracked	\$ 102.00	\$ 102.00
<b><u>Rock Trucks</u></b>		
D300E Cat	\$ 168.00	\$ 159.00
730 Cat	\$ 186.00	\$ 177.00
TA25 Terex	\$ 157.00	\$ 150.00
TA30 Terex	\$ 186.00	\$ 177.00
TA40 Terex	\$ 231.00	\$ 220.00
MT26 Moxi	\$ 157.00	\$ 150.00
MT30XT Moxi	\$ 168.00	\$ 159.00
MT31 Moxi	\$ 212.00	\$ 202.00



## 2014 EQUIPMENT RATE COMPARISON

Equipment Description	2014 County Rate	Proposed 2016 Rate
MT40B Moxi	\$ 208.00	\$ 198.00
Volvo A30D	\$ 186.00	\$ 177.00
<b><u>Motor Graders</u></b>		
14G Caterpillar	\$ 159.00	\$ 151.00
140 G Caterpillar	\$ 131.00	\$ 125.00
14 H Caterpillar	\$ 159.00	\$ 151.00
140 H Caterpillar	\$ 131.00	\$ 125.00
143H Caterpillar	\$ 131.00	\$ 125.00
160 H Caterpillar	\$ 143.00	\$ 135.00
160 M Caterpillar	\$ 158.00	\$ 150.00
740A Champion VHP	\$ 143.00	\$ 135.00
750A Champion VHP	\$ 143.00	\$ 135.00
780 Champion	\$ 141.00	\$ 134.00
780A Champion	\$ 159.00	\$ 151.00
885B Case	\$ 144.00	\$ 136.00
870G John Deer (Not 6 Wheel)	\$ 158.00	\$ 150.00
772D John Deere	\$ 144.00	\$ 136.00
872D John Deere	\$ 158.00	\$ 150.00
<b>(Add \$10.00 per ripping hour)</b>		
<b>(Add 5% for Six Wheel Drive)</b>		
<b><u>Pull/Motor Scrapers</u></b>		
435 Scraper(Hydraulic)	\$ 30.00	\$ 33.00
15.1 to 18.0yd3 Hydraulic Pull Type	\$ 33.00	\$ 33.00
435 Scraper(cable)	\$ 26.00	\$ 29.00
627F Scraper	\$ 331.00	\$ 314.00
627G Scraper Twin Eng	\$ 367.00	\$ 349.00
621F Scraper	\$ 245.00	\$ 232.00
621G Scraper	\$ 272.00	\$ 258.00
80 Cat Scraper (Hydraulic)	\$ 39.00	\$ 39.00
<b><u>Compaction Equipment</u></b>		
213 Bomag Pad Foot	\$ 122.00	\$ 122.00

2014 EQUIPMENT RATE COMPARISON

D2

Equipment Description	2014 County Rate	Proposed 2016 Rate
Cat CP 563 C	\$ 138.00	\$ 138.00
815 B Caterpillar	\$ 158.00	\$ 154.00
815 F Caterpillar	\$ 198.00	\$ 192.00
DYNAPAC CA 302 PD	\$ 153.00	\$ 153.00
840 Super Pac	\$ 138.00	\$ 116.00
1103 PD Super Pac	\$ 153.00	\$ 153.00
1403 PD Super Pac	\$ 153.00	\$ 153.00
<b><u>Loaders</u></b>		
644H John Deere	\$ 134.00	\$ 128.00
824K John Deere	\$ 197.00	\$ 190.00
724K John Deer	\$ 162.00	\$ 156.00
380-3 Komatsu	\$ 133.00	\$ 128.00
WA 450-3 Komatsu	\$ 178.00	\$ 171.00
WA 500-3 Komatsu	\$ 198.00	\$ 190.00
W36 Case	\$ 118.00	\$ 114.00
530 C Dresser	\$ 107.00	\$ 104.00
540 Dresser	\$ 130.00	\$ 125.00
L70 (C,D & E) Volvo 3 Yd	\$ 116.00	\$ 111.00
950 F II Cat	\$ 133.00	\$ 128.00
<b><u>Track Hoes</u></b>		
EX150 Hitachi	\$ 112.00	\$ 107.00
EX200LC Hitachi	\$ 126.00	\$ 120.00
EX230LC Hitachi	\$ 128.00	\$ 121.00
ZX225 Hitachi	\$ 140.00	\$ 133.00
EX270LC Hitachi	\$ 139.00	\$ 133.00
EX300LC Hitachi	\$ 146.00	\$ 139.00
EC330LC Hitachi	\$ 166.00	\$ 158.00
ZX200 Hitachi	\$ 126.00	\$ 120.00
ZX230 Hitachi	\$ 128.00	\$ 121.00
ZX250LC5 Hitachi	\$ 155.00	\$ 148.00
ZX270 Hitachi	\$ 146.00	\$ 139.00
ZX290LC5 Hitachi	\$ 162.00	\$ 154.00

## 2014 EQUIPMENT RATE COMPARISON

Equipment Description	2014 County Rate	Proposed 2016 Rate
ZX330 Hitachi	\$ 166.00	\$ 158.00
ZX350LC-3 Hitachi	\$ 189.00	\$ 180.00
200 EL Caterpillar B	\$ 112.00	\$ 107.00
336 EL Caterpillar	\$ 189.00	\$ 180.00
314C Caterpillar	\$ 109.00	\$ 99.00
320 CL Caterpillar	\$ 140.00	\$ 133.00
322 CL Caterpillar	\$ 142.00	\$ 133.00
324 DL Caterpillar	\$ 155.00	\$ 134.00
330 CL Caterpillar	\$ 184.00	\$ 175.00
200 LC John Deere	\$ 140.00	\$ 120.00
230LC John Deere	\$ 128.00	\$ 121.00
270LC John Deere	\$ 139.00	\$ 133.00
270DLC John Deere	\$ 155.00	\$ 148.00
290 GLC John Deere	\$ 162.00	\$ 154.00
330CLC John Deere	\$ 166.00	\$ 158.00
PC 138 USLC-8 Komatsu	\$ 116.00	\$ 110.00
PC 200 LC-7 Komatsu	\$ 126.00	\$ 120.00
PC 200 LC-8 Komatsu	\$ 140.00	\$ 133.00
PC 220 LC-7 Komatsu	\$ 128.00	\$ 121.00
PC 220 LC-8 Komatsu	\$ 142.00	\$ 133.00
PC 270 LC-7 Komatsu	\$ 146.00	\$ 139.00
PC 300 LC-7 Komatsu	\$ 166.00	\$ 158.00
PC 400 LC-7 Komatsu	\$ 203.00	\$ 193.00
EC330B Volvo	\$ 184.00	\$ 175.00
<b>(Add \$5.00p/h for thumb)</b>		
<b>(Add 10%/hr for Twister Bucket)</b>		
<b>(Add \$25.00p/hr for Hydro axe)</b>		
<b><u>Crawler Tractors</u></b>		
D3CIII (L.G.P Incl).Caterpillar	\$ 105.00	\$ 105.00
D3K ( L.G.P Incl.) Caterpillar	\$ 116.00	\$ 119.00
D5M XL Caterpillar	\$ 126.00	\$ 119.00
D5N XL Caterpillar	\$ 139.00	\$ 133.00
D6D Caterpillar	\$ 131.00	\$ 124.00

2014 EQUIPMENT RATE COMPARISON

Equipment Description	2014 County Rate	Proposed 2016 Rate
D6K (L.G.P Incl.)	\$ 150.00	\$ 153.00
D6M XL Caterpillar	\$ 148.00	\$ 140.00
D6N XL Caterpillar	\$ 164.00	\$ 156.00
D6R II Caterpillar	\$ 165.00	\$ 157.00
D6R XW Caterpillar	\$ 184.00	\$ 174.00
D6T XL Caterpillar	\$ 184.00	\$ 174.00
D6T (L.G.P Incl)	\$ 193.00	\$ 198.00
D7H Caterpillar	\$ 156.00	\$ 153.00
D7R XL Caterpillar	\$ 181.00	\$ 181.00
D7R II XR	\$ 218.00	\$ 207.00
D8N Caterpillar	\$ 199.00	\$ 189.00
D8R Caterpillar	\$ 224.00	\$ 213.00
650K Case	\$ 112.00	\$ 106.00
850K Case	\$ 120.00	\$ 103.00
450 H John Deere	\$ 91.00	\$ 87.00
450 J John Deere	\$ 101.00	\$ 96.00
550 H John Deere	\$ 101.00	\$ 96.00
550 J John Deere	\$ 112.00	\$ 106.00
650 H John Deere	\$ 108.00	\$ 103.00
650 J John Deere	\$ 112.00	\$ 106.00
750 J (L.G.P Incl) John Deere	\$ 179.00	\$ 156.00
850 J (L.G.P Incl.) John Deere	\$ 193.00	\$ 174.00
D37E-5 Komatsu	\$ 101.00	\$ 96.00
D41E-6 Komatsu	\$ 126.00	\$ 119.00
D58E Komatsu	\$ 96.00	\$ 106.00
D51EX-22 Komatsu	\$ 139.00	\$ 133.00
D61EX-2 Komatsu	\$ 148.00	\$ 140.00
D85E-21 Komatsu	\$ 181.00	\$ 181.00
D155AX-5B Komatsu	\$ 224.00	\$ 213.00
<b><u>(add \$25.00 for ripper time D8&amp;up)</u></b>		
<b><u>(add \$5.00per/hour for LGP or 6-Way)</u></b>		
 <b><u>Farm Tractors</u></b>		
Up to 40	\$ 54.00	\$ 51.00

2014 EQUIPMENT RATE COMPARISON

D2

Equipment Description	2014 County Rate	Proposed 2016 Rate
41-80	\$ 67.00	\$ 64.00
81-120	\$ 80.00	\$ 76.00
121-165	\$ 92.00	\$ 88.00
166-200	\$ 110.00	\$ 105.00
201-275	\$ 119.00	\$ 113.00
276-350	\$ 143.00	\$ 136.00
351-425	\$ 178.00	\$ 169.00
426-500	\$ 197.00	\$ 187.00
Over 501	\$ 209.00	\$ 199.00
<b><u>Tractor Attachments</u></b>		
10" Breaking Disc	\$ 15.00	\$ 14.00
12" Breaking Disc	\$ 17.00	\$ 17.00
14" Breaking Disc	\$ 20.00	\$ 20.00
Rock Picker	\$ 12.00	\$ 12.00
Double Sheeps Foot	\$ 13.00	\$ 13.00
Double Sheeps Foot 48"	\$ 11.00	\$ 11.00
15 Wheel Wobblers	\$ 12.00	\$ 12.00
Grid Packer	\$ 15.00	\$ 15.00



## AGENDA ITEM

<b>PROJECT:</b> North Development Cropping Plan.		
<b>PRESENTATION DATE:</b> May 10 2016		
<b>DEPARTMENT:</b> Public Works / Ag Services	<b>WRITTEN BY:</b> Matt Martinson	<b>REVIEWED BY:</b> Ron Leaf
<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) Bylaw: _____ Policy: _____		
<b>STRATEGIC PLAN THEME:</b> Managing our growth	<b>PRIORITY AREA:</b> Local economy 1.3	<b>STRATEGIES:</b> Manage current and projected growth 1.3.5
<b>ATTACHMENT(S):</b> None		
<b>RECOMMENDATION:</b> That Council endorses the cropping plan for NW3 40-7 W5.		

### BACKGROUND:

Staff have been considering various options related to the management of the crop land located with NW3 40-7-W5. Within the property exists approximately 110 acres of crop land which mostly contains an established mixed stand of perennial forage with a small field of annual crop stubble. Administration has been considering our options for utilizing the agriculture resources while still maintaining control of the land to ensure current or future development is not impacted by commitments or formal agreements for cropping.

It is Administration's recommendation that for 2016, and possibly the 2017 growing season, that the land be planted and harvested by the County and making the hay and greenfeed bales we produce available to the public for purchase this fall.

Administration is confident that we will be able to recuperate all expenses related to this endeavor from the sale of the hay and greenfeed.



## Agenda Item

<b>PROJECT: 2016 Parades and Councilor Participation</b>		
<b>PRESENTATION DATE: May 10, 2016</b>		
<b>DEPARTMENT:</b> CPS	<b>WRITTEN BY:</b> Whitney Wedman	<b>REVIEWED BY:</b> Ron Leaf
<b>BUDGET IMPLICATION:</b> <input checked="" type="checkbox"/> N/A <input checked="" 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 checked="" type="checkbox"/> County Bylaw or Policy (cite) Bylaw: _____ Policy: <u>Council Board and Reimbursement Policy</u>		
<b>ATTACHMENT(S): 2016 Parades Within Central Alberta</b>		
<b>RECOMMENDATION:</b> That Council indicates to staff which parades to pursue participating in and determine which Council members that will attend parades upon confirmation of entry of the Clearwater County's Float, Vehicle or Livestock.		

### Background:

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

Staff time for the Caroline and Rocky parades is estimated at four hours, and eight hours of staff time will likely be required to decorate the float.

### As per the Council and Board Reimbursement Policy:

'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.'

'With the exception of the aforementioned parades, attendance at any other community event will be considered by Council on a case by case basis.'

<b>2016 Parades</b>				
<b>Town/City</b>	<b>Parade Application Required</b>	<b>Date</b>	<b>Councilor(s) Attending</b>	<b>Float/Vehicle /Livestock</b>
<b>Caroline</b>	<b>No</b>	<b>Saturday, May 21, 2016</b>	Pat Alexander Jim Duncan Earl Graham	
<b>Rocky Mountain House</b>	<b>No</b>	<b>Saturday, June 11, 2016</b>		
<b>Ponoka</b>	<b>Yes</b>	<b>Thursday, June 30, 2016</b>		
<b>Red Deer</b>	<b>Yes</b>	<b>Wednesday, July 20, 2016</b>		
<b>Eckville</b>	<b>No</b>	<b>Saturday June 4, 2016</b>		

Caroline parade is held on May long weekend and at this time administration does not have a qualified driver available to drive the truck and trailer (float) in the parade. Staff is seeking direction from Council to determine if participation in the Caroline parade will be with the County float or with the Sasquatch vehicle.

Administration cannot confirm the availability of staff members/volunteers for any parades at this time.





## AGENDA ITEM

<b>PROJECT:</b> Clearwater Regional Tourism		
<b>PRESENTATION DATE:</b> May 10, 2016		
<b>DEPARTMENT:</b> CCPS	<b>WRITTEN BY:</b> Jerry Pratt	<b>REVIEWED BY:</b> Ted Hickey/Ron Leaf
<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) Bylaw: _____ Policy: _____		
<b>STRATEGIC PLAN THEME:</b> 1. Managing our Growth	<b>PRIORITY AREA:</b> 1.3 Local Economy	<b>STRATEGIES:</b> 1.3.4 & 1.3.6
<b>ATTACHMENT(S):</b> Survey for Regional Tourism Strengths and Weaknesses		
<b>RECOMMENDATION:</b> For Information Purposes		

### BACKGROUND:

The Regional Tourism Working Group has been meeting to move forward tourism opportunities within the Clearwater Region. The Group has consisted of Administrative representatives from the Town of Rocky Mountain House, Clearwater County, the Village of Caroline, and the Rocky/Clearwater, Caroline and Nordegg Chambers of Commerce.

The Group is working with Travel Alberta on an Explorer Quotient program that helps us identify our key target audiences, the gaps in tourism products and services that those audiences want, and the best ways to communicate with those audiences. The Group has completed Stage 1 of this process and will go through stages 2 & 3 on May 12.

The Group is also working through a series of Community Branding Videos developed by Roger Brooks, a Community Branding expert, to help us develop some tourism development strategies.

As a part of the tourism branding process the Group has prepared a survey to help collect residents' and businesses' thoughts and feelings about the tourism opportunities that exist in the region. This survey will be published both online and in paper format

later in May. The results will be collated and used by the working group in the development of tourism strategies and a Regional Tourism brand.

The Group has discussed working with a marketing professional as we develop marketing strategies, a brand, and a regional tourism website, all of which are already in this year's budget. The goal is to have a brand ready to introduce at a Tourism Business Forum at the end of October and a Regional Tourism Website ready to use by December 31, 2016.

# Clearwater Regional Tourism Survey



The Clearwater Regional Tourism Group\* wants to know what you think are the best places to visit and things to do in our area. This information will be used in developing regional tourism growth strategies to improve tourism business opportunities throughout the region.

What is your age:                      18 – 30                      31 – 45                      36 – 50                      51 – 65                      66 & up

What is your Gender:                      M                      F                      What is your postal code? \_\_\_\_\_

When friends or family visit you, where do you take them while they are visiting? What are the must see/must do activities? Please list a maximum of 3.

Where do you go on your weekends or in your spare time? Please list a maximum of 3.

What are the 3 greatest attractions in the Clearwater Region?

What are 2 things that you think would help improve the tourism experience in our area?

What are 2 things that you think would help improve tourism business opportunities in our area?

What should the Clearwater Region be known for?

You can drop off your printed survey at any participating village, town, county, or chamber office by June 10, 2016.

\* The Clearwater Regional Tourism Group consists of staff from the Village of Caroline, the Town of Rocky Mountain House and Clearwater County, and representatives for local business from the Chambers of Commerce in Caroline, Nordegg, and Rocky Mountain House.



## AGENDA ITEM

<b>PROJECT: Arbutus Community Hall Grant Request</b>		
<b>PRESENTATION DATE: May 10, 2016</b>		
<b>DEPARTMENT: CCPS</b>	<b>WRITTEN BY: Jerry Pratt</b>	<b>REVIEWED BY: Ted Hickey/Ron Leaf</b>
<b>BUDGET IMPLICATION:</b> <input type="checkbox"/> N/A <input checked="" 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: _____ Policy: Grant Funding for Community Halls, Associations & Non-profit Groups		
<b>STRATEGIC PLAN THEME: 3. Community Well Being</b>	<b>PRIORITY AREA: 3.1 Sustain the recreation, cultural and quality of life needs of the community.</b>	<b>STRATEGIES: 3.1.2</b>
<b>ATTACHMENT(S): 1. 2014 Financial Statements 2. 2015 Financial Statements</b>		
<b>RECOMMENDATION: That Council approves the application for \$7,445</b>		

### BACKGROUND:

Arbutus Community Hall is requesting \$7,445 through Council's 2016 Community Halls/Association Capital Grant.

The Arbutus Community Hall is replacing the furnace and dishwasher, and repairing cupboards and the bar area.

Current project expenses are estimated at \$15,100.

The Community Centre has raised \$2,300 in donations for the project from private sector contributions, and has volunteer time to be contributed to the project worth \$5,355.

Arbutus Community Hall received \$15,000 in 2014.

The Centre has provided 2014 & 2015 financial statements.

**ARBUTUS COMMUNITY CLUB**  
 Balance Sheet  
 (Unaudited, See Notice To Reader)  
 As at 31 May 2014

**ASSETS**

Current Assets:		
Bank Current Account	\$	285.05
ATB Bank Account		8,519.35
Goods and Services Tax Receivable		3,064.95
		<hr/>
Total Current Assets		\$ 11,869.35
Property, Plant and Equipment:		
Buildings	\$	134,225.63
Office Furniture and Equipment		10,240.12
Machinery and Equipment		5,988.00
		<hr/>
Total Property, Plant and Equipment		\$ 150,453.75
		<hr/>
Total Assets		<u>\$ 162,323.10</u>

**LIABILITIES**

Current Liabilities:		
Contribution Account		\$ 5,133.53
Long Term Liabilities:		
Member Equity		\$ 144,643.16
		<hr/>
Total Liabilities		\$ 149,776.69

**EQUITY**

Surplus (Deficit) - Previous		7,448.57
Surplus (Deficit) - Current		5,097.84
		<hr/>
Total Equity		\$ 12,546.41
		<hr/>
Total Liabilities & Equity		<u>\$ 162,323.10</u>

Approved By The Board:

*Wayne R. Holstrom* Director  
*David W. Robertson* Director

**ARBUTUS COMMUNITY CLUB**  
Statement of Revenues and Expenditures  
(Unaudited, See Notice To Reader)  
For Fiscal Year Ended 31 May 2014

<b>Revenue:</b>		
Insurance Proceeds		\$ 64,661.90
<b>Operating Expenses:</b>		
Accounting	\$ 375.00	
Bank Charges	.80	
Building Rep & Maintenance	52,049.74	
Insurance	608.73	
Office Expenses	112.70	
Utilities	2,556.70	
	<hr/>	
Total Operating Expenses		\$ 55,703.67
		<hr/>
Surplus Before Other Revenue		\$ 8,958.23
<b>Other Revenue:</b>		
Interest Income		\$ 18.20
		<hr/>
<b>Net Surplus</b>		<b>\$ 8,976.43</b>
		<hr/> <hr/>

**ARBUTUS COMMUNITY CLUB**  
 Balance Sheet  
 (Unaudited, See Notice To Reader)  
 As at 31 May 2015

**ASSETS**

Current Assets:		
Bank Current Account	\$	285.05
ATB Bank Account		5,836.69
Goods and Services Tax Receivable		1,820.63
		<u>7,942.37</u>
Total Current Assets	\$	7,942.37
Property, Plant and Equipment:		
Buildings	\$	134,225.63
Office Furniture and Equipment		10,240.12
Machinery and Equipment		5,988.00
		<u>150,453.75</u>
Total Property, Plant and Equipment	\$	150,453.75
Total Assets	\$	<u><u>158,396.12</u></u>

**LIABILITIES**

Current Liabilities:		
Notes Payable	\$	8,043.08
Contribution Account		5,133.53
		<u>13,176.61</u>
Total Current Liabilities	\$	13,176.61
Long Term Liabilities:		
Member Equity		\$ 144,643.16
		<u>157,819.77</u>
Total Liabilities	\$	157,819.77

**EQUITY**

Surplus (Deficit) - Previous	7,448.57	
Surplus (Deficit) - Current	(6,872.22)	
	<u>576.35</u>	
Total Equity	\$	576.35
Total Liabilities & Equity	\$	<u><u>158,396.12</u></u>

Approved By The Board:

 Director

**ARBUTUS COMMUNITY CLUB**  
 Statement of Revenues and Expenditures  
 (Unaudited, See Notice To Reader)  
 For Fiscal Year Ended 31 May 2015

<b>Revenue:</b>		
Donations	\$ 1,200.00	
Clearwater County	25,000.00	
	<u>                    </u>	
Total Revenue		\$ 26,200.00
<b>Operating Expenses:</b>		
Accounting	\$ 125.00	
Bank Charges	10.00	
Building Rep & Maintenance	34,493.77	
Insurance	667.44	
Utilities	2,793.80	
	<u>                    </u>	
Total Operating Expenses		\$ 38,090.01
		<u>                    </u>
(Deficiency) Before Other Revenue		\$ (11,890.01)
<b>Other Revenue:</b>		
Interest Income		\$ 2.66
		<u>                    </u>
<b>Net (Deficiency)</b>		<b>\$ (11,887.35)</b>
		<u>                    </u>





## AGENDA ITEM

<b>PROJECT: Royal Canadian Legion Caroline Branch Request</b>		
<b>PRESENTATION DATE: May 10, 2016</b>		
<b>DEPARTMENT: CCPS</b>	<b>WRITTEN BY: Jerry Pratt</b>	<b>REVIEWED BY: Ted Hickey/Ron Leaf</b>
<b>BUDGET IMPLICATION:</b> <input type="checkbox"/> N/A <input checked="" 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: _____ Policy: Grant Funding for Community Halls, Associations & Non-profit Groups		
<b>STRATEGIC PLAN THEME: 3. Community Well Being</b>	<b>PRIORITY AREA: 3.1 Sustain the recreation, cultural and quality of life needs of the community.</b>	<b>STRATEGIES: 3.1.2</b>
<b>RECOMMENDATION: That Council denies the Caroline Legion request for funding.</b>		

### BACKGROUND:

There have been 3 presentations to Council regarding community halls & non-profit groups that were postponed after their presentations. The Condor and Taimi Hall requests are currently postponed pending additional assessment or cost estimates.

With respect to the Caroline Legion request, as mentioned previously, the community hall funding does not reflect an intent to consider halls other than those within the County. However, Council did provide funding assistance to the James River Community Hall following the 2005 flood.

Staff recommends that the Council deny the Caroline Legion request for funding. Should Council wish to fund the Legion, staff recommends that criteria be established within a new policy to provide direction or funding criteria regarding other external hall eligibility.



## AGENDA ITEM

<b>PROJECT:</b> Bylaw 1015/16 - 2016 Tax Rate Bylaw		
<b>PRESENTATION DATE:</b> May 10, 2016		
<b>DEPARTMENT:</b> Corporate Services	<b>WRITTEN BY:</b> Rudy Huisman	<b>REVIEWED BY:</b> Ron Leaf
<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) Bylaw: _____ Policy: _____		
<b>STRATEGIC PLAN THEME:</b> Well Governed Leading Organization	<b>PRIORITY AREA:</b> Strategic Management	<b>STRATEGIES:</b> Build Community Trust through socially responsible governance for long term sustainability.
<b>ATTACHMENT(S):</b> Bylaw 1015/16 - 2016 Tax Rate Bylaw		
<b>RECOMMENDATION:</b>  <p><b>THAT Council approves amendments to bylaw 1015/16 as presented; and,</b></p> <p><b>THAT Council gives third reading to Bylaw 1015/16 as amended.</b></p>		

### BACKGROUND:

At the regular Council meeting of April 26, 2016, Council gave first and second reading to Bylaw 1015/16 the 2016 Tax Rate Bylaw.

On April 27, 2016, the day after the Council meeting, the annual requisition from the Senior's Foundation for 2016 was received in the amount of \$501,146. The formal requisition is \$14,597 greater than the amount previously obtained on an informal basis. This has the effect of changing the rate charged to property owners for the requisition from .0000678 to a rate of .0000698. Staff has corrected Bylaw 1015/16 to reflect the actual, formal requisition amount and the tax rate required to raise the funds.

There was a typographical error on Bylaw 1015/16 presented for first and second reading. Under Municipal, Non-residential Assessment, the amount typed was \$3,711,668,810. This amount should have been \$3,711,868,530. As a result, the tax levy for Municipal Non-

Residential was understated by \$1,506 and the levy amount shown as \$27,992,293 should have been shown as \$27,993,799. Staff has corrected By-law 1015/16 to reflect the described changes in the non-residential assessment and the levy amounts.

Staff recommends that Council give third reading to the bylaw with the changes described in this agenda item.

**Clearwater County  
Bylaw No. 1015/16**

**A bylaw to authorize the rates of taxation to be levied against assessable property within Clearwater County, in the Province of Alberta, for the 2016 taxation year.**

**WHEREAS**, Clearwater County has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on February 23 2016; and

**WHEREAS**, the estimated municipal expenditures and transfers set out in the budget for Clearwater County for 2016 total **\$66,374,692** and

**WHEREAS**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at **\$22,989,957**, and the balance of **\$43,384,735** is to be raised by general municipal taxation; and

**WHEREAS**, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential and Farmland	\$4,344,540
Non-Residential	<u>\$13,252,233</u>
	\$17,596,773
Opted Out School Boards	
Residential and Farmland	\$50,099
Non-Residential	<u>\$152,818</u>
	\$202,916
Total School Requisitions	\$17,799,689
Uncollectable School (Recovery)	\$72,928
Seniors Foundation	\$501,146

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

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

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

	<u>Assessment</u>
Residential	\$1,765,144,890
Non-residential	3,711,868,530
Farmland	57,973,080
Machinery & Equipment	1,640,006,120
Exempt	<u>125,236,900</u>
	\$7,300,229,520

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

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

	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
<b>Municipal</b>			
Residential	\$4,566,098.	\$1,765,144,890	.0025868
Non-residential	\$27,992,293	3,711,868,530	.0075417
Farmland	\$239,823.	57,973,080	.0041368
M&E	\$12,368,434.	1,640,006,120	.0075417
<b>ASFF</b>			
Residential/Farmland	\$4,350,928.	\$1,796,716,281	.0024216
Non-residential	\$13,369,867.	\$3,648,981,095	.0036640
<b>Opted-Out School Boards</b>			
Residential/Farmland	\$50,173.	\$20,718,759	.0024216
Non-residential	\$154,174,	\$42,078,075	.0036640
School Uncollectable Taxes	\$72,847.	\$5,508,494,210	.0000132
Westview Lodge	\$500,814.	\$7,174,992,620	.0000698

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

Read a first time on this 26 day of April, 2016.

Read a second time on this 26 day of April, 2016.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

Read on third time and passed on this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



## AGENDA ITEM

<b>PROJECT:</b> Alberta Municipal Affairs Linear Property Assessment Team		
<b>PRESENTATION DATE:</b> May 10, 2016		
<b>DEPARTMENT:</b> Corporate Services	<b>WRITTEN BY:</b> Denniece Crout	<b>REVIEWED BY:</b> Rudy Huisman/Ron Leaf
<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) Bylaw: _____ Policy: _____		
<b>STRATEGIC PLAN THEME:</b> Well Governed and Leading Organization	<b>PRIORITY AREA:</b> Strategic Management	<b>STRATEGIES:</b> Fiscal Management and Reserve Management Strategy
<b>ATTACHMENT(S):</b> Powerpoint Presentation and 2013-2015 Clearwater County Tax Change Reports		
<b>RECOMMENDATION:</b> That Council receives the information as presented.		

### BACKGROUND:

The Department of Municipal Affairs assesses all the linear property in Alberta. The linear property includes wells and pipeline which is a major revenue source for Clearwater County. The linear assessment represents approximately 43% of the assessment base in Clearwater.

Representatives from the Province's Linear Assessment Unit have compiled data showing the impact of linear assessment in Alberta and more specifically Clearwater County. There will be a question and answer session following the presentation.



# 2016 Tax Year Linear Property Assessment Overview

Clearwater County  
May 10, 2016



## Presenters

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**Mike Minard, AMAA**  
Well and Pipeline Advisor

**Brenda Therrien**  
Utilities Advisor

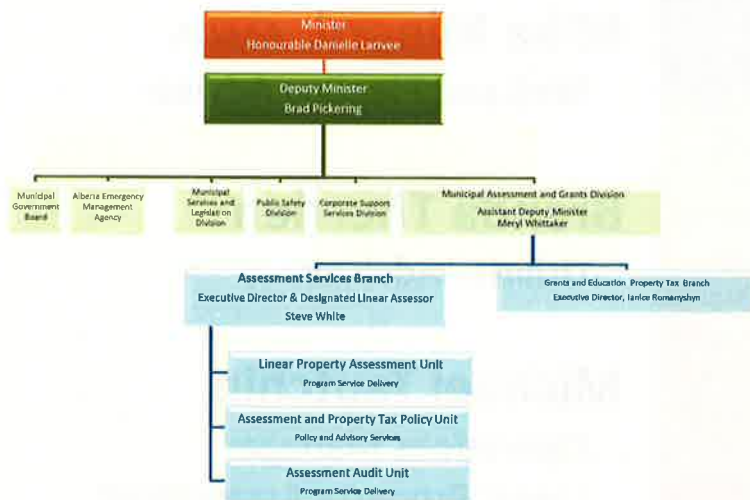
**Michael Tautchin**  
Operations Manager  
Linear Property Assessment

# Agenda

- › Who are we?
- › Responsibilities of the Linear Property Assessment unit
- › Legislated Process
- › Timeline
- › Property Types
- › Property Statistics
- › Overview of the 2016 Tax Year
- › Questions



# Organizational Structure



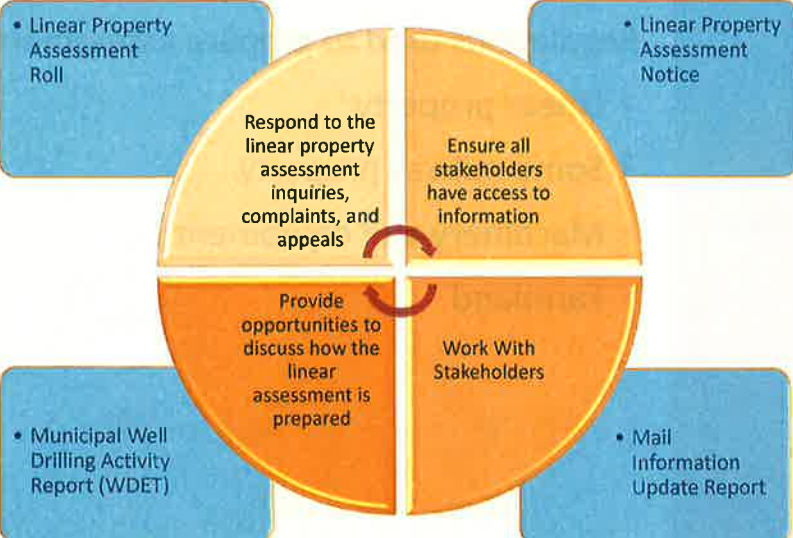


## Who are we?

- We are your linear property assessors
- Our staff possess diverse skills ranging from assessment, engineering, geo-spatial, data analytics and advanced computer administrative capabilities
- Every year the linear property assessment unit provides the “Annual Report”
- The Annual Report is published on the Municipal Affairs web site at:

[http://www.municipalaffairs.alberta.ca/documents/as/2016\\_Annual\\_Report.pdf](http://www.municipalaffairs.alberta.ca/documents/as/2016_Annual_Report.pdf)

## Linear Property Assessment Unit Responsibilities



## Legislated Process

Responsibilities are identified in the Municipal Government Act (MGA):

- Part 9 ~ Assessment
- Part 10 ~ Taxation
- Part 12 ~ Municipal Government Board and,
- The attending regulations:  
Minister's Guidelines

Alberta  
GOVERNMENT

## What are Minister's Guidelines?

Regulations used to prepare assessments

- Linear property
- Some railway property
- Machinery and equipment
- Farmland

Alberta  
GOVERNMENT

## Minister's Guidelines Contents

- Procedures to follow
- Rates to be used
- Formulas
- Factors to be applied (AYM)
- Allowable depreciation



## 2016 Tax Year Linear Property Assessment

### Assessment Notices

**Mailed**  
Friday January 29, 2016

January							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2						1	2
3	4	5	6	7	8	9	3	4	5	6	7	8	9
10	11	12	13	14	15	16	10	11	12	13	14	15	16
17	18	19	20	21	22	23	17	18	19	20	21	22	23
24	25	26	27	28	29	30	24	25	26	27	28	29	30
31													

### Amended Assessment


**Mailed**  
Friday April 8, 2016

February							May						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	1	2	3	4	5	6	7
7	8	9	10	11	12	13	8	9	10	11	12	13	14
14	15	16	17	18	19	20	15	16	17	18	19	20	21
21	22	23	24	25	26	27	22	23	24	25	26	27	28
28	29						29	30	31				

March							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5			1	2	3	4	
6	7	8	9	10	11	12	5	6	7	8	9	10	11
13	14	15	16	17	18	19	12	13	14	15	16	17	18
20	21	22	23	24	25	26	19	20	21	22	23	24	25
27	28	29	30	31			26	27	28	29	30		





## Timeline for 2016 Tax Year

---

**Request for Information (RFI) to be mailed**  
October 21, 2016

**Response to the RFI from companies**  
Friday December 30, 2016

**Government offices will be closed**  
*December 24, 2016 to January 02, 2017*



## 2016 Municipal Government Board (MGB) Complaints

---

3 complaints have been filed:

- Imperial Oil Resources Limited  
Cogeneration facility in the MD of Bonnyville  
Joint recommendation resolution MGB 023/16
- Ember Resources Incorporated  
10 Wells
- Encana Corporation  
10 Wells

## Get Your information via Canada Post's Epost Connect

- Clearwater County does participate in this service
- Thank you
- If you have questions, please contact Gail Reykdal by email at: [gail.reykdal@gov.ab.ca](mailto:gail.reykdal@gov.ab.ca)
- Gail can also be contacted by phone at: 780-422-8302



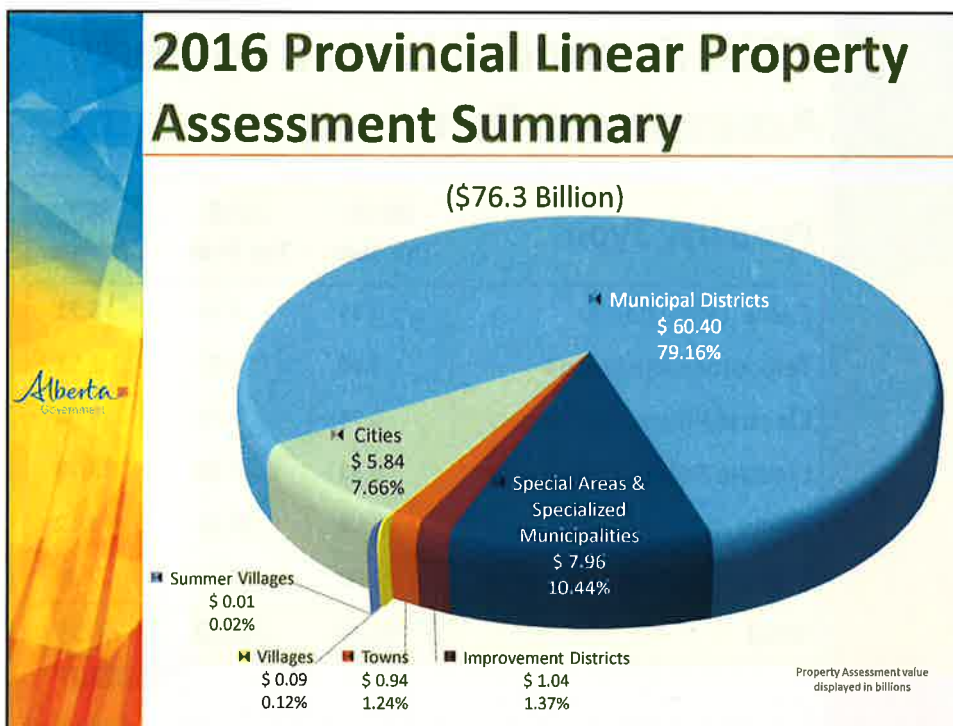
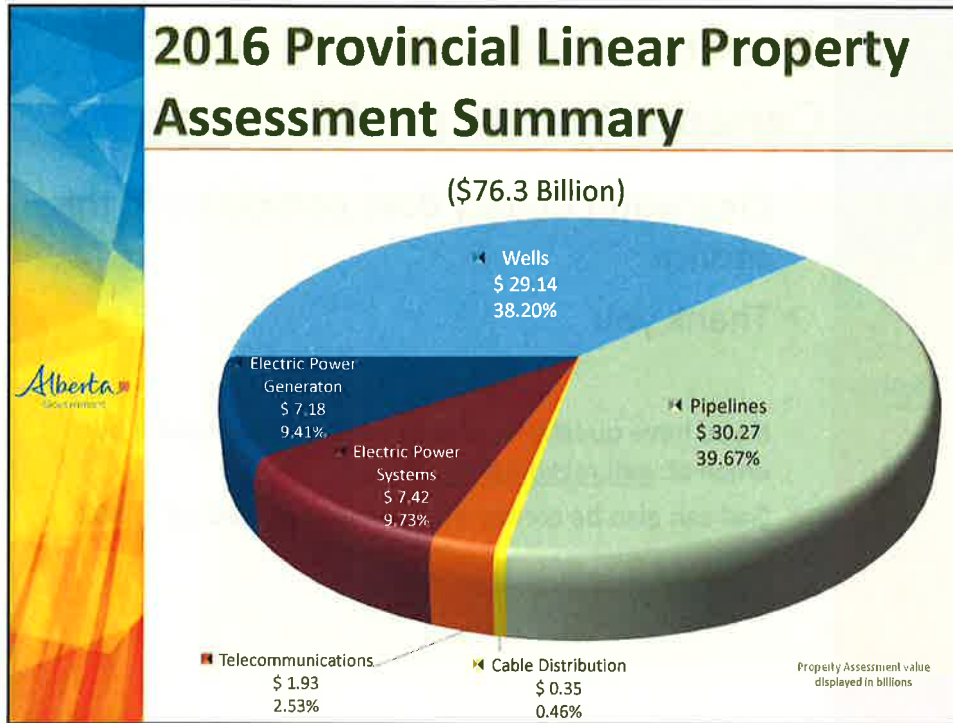
## 2016 Provincial Linear Property Assessment Summary


Property Type	2015 Tax Year	2016 Tax Year	% Change
Cable Television	0.34	0.36	5.71
Telecommunications	1.90	1.93	1.51
Electric Power Systems	6.75	7.42	9.94
Electric Power Generation	6.31	7.18	13.78
Wells	30.08	29.14	-3.12
Pipelines	32.90	30.27	-7.99
<b>Total</b>	<b>78.27</b>	<b>76.30</b>	<b>-2.53</b>

Property Assessment value  
displayed in billions









## 2016 Clearwater County Linear Assessment Summary

- The county's linear property assessment decreased by \$137,198,110 for a total of \$3,137,900,120 in the 2016 tax year
- This change includes a 7.62% decrease due a reduction in construction costs and depreciation and an increase of 3.43% in the inventory for an overall decrease in the assessment of 4.19%



## 2016 Clearwater County Linear Assessment Summary

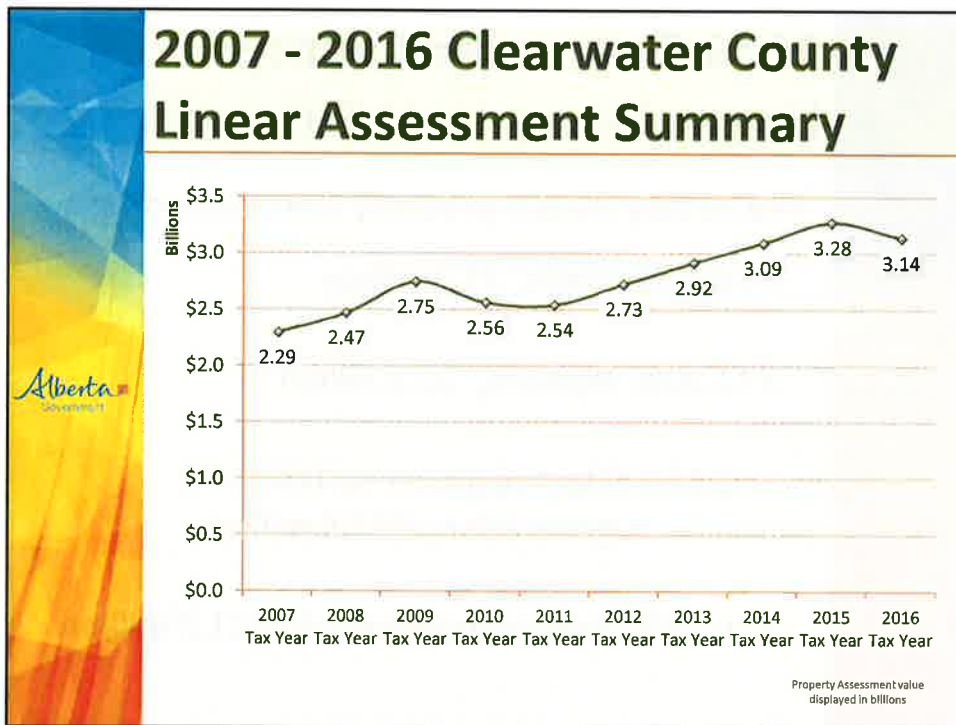
The county's linear property composition is:

- 56.46% Wells, \$1.8 billion
- 41.03% Pipeline, \$1.3 billion
- 2.15% Electric power systems and generation, \$67.5 million
- 0.36% Telecommunication, \$11.2 million

## 2016 Clearwater County Linear Assessment Summary

Property Type	2014 Tax Year	2015 Tax Year	% Change
Cable Television	0.0	0.0	0.0
Telecommunications	10.56	11.22	6.25
Electric Power Systems	51.34	51.29	-4.39
Electric Power Generation	16.95	16.02	-0.09
Wells	1,780.90	1,771.72	-0.57
Pipelines	1,414.35	1,287.46	-8.97
<b>Total</b>	<b>3,275.10</b>	<b>3,137.90</b>	<b>-4.19</b>

Property Assessment value displayed in millions





# Change Report to Municipalities

Included with the Assessment Notices sent on January 29, 2016



- > Why is it important?
- > What does it show us?

Property Type	2015 Assessed	2016 Assessed	Change in Assessment	Change in Growth	Change in Inflation	Change in Policy	% Change Overall	% Change Growth	% Change Inflation	% Change Policy
Water	12,300,000	12,300,000	0	0	0	0	0.00	0.00	0.00	0.00
Electric Power	1,200,000	1,200,000	0	0	0	0	0.00	0.00	0.00	0.00
Telecommunications	1,000,000	1,000,000	0	0	0	0	0.00	0.00	0.00	0.00
Wells	1,000,000	1,000,000	0	0	0	0	0.00	0.00	0.00	0.00
Pipelines	1,000,000	1,000,000	0	0	0	0	0.00	0.00	0.00	0.00
<b>Total</b>	<b>15,500,000</b>	<b>15,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>


# 2016 Alberta Change Report

Property Type	% Change Overall	% Change Growth	% Change Inflation	% Change Policy
Cable Television	5.71	2.23	3.47	0.00
Telecommunications	1.51	0.72	0.79	0.00
Electric Power Systems	9.94	10.45	-0.51	0.00
Electric Power Generation	13.78	14.19	-0.41	0.00
Wells	-3.12	3.43	-6.54	0.00
Pipelines	-7.99	1.39	-9.38	0.00
<b>Overall Change</b>	<b>-2.53</b>	<b>3.97</b>	<b>-6.50</b>	<b>0.00</b>


## Linear Property Overview




Pipelines (PL)




Gas Distribution (GDP)




Wells (WL)



Telecommunication (TEL) & Cable Distribution Undertakings (CBL)




Electric Power Systems (ELE)



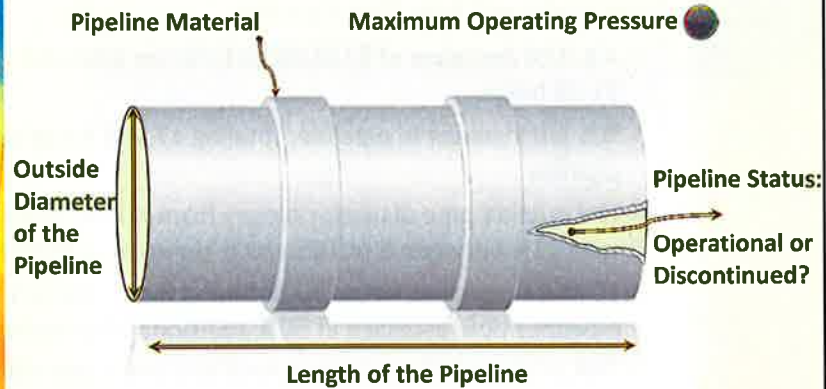
Electric Power Generation (EPG)

## Well and Pipeline Data Source



- Monthly data are received from the AER including attribute and ownership information
- The linear unit uses Geographical Information System (GIS) to determine the residing municipality
- NEB data
- Request for Information / Company data

## Pipelines are assessed on:



## Pipelines

Outside Dia. mm (OD) (Steel PL-ACC PL110)	Base Cost Schedule A (rounded)	Assessment Year Modifier Schedule B	Depreciation Factor Schedule C	Additional Depreciation Schedule D	Total Value per km
33.4 (1")	26,661	1.071	0.67	1.000	\$ 19,131
60.3 (2")	37,052	1.071	0.67	1.000	\$ 26,587
88.9 (3")	49,000	1.071	0.67	1.000	\$ 35,161
114.3 (4")	60,391	1.071	0.67	1.000	\$ 43,335
168.3 (6")	87,043	1.071	0.67	1.000	\$ 62,460
219.1 (8")	115,140	1.071	0.67	1.000	\$ 82,621
323.9 (12")	182,365	1.071	0.67	1.000	\$ 130,860
508 (20")	330,669	1.071	0.67	1.000	\$ 237,278
610 (24")	429,411	1.071	0.67	1.000	\$ 308,133
914 (36")	793,807	1.071	0.67	1.000	\$ 569,612
1067 (42")	1,016,919	1.071	0.67	1.000	\$ 729,711

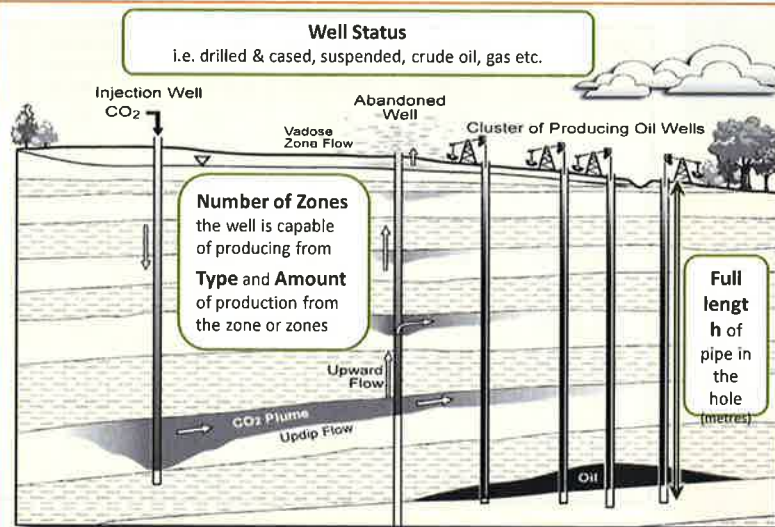
Formula for Schedule A is:  $[(0.568 \times OD^2) + (333.04 \times OD) + 14,904] \times \text{length of PL (km)}$   
 where OD = outside diameter in millimetres

## Clearwater County Linear Property Facts

### Pipelines within the County...

- A 8.97% decrease of \$126,885,040 for an assessed value of \$1.28 billion
- 305 km increase in pipeline, totaling 17,963 km of assessed pipeline
- The outside pipe diameter ranges from ½ inch to 60 inches with 73% between 3 inches and 6 inches in diameter
- 16 more pipelines were discontinued for a total of 116 pipelines now assessed at 90% additional depreciation
- 74% of the pipelines carry natural gas or oil well effluent
- The longest single continuous line is owned by Pembina Pipeline Corporation and is 70 km

## Wells are assessed on:





## Clearwater County Linear Property Facts

### Wells within the County...

- There was a 0.57% decrease of \$10,180,600 for an assessed value of \$1.7 billion
- 140 more producing wells totaling 6,893 assessed wells
- A decrease in well production hours of 177,219 for a total of 29,322,200 hours
- The average well assessment on fully active wells is \$390,000
- The highest assessment for a well is \$793,870
- The average depth of a well is 2,645m and the deepest assessed well is 6,312m

## Telecommunications

Telecommunications (TEL) information is self reported by the company. Our Request For Information includes:

- Number and types of switches
- Length of the copper wire
- Length of fibre optic cable
- Number of drops (customers) and
- POP (Point of Presence) sites
- Number and location of receiving towers
- Cellular equipment

## Cable Distribution

Cable Distribution Undertakings (CBL) information is reported by the company. Our Request For Information includes:

- Headend equipment
- Number of channels
- Length of the above ground or underground cable
- Length of fibre optic cable
- Number of hookups (customers)



## Clearwater County Linear Property Facts

Cable & Telecommunication within the County...

- There is no cable distribution assessment in the county
- There are approximately 2,350 km of copper wire with an assessed value of \$4.1 million
- There are approximately 110 km of fibre optic cable with an assessed value of \$0.7 million
- There was an 6.25% increase of \$660,530 in the telecommunication assessment for a total of \$11.2 million
- There are 27 towers and 13 cellular equipment sites with an assessed value of \$3.8 million



## Electric Power Generation

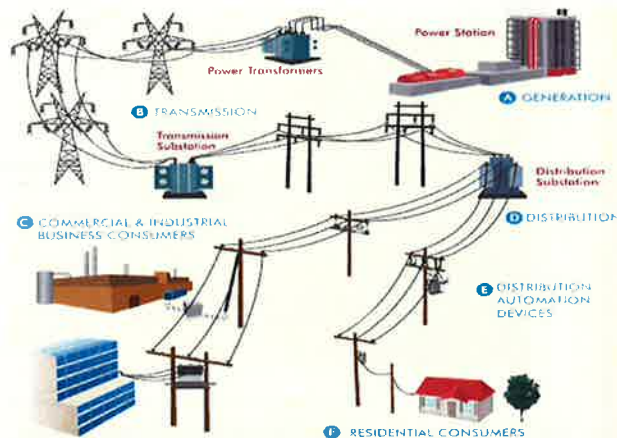
Electric Power Generation (EPG) information is reported by the company. We request all project costs and project descriptions.



Alberta  
Government

## Electric Power Systems

Electric Power Systems (ELE) information is reported by the company.



Alberta  
Government

## Clearwater County Linear Property Facts

### Electric power within the County...

- Electric power systems had a 0.09% decrease of \$48,310 for a total assessment of \$51.3 million
- There are over 400 km of electric transmission lines with an assessed value of \$24.8 million
- There are 10 electric power substations with an assessed value of \$14.6 million
- Electric power generation had a 4.39% decrease of \$744,690 for a total assessment of \$16.2 million
- There are 2 electric power generation facilities for a total assessment of \$16.2 million



## Requests for Information

The screenshot shows the 'Alberta Major Projects' website interface. At the top, it displays 'Value: \$44.9M (of \$205.4B)' and 'Projects: 2 of 305'. Below this is a search bar with 'Clearwater County' entered and a red circle around it. To the left of the map, there is a 'Map' button with a red circle around it. The map shows a geographical view of Alberta with a blue pin indicating a location in the Clearwater County area. On the right side of the map, there are filters for 'Estimated Cost' (ranging from \$50M to \$100M+) and 'Tweets'.

<http://www.albertacanada.com/business/statistics/inventory-of-major-projects.aspx>





# Requests for Information

**Alberta Major Projects**  
An inventory of private and public sector projects in Alberta valued at \$1 million or greater.

View: \$44.9M of \$205.6M  
Projects: 3 of 683

Filter: **Create New**

NAME	MUNICIPALITY	SECTOR / TYPE	EST. COST	PROJECT STAGE	EST. START/END
Line 11 Parc	Chambers County	Infrastructure Roadwork	\$11.6M	Progress	2014-2016
O'Connell Middle School	Chambers County	Industrial / School	\$23.5M	Under Construction	2014-2016
Roadwork-16722	Chambers County	Infrastructure Roadwork	\$8.0M	Under Construction	

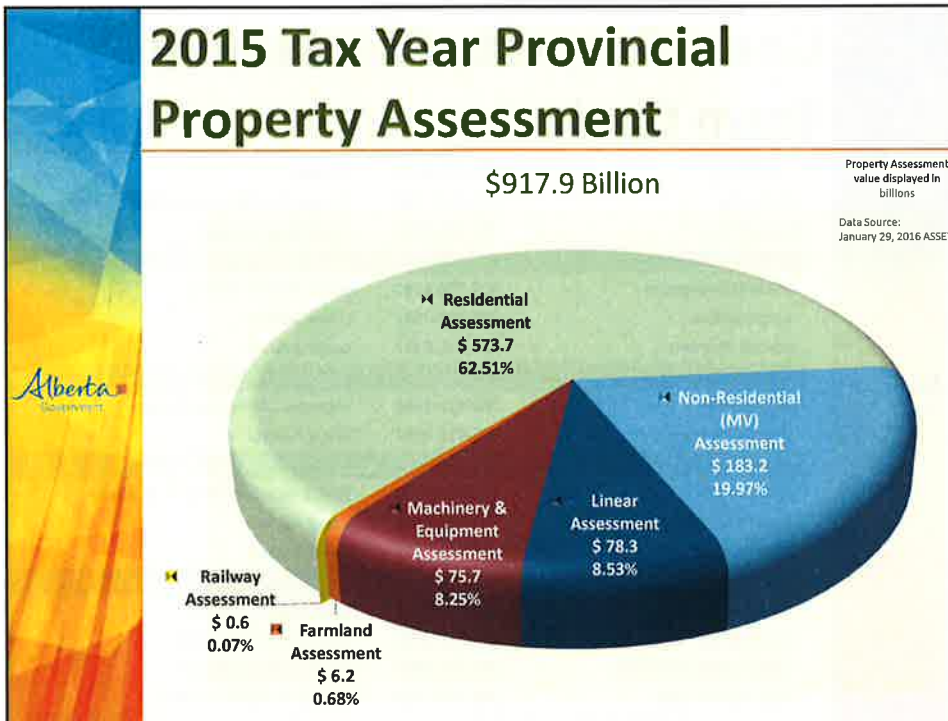
Estimated cost: \$5.0M - \$1.0B+

Only those currently added

Tweets

<http://www.albertacanada.com/business/statistics/inventory-of-major-projects.aspx>

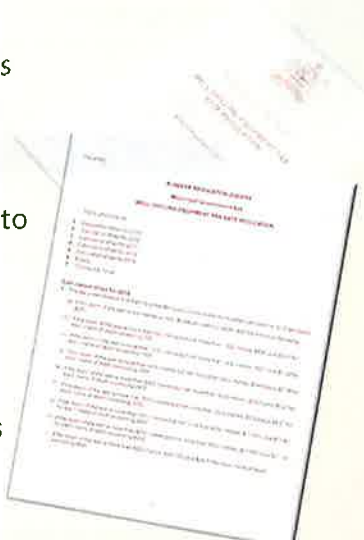
# 2015 Tax Year Provincial Property Assessment



## Provincial Well Drilling Activity

Well drilling activity reports are provided to municipalities when a drill completion date was recorded at the AER for wells drilled within the municipal boundary in order to support the Well Drilling Equipment Tax Regulation.

The Activity Report now includes a total calculation as prescribed by the WDET Regulation.



## Linear Property Assessment Team Contacts

Chris Risling	780-422-8414	Director
David Imrie	780-427-1688	Manager, Utilities Operations
Michael Tautchin	780-644-8933	Operations Manager
<b>Electric Power Systems</b>		
Michael Georgeson	403-754-6203	Linear Advisor (Red Deer)
Aaron Slotsve	780-644-7507	Linear Advisor
Brenda Therrien	780-422-8357	Linear Advisor
<b>Telecommunication Systems</b>		
David Imrie	780-427-1688	Manager, Utilities Operations
Brenda Therrien	780-422-8357	Linear Advisor
<b>Well and Pipeline</b>		
Janet Hayes	403-754-6298	Well & Pipe Coordinator (Red Deer)
Shanna McConnell	780-427-3969	Linear Advisor
Mike Minard	780-643-6381	Linear Advisor
<b>Technical Staff</b>		
Maureen Maddock	780-644-7824	Assessment Technician
Gail Reykdal	780-422-8302	Assessment Technician
Claire Pemberton-Pigott	780-422-8887	Assessment Technician
Anita Sjouwerman	780-427-2725	Quality Assurance Analyst

**QUESTIONS**

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**Alberta Municipal Affairs**  
**Alberta Linear Property Assessment System**  
**2014 Tax Year Change Report**

**Municipal Taxable Linear Property Assessment**

Tax Jurisdiction MA ID: 377 Clearwater County

Property Type	LPAU Count	2012 AY Linear Assessment	2013 AY Linear Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall % Change	% Change Due To Growth	% Change Due To Inflation	% Change Due To Policy
ELE	150	49,878,960	50,172,700	293,740	333,260	-39,520	0	0.59	0.67	-0.08	0.00
EPG	2	17,950,860	17,296,330	-654,530	0	-654,530	0	-3.65	0.00	-3.65	0.00
PL	9,719	1,334,105,040	1,388,359,610	54,254,570	19,122,350	35,132,220	0	4.07	1.43	2.63	0.00
TEL	41	10,042,910	10,441,110	398,200	210,960	187,240	0	3.96	2.10	1.86	0.00
WL	6,482	1,504,757,310	1,625,856,770	121,099,460	73,733,270	47,366,190	0	8.05	4.90	3.15	0.00
<b>Total</b>	<b>16,394</b>	<b>2,916,735,080</b>	<b>3,092,126,520</b>	<b>175,391,440</b>	<b>93,399,840</b>	<b>81,991,600</b>	<b>0</b>	<b>6.01</b>	<b>3.20</b>	<b>2.81</b>	<b>0.00</b>

**Provincial Taxable Linear Property Assessment**

Property Type	2012 AY Linear Assessment	2013 AY Linear Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall % Change	% Change Due To Growth	% Change Due To Inflation	% Change Due To Policy
CBL	300,098,170	335,627,150	35,528,980	15,122,950	20,406,030	0	11.84	5.04	6.80	0.00
ELE	5,339,646,450	6,045,223,220	705,576,770	689,043,950	16,532,820	0	13.21	12.90	0.31	0.00
EPG	5,752,260,740	5,950,592,750	198,332,010	242,028,110	-43,696,100	0	3.45	4.21	-0.76	0.00
PL	30,846,264,420	32,257,006,380	1,410,741,960	611,474,020	799,267,940	0	4.57	1.98	2.59	0.00
TEL	1,875,716,280	1,884,667,910	8,951,630	-25,854,230	34,805,860	0	0.48	-1.38	1.86	0.00
WL	26,887,437,940	28,586,585,090	1,699,147,150	794,328,590	904,818,560	0	6.32	2.95	3.37	0.00
<b>Provincial Total</b>	<b>71,001,424,000</b>	<b>75,059,702,500</b>	<b>4,058,278,500</b>	<b>2,326,143,390</b>	<b>1,732,135,110</b>	<b>0</b>	<b>5.72</b>	<b>3.28</b>	<b>2.44</b>	<b>0.00</b>

**Legend**

**CBL** - Cable Distribution Undertaking  
**ELE** - Electric Power  
**EPG** - Electric Power Generation

**PL** - Pipeline (includes Gas Distribution)  
**TEL** - Telecommunications Carrier  
**WL** - Well



**Alberta Municipal Affairs**  
**Alberta Linear Property Assessment System**  
**2015 Tax Year Change Report**

**Municipal Taxable Linear Property Assessment**

Tax Jurisdiction MA ID: 377 Clearwater County

Property Type	LPAU Count	2013 AY Linear Assessment	2014 AY Linear Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall % Change	% Change Due To Growth	% Change Due To Inflation	% Change Due To Policy
ELE	146	50,172,700	51,337,920	1,165,220	1,397,480	-232,260	0	2.32	2.79	-0.46	0.00
EPG	2	17,296,330	16,946,740	-349,590	0	-349,590	0	-2.02	0.00	-2.02	0.00
PL	11,152	1,388,134,290	1,415,332,520	27,198,230	16,393,350	10,804,880	0	1.96	1.18	0.78	0.00
TEL	45	10,441,110	10,637,400	196,290	260,220	-63,930	0	1.88	2.49	-0.61	0.00
WL	9,322	1,625,740,220	1,781,907,100	156,166,880	122,093,240	34,073,640	0	9.61	7.51	2.10	0.00
<b>Total</b>	<b>20,667</b>	<b>3,091,784,650</b>	<b>3,276,161,680</b>	<b>184,377,030</b>	<b>140,144,290</b>	<b>44,232,740</b>	<b>0</b>	<b>5.96</b>	<b>4.53</b>	<b>1.43</b>	<b>0.00</b>

**Provincial Taxable Linear Property Assessment**

Property Type	2013 AY Linear Assessment	2014 AY Linear Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall % Change	% Change Due To Growth	% Change Due To Inflation	% Change Due To Policy
CBL	335,720,330	336,699,900	979,570	1,470,630	-491,060	0	0.29	0.44	-0.15	0.00
ELE	6,045,223,220	6,715,585,630	670,362,410	680,363,950	-10,001,540	0	11.09	11.25	-0.17	0.00
EPG	5,960,768,410	6,271,496,120	310,727,710	384,250,210	-73,522,500	0	5.21	6.45	-1.23	0.00
PL	32,010,860,360	32,904,648,300	893,787,940	638,292,130	255,495,810	0	2.79	1.99	0.80	0.00
TEL	1,881,477,640	1,908,571,540	27,093,900	38,489,520	-11,395,620	0	1.44	2.05	-0.61	0.00
WL	28,579,681,140	30,088,232,730	1,508,551,590	840,394,900	668,156,690	0	5.28	2.94	2.34	0.00
<b>Provincial Total</b>	<b>74,813,731,100</b>	<b>78,225,234,220</b>	<b>3,411,503,120</b>	<b>2,583,261,340</b>	<b>828,241,780</b>	<b>0</b>	<b>4.56</b>	<b>3.45</b>	<b>1.11</b>	<b>0.00</b>

**Legend**

**CBL** - Cable Distribution Undertaking  
**ELE** - Electric Power  
**EPG** - Electric Power Generation

**PL** - Pipeline (includes Gas Distribution)  
**TEL** - Telecommunications Carrier  
**WL** - Well



**Alberta Municipal Affairs**  
**Alberta Linear Property Assessment System**  
**2016 Tax Year Change Report**

**Municipal Taxable Linear Property Assessment**

Tax Jurisdiction MA ID: 377 CLEARWATER COUNTY

Property Type	LPAU Count	2014 AY Linear Assessment	2015 AY Linear Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall % Change	% Change Due To Growth	% Change Due To Inflation	% Change Due To Policy
ELE	145	51,337,920	51,289,610	-48,310	560,480	-608,790	0	-0.09	1.09	-1.19	0.00
EPG	2	16,946,740	16,202,050	-744,690	0	-744,690	0	-4.39	0.00	-4.39	0.00
PL	10,144	1,414,348,460	1,287,463,420	-126,885,040	14,739,650	-141,624,690	0	-8.97	1.04	-10.01	0.00
TEL	46	10,560,190	11,220,720	660,530	391,790	268,740	0	6.25	3.71	2.54	0.00
WL	6,893	1,781,904,920	1,771,724,320	-10,180,600	96,679,840	-106,860,440	0	-0.57	5.43	-6.00	0.00
<b>Total</b>	<b>17,230</b>	<b>3,275,098,230</b>	<b>3,137,900,120</b>	<b>-137,198,110</b>	<b>112,371,760</b>	<b>-249,569,870</b>	<b>0</b>	<b>-4.19</b>	<b>3.43</b>	<b>-7.62</b>	<b>0.00</b>

**Provincial Taxable Linear Property Assessment**

Property Type	2014 AY Linear Assessment	2015 AY Linear Assessment	Change In Assessment	Change Due To Growth	Change Due To Inflation	Change Due To Policy	Overall % Change	% Change Due To Growth	% Change Due To Inflation	% Change Due To Policy
CBL	336,699,900	355,917,510	19,217,610	7,524,180	11,693,430	0	5.71	2.23	3.47	0.00
ELE	6,750,618,100	7,421,294,100	670,676,000	705,206,440	-34,530,440	0	9.94	10.45	-0.51	0.00
EPG	6,309,818,380	7,179,448,660	869,630,280	895,411,230	-25,780,950	0	13.78	14.19	-0.41	0.00
PL	32,896,121,250	30,268,744,680	-2,627,376,570	456,974,070	-3,084,350,640	0	-7.99	1.39	-9.38	0.00
TEL	1,900,156,260	1,928,772,320	28,616,060	13,587,960	15,028,100	0	1.51	0.72	0.79	0.00
WL	30,080,330,910	29,142,295,010	-938,035,900	1,030,369,570	-1,968,405,470	0	-3.12	3.43	-6.54	0.00
<b>Provincial Total</b>	<b>78,273,744,800</b>	<b>76,296,472,280</b>	<b>-1,977,272,520</b>	<b>3,109,073,450</b>	<b>-5,086,345,970</b>	<b>0</b>	<b>-2.53</b>	<b>3.97</b>	<b>-6.50</b>	<b>0.00</b>

**Legend**

**CBL** - Cable Distribution Undertaking  
**ELE** - Electric Power  
**EPG** - Electric Power Generation

**PL** - Pipeline (includes Gas Distribution)  
**TEL** - Telecommunications Carrier  
**WL** - Well



# Clearwater County

## Councilor and Board Member Remuneration Statement

For the Year of ....2016.....

Name of Councilor / Board Member ..... EARL GRAHAM .....

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 \$159.00	Next 4 Hours \$126.00	Next 4 Hours \$126.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.54 / km
April 1/16	COUNCIL w/s				✓		92
April 4/16	LIBRARY	✓					22
April 6/16	LIBRARY Plan of S.	✓					22
April 12/16	COUNCIL				✓		92
April 12/16	AG SOCIETY			✓			22
April 13/16	ICC	✓					22
April 14/16	MPC	✓	✓				92
April 14/16	SPIRT			✓			22
April 16/16	ANP				✓		92
April 22/16	SPOG	✓	✓				90
April 25/16	BROADBAND				✓		92
April 26/16	COUNCIL				✓		92
April 28/16	LIBRARY P/S	✓					22

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### Remuneration Calculation

6	Meetings @ \$159.00=	954.00	774	Kms @ \$0.54=	417.96
4	Meetings @ \$126.00=	504.00	0	Lunch @ \$16.00=	0
5	Meetings @ \$288.00=	1440.00			
	Supervision=	550.00			
	<b>TOTAL=</b>	<b>3448.00</b>		<b>TOTAL=</b>	<b>417.96</b>

Signature {Councilor / Board Member}  .....

# Clearwater County Councilor and Board Member Remuneration Statement

For the Year of ...2016.....

Name of Councilor / Board Member ..... Theresa Loring .....

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 \$159.00	Next 4 Hours \$126.00	Next 4 Hours \$126.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.54 / km
Mar 8	Council				✓		14
Mar 9	FCSS	✓					14
Mar 10	Travel to Finance	✓					182
Mar 11	Reynolds Regl Affairs	✓	✓	✓			182
Mar 13	AAMDC Travel	✓					230
Mar 14	AAMDC EOP	✓	✓				—
Mar 15	AAMDC	✓	✓				—
Mar 16	AAMDC	✓	✓				230
Mar 22	Council				✓		14
Mar 21	Clearwater Housing	✓					14
Mar 23	Wardens C/As	✓					195
Mar 24	Visitor In Cent	✓					14

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## Remuneration Calculation

<u>10</u>	Meetings @ \$159.00=	<u>1590.00</u>	<u>1089</u>	Kms @ \$0.54=	<u>588.06</u>
<u>5</u>	Meetings @ \$126.00=	<u>630.00</u>	<u>0</u>	Lunch @ \$16.00=	<u>0</u>
<u>2</u>	Meetings @ \$288.00=	<u>576.00</u>			
	Supervision=	<u>550.00</u>			
	<b>TOTAL=</b>	<u>3346.00</u>		<b>TOTAL=</b>	<u>588.06</u>
			Hotels : 734.07 + 117.71		

Signature {Councilor / Board Member} ..... Loring .....



Best Western AIRDRIE

121 EDMONTON TRAIL  
AIRDRIE, AB T4B1S2

(403) 948-3838

guest.services@bestwesternairdrie.com

bestwesternairdrie.com

C/O 03/11/2016 08:08 AM TS

Loyalty Club: 6006637476419940 BLUE

Room # 220-A

Registered To:

LAING, THERESA  
Box 550  
4340-47 Ave  
Rocky Mountain House, AB T4T 1A4

Conf # 18078  
Arrival 03/10/16  
Departure 03/11/16

Room Type INTQ-Interior QN  
Guests 2 / 0

Payment Visa/Master  
Acct XXXX-XXXX-XXXX-XXXX

(403) 846-4005

Posting Date	Oper	AcctCode	Description	From	Reference	Amount
03/10/16	MV	RC	ROOM CHRG REVENUE			\$119.99
03/10/16	MV	RD	RATE DISCOUNT REV		BW - Discount	\$12.00-
03/10/16	MV	9	GST			\$5.40
03/10/16	MV	91	TOURISM LEVY			\$4.32
03/11/16	TS	VS	PAYMENT VISA/MC			\$117.71-
<b>Balance Due</b>						<b>\$0.00</b>

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF SUCH CHARGES.

X \_\_\_\_\_  
GUEST SIGNATURE

EACH BEST WESTERN® BRANDED HOTEL IS INDEPENDENTLY OWNED AND OPERATED

\_\_\_\_\_  
Signature

UNION BANK INN  
10053 JASPER AVENUE  
EDMONTON, AB T5J 1S5  
780.423.3600

**INN**  
AISSANCE STYLE

**H5** GUEST  
ACCOUNT

Merchant ID: 5764203 Ref #: 014  
Term ID: 002  
Clerk ID: 3

**LAING THERESA**  
PO BOX 550  
4340-47 AVENUE  
ROCKY MOUNTAIN HOUSE, AB  
T4T 1A4  
CLEARWATER COUNTY  
**Room # 201 Invoice # 126989**

**Pre-Auth Compl**

XXXXXXXXXXXX4609

VISA Entry Method: Chip

03/16/16 09:03:58

Inv #: 000014 Appr Code: 006052

Apprvd Batch#: 076001

Original Pre-Auth Amount: \$ 790.00

Total: \$ 734.07

I agree to pay above total amount according to card issuer agreement (Merchant agreement if credit voucher). Retain this copy for statement verification.

Application Label: Visa Credit  
AT: A0000000031010  
iVR: 00 00 00 00 00  
TSI: F8 00

Customer Copy

Date: 03/16/16

DEPARTMENT	DESCRIPTION	AMOUNT
2-Room Charg		189.00
11-Tourism Le	On Room Charge	7.56
12-DMF		5.67
11-Tourism Le	On DMF	0.23
9-Parking Pa	GMC 2DAY#17441210	30.00
2-Room Charg		189.00
11-Tourism Le	On Room Charge	7.56
12-DMF		5.67
11-Tourism Le	On DMF	0.23
9-Parking Pa	GMC 2DAY#17441210	30.00
7-Madisons	888/1002	3.00
2-Room Charg		189.00
11-Tourism Le	On Room Charge	7.56
12-DMF		5.67
11-Tourism Le	On DMF	0.23
9-Parking Pa	GMC 2DAY#17441210	30.00
01-Visa		-734.07
	GST On DMF	0.84
	GST On Parking Pass	4.50
	GST On Room Charge	28.35
	<b>Tax Reg. # R897343794</b>	

BILLING INSTRUCTIONS

BALANCE DUE

0.00

COMPANY

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE

X

ATTENTION

**UNION BANK INN**

A CENTURY OF HISTORY · MODERN RENAISSANCE STYLE

10053 Jasper Avenue, Edmonton, AB, Canada T5J 1S5

Phone: 780.423.3600 • Fax: 780.423.4623

E-mail: info@unionbankinn.com • Web: unionbankinn.com

