

CLEARWATER COUNTY COUNCIL AGENDA
March 13, 2018
9:00 am
Council Chambers
4340 – 47 Avenue, Rocky Mountain House, AB

9:00 am Public Hearing: Bylaw 1035/18 Land Use Amendment (LUA)

1:00 pm Closed Session: On Sight Development

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. February 27, 2018 Regular Meeting Minutes

D. PLANNING

9:00 am Public Hearing Bylaw 1035/18 LUA Pt NE 29 35 05 W5M

1. Bylaw 1035/18 - Consideration of Second and Third Readings
2. Economic Development Strategy Working Group

E. AGRICULTURE & COMMUNITY SERVICES

1. Crammond Community Hall Grant Request

F. CORPORATE SERVICES

1. Genesis Reciprocal Insurance Exchange Annual General Meeting

G. MUNICIPAL

1. Council Committees Bylaw and Committee Terms of Reference
2. Provincial Broadband Survey
3. Application for Judicial Review of 2017 Municipal Election – Legal Costs
4. Alberta Association of Municipal Districts and Counties 2018 Spring Conference Resolutions
5. Private Member's Motion on Rural Crime in Canada

H. INFORMATION

1. Interim CAO's Report
2. Public Works Directors' Report
3. Accounts Payable
4. Councillor's Verbal Report
5. Councillor Remuneration
6. Central Alberta Economic Partnership (CAEP) Investment Attraction Matrix

I. CLOSED SESSION

1. 1:00 pm - On Sight Development; *FOIP s.16 – Disclosure Harmful to Business Interests of a Third Party*

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

J. ADJOURNMENT

TABLED ITEMS

<u>Date</u>	<u>Item, Reason and Status</u>
06/13/17	213/17 identification of a three-year budget line for funding charitable/non-profit organizations' operational costs pending review of Charitable Donations and Solicitations policy amendments.
11/28/17	464/17 Live Video Feed in Council Chambers pending more information and additional quotes on alternative live video feed systems



REQUEST FOR DECISION

SUBJECT: Application No. 04/17 to amend the Land Use Bylaw – Public Hearing 9:00 a.m Delegation		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Planning & Development	WRITTEN BY: Holly Bily	REVIEWED BY: Rick Emmons & Keith McCrae
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Clearwater County Bylaw No. 714/01 The Land Use Bylaw Clearwater County Municipal Development Plan (2010)		
STRATEGIC PLAN THEME: Managing our Growth	PRIORITY AREA: Planning	STRATEGIES: Ensure appropriate land use planning for public infrastructure, rural subdivisions, hamlets and commercial and industrial lands.
ATTACHMENT(S): Application to Amend Land Use Bylaw, Bylaw 1035/18 with Schedule "A", Agriculture District "A", Aerial Photos		

STAFF RECOMMENDATION:
Pending the results of the public hearing, it is recommended Council grant 2nd and 3rd readings to Bylaw 1035/18

BACKGROUND:
Janis Lewis-Hrappstead holds title to Pt. NE 29-35-05-W5M within the southeast corner of the quarter section, containing 19.06 acres. The subject land is in the Industrial District "I" and is located southwest of the Village of Caroline along Highway 22, approximately 3 ½ miles south of Highway 54. This application is for the redesignation of the subject property to the Agriculture District "A", as the applicant currently utilizes the property as a farm residential site.

Planning records indicate the subject parcel of land existed prior to August of 1964. It appears the creation of the parcel was a result of road widening, conducted by Alberta Transportation along Highway 22 to be used as a staging yard. Records demonstrate Dukestead Transportation Ltd. has operated out of the subject land in the past, however no industrial activity is currently taking place on the property.

The application is to go before Council for the redesignation of a 19.06 acres parcel, from the Industrial District "I" to the Agriculture District "A". As previously stated the subject

land is being utilized as a farm residential site, complete with a residence, detached garage, ancillary building and shop. It is the applicant's intent, should the property be redesignated, to graze cattle on the subject parcel. The applicant believes that the proposed change in land use will reduce property taxes, making the land more valuable in resale for estate planning purposes.

Legal and physical access to the subject parcel is by way of Highway 22, adjacent to the east property boundary of the quarter section. Access to this land will not change. The remainder of the quarter section has legal and physical access via Highway 22.

Planning Considerations:

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

Clearwater County's Municipal Development Plan, Section 12.2.4 states:

Clearwater County will consider, where applicable, the following when evaluating an application to redesignate, subdivide or develop land:

- a) Impact on adjoining and nearby land uses;
- b) Impact on natural capital, including agricultural land;
- c) Impact on the environment;
- d) Scale and density;
- e) Site suitability and capacity;
- f) Road requirements and traffic impacts, including access and egress considerations, including Subdivision and Development Regulations related to land in the vicinity of a highway;
- g) Utility requirements and impacts;
- h) Open space needs;
- i) Availability of protective and emergency services;
- j) FireSmart provisions;
- k) Impacts on school and health care systems;
- l) Measures to mitigate effects;
- m) County responsibilities that may result from the development or subdivision; and any other matters the County considers relevant.

First Reading:

At the regular Council meeting held on January 23, 2018, Council reviewed and gave first reading to Bylaw 1035/18. As required by legislation, notice of today's Public Hearing was advertised in the local newspapers and comments were invited from adjacent landowners and referral agencies.

Upon consideration of the representations made at the Public Hearing, Council will consider whether or not to grant second and third readings to Bylaw 1035/18.

BYLAW NO. 1035/18

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

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

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

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

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

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

READ A FIRST TIME this _____ day of _____ A.D., 2018.

REEVE

MUNICIPAL MANAGER

PUBLIC HEARING held this _____ day of _____ A.D., 2018.

READ A SECOND TIME this _____ day of _____ A.D., 2018.

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

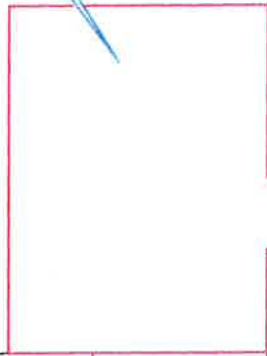
REEVE

MUNICIPAL MANAGER

D1

HWY 22

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



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



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





CLEARWATER COUNTY

Application for Amendment to the Land Use Bylaw

Application No. 04/17

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

APPLICANT: Janis Lewis Hrapstead

ADDRESS & PHONE: [REDACTED]

REGISTERED OWNER: Janis Lewis Hrapstead

ADDRESS & PHONE: [REDACTED]

AMENDMENT REQUESTED:

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

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

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

DATE: Oct ²⁰¹⁷ Nov. 8 2017 APPLICANT'S SIGNATURE Janis Hrapstead

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

APPLICATION FEE OF 600⁰⁰ DATE PAID: Nov 14, 2017 RECEIPT NO. 133212

K Gilham
SIGNATURE OF DEVELOPMENT OFFICER
IF APPLICATION COMPLETE

IMPORTANT NOTES ON REVERSE SIDE

13.4 (1) AGRICULTURE DISTRICT "A"

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

A. PERMITTED USES

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

NOTE:

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

B. DISCRETIONARY USES

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

C. **DISCRETIONARY USES** allowed in this District ONLY where Incidental or Subordinate to the Principal Use of the lands contained in the current Certificate of Title.

1. Second and additional residences on a lot on which all of the requirements of Section 6.6 are satisfied
2. Abattoir
3. Airport or heliport occupying 2 hectares (5 acres) or less
4. Agricultural equipment service and sales
5. Auto-wreckers providing proper screening is employed
6. Dude ranch or vacation farm
7. Farm subsidiary occupation
8. Game farming or game ranching for viewing, tourism or recreational purposes
9. Home occupation
10. Kennel
11. Market gardening
12. Off-parcel drainage works
13. Riding or roping and livestock showing stable or arena
14. Sawmill or postmill with annual volume of at least 530 cubic metres (1/4 million board feet) of standing timber
15. Sod farm
16. Top soil stripping and sales
17. Tradesperson's business, including contractors for plumbing, heating, electrical carpentry, auto-body, mechanical, masonry, excavation, construction, trucking and the like.
18. Unoccupied and unserviced manufactured home storage (one only)
19. Veterinary clinic
20. Zoo

D. **ACCEPTABLE LOT SIZE**

1. Except as provided for in subsections 2, the acceptable lot size is all of the land contained in an existing lot unless otherwise approved by the Development Officer subject to:
 - (a) The new lot being used exclusively for the approved development; and
 - (b) The developer entering into an agreement and/or Letter of Undertaking with the Municipality regarding placing the intended use or development on the proposed lot.
2. Regarding a first residential parcel out of an unsubdivided quarter section or out of the largest agricultural parcel within a previously subdivided quarter section that does not already contain a residential subdivision:
 - (a) Where the first residential parcel would include all or part of an existing farmstead, the parcel size shall not be less than 0.91 hectares

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

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

E. MINIMUM DEPTH OF FRONT YARD

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

F. MINIMUM WIDTH OF SIDE YARD

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

G. MINIMUM DEPTH OF REAR YARD

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

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

H. LANDSCAPING

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

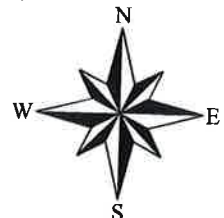
Redistrict 19.06 acres
from Industrial "I"
to Agriculture "A"

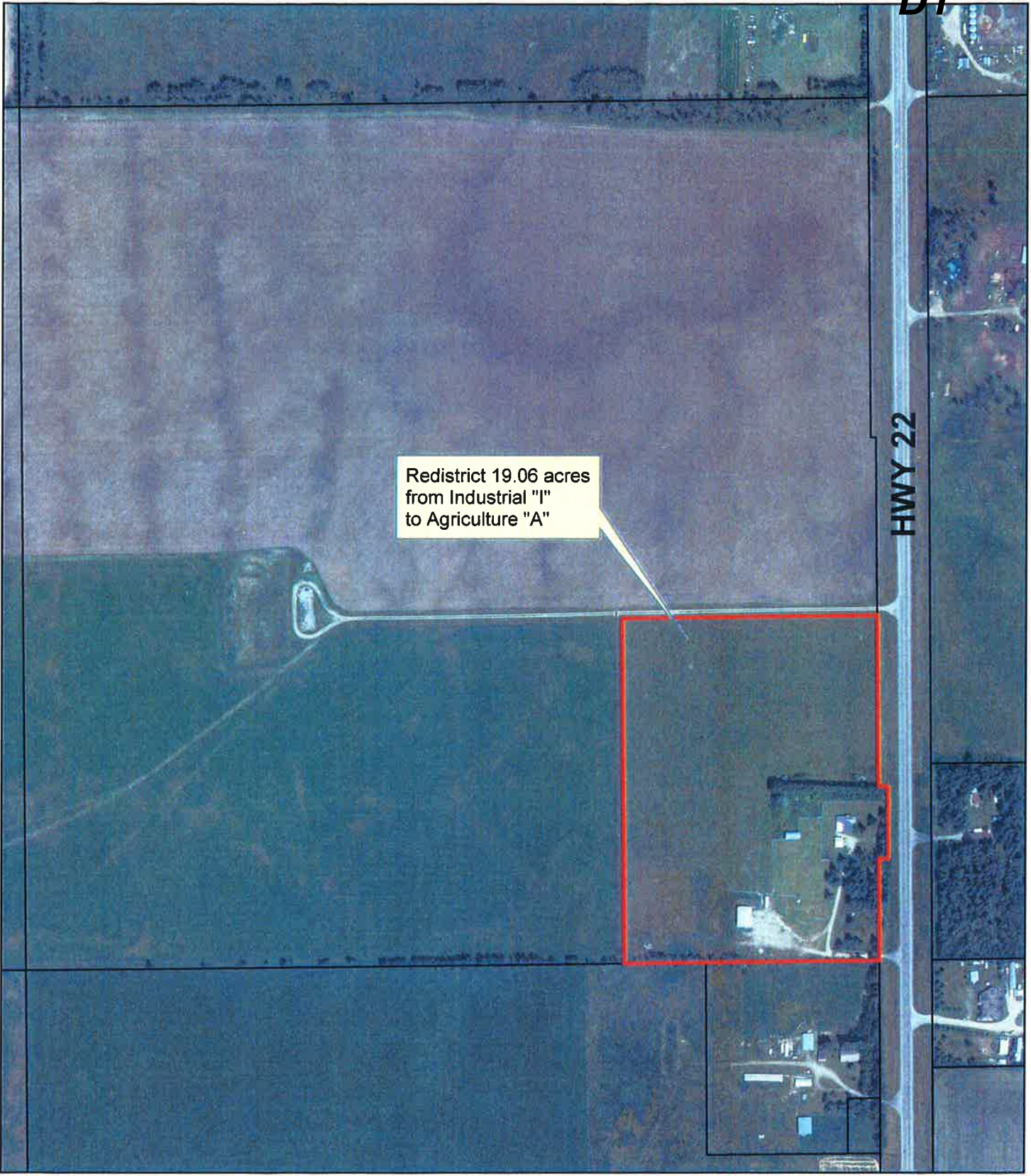


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Application 04/17 to Amend the Land Use Bylaw
Redistrict +/- 19.06 acres
in PT NE 29-35-05 W5M
From Industrial District "I" to Agriculture District "A"
Janis Lewis-Hrappstead





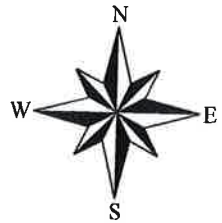
Redistrict 19.06 acres
from Industrial "I"
to Agriculture "A"

HWY 22

1:5,000



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





REQUEST FOR DECISION

SUBJECT: Economic Development Strategy Working Group		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Planning	WRITTEN BY: Jerry Pratt	REVIEWED BY: Keith McCrae and Rick Emmons, Interim CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Managing our Growth	PRIORITY AREA: 1.3 Generate an innovative local economy that stimulates opportunities for investment, business and training	STRATEGIES: 1.3.3 Advance the findings of the Reeves Economic Summit by partnering with local Chambers of Commerce, businesses or other stakeholders to initiate or support marketing programs that will generate economic activity.
STAFF RECOMMENDATION: That Council appoints one member to participate on the Economic Development Strategy Working Group.		

BACKGROUND: Administration is starting the process of creating an Economic Development Strategy. An important part of this process is having an Economic Development Strategy Working Group to use as a sounding board as information is collected and prepared for Council and the public.

This Working Group should consist of a maximum of 7 members:

- 5 business owners/managers
- 1 Economic Development Officer
- 1 Clearwater County Councillor (Optional)

The purpose of the Working Group is to provide the Economic Development Officer with input and feedback as he collects data and prepares the Strategy for Council. The Working Group would exist for a period of about 8 months, disbanding once an Economic Development Strategy has been approved by Council. It is anticipated the Working Group will meet 3 times during this period, and correspondence will be primarily through e-mail. The Strategy will focus

on the obstacles and opportunities for growth of businesses in Clearwater, which is why the Working Group members should be business owners or managers.

The following is additional information about Economic Development and the timeline for creating the Economic Development Strategy.

“The purpose of Economic Development is to build up the economic capacity of a local area to improve its economic future and the quality of life for all. Economic Development is a process by which public, business and non-governmental sector partners work collectively to create better conditions for economic growth and employment generation.” ~ World Bank

“Economic Development is the process of developing, diversifying, and maintaining suitable economic, social, and political environments, in which balanced growth may be realized, increasing the wealth of the community.” ~ Economic Developers of Alberta

Purpose of having an Economic Development Strategy: The Economic Development Strategy will be the guiding document for Clearwater County’s economic development initiatives. This strategy will identify projects and activities that the County will undertake to grow and diversify the local economy

Deliverables:

A data-based community directed goal for where Clearwater County can be headed regarding economic growth.

An achievable outline of short, medium and long-term projects, tools and resources that will prepare and encourage economic growth and diversification within Clearwater County.

Develop the County’s value proposition, or unique advantage or selling feature to attract new investment.

Action Plan:

Major Activities	Time Frame
Create a Working Group of up to 7 people	March 2018
Review and evaluate existing data to generate a base understanding of Clearwater County’s assets and economic situation. Create an economic profile to use in developing the strategy.	February – March 2018
Consult with County Senior Managers and External Business Stakeholders to determine opportunities and challenges facing businesses concerning investment growth and attraction – interviews and survey	March - April 2018
Consult with community to develop a SWOT analysis for the County’s business climate – survey and open house forum	April - May 2018
Conduct a Gap analysis and identify opportunities	June – July 2018
Prioritize initiatives, create a short term, medium and long-term project list. Ensure balance of dreams vs. reality.	August – September 2018
Prepare draft report and present to Council for adoption	October 2018
Build budget for strategies identified in the economic Development Strategy	October – November 2018

Recommendation:

That Council appoints one member to participate on the Economic Development Strategy Working Group.



REQUEST FOR DECISION

SUBJECT: Crammond Community Hall Grant Request		
PRESENTATION DATE: March 13 th 2018		
DEPARTMENT: Ag. and Community Services	WRITTEN BY: Matt Martinson	REVIEWED BY: Rick Emmons, Interim CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input checked="" type="checkbox"/> County Bylaw or Policy (cite) Capital Grant Funding for Community Halls Policy		
STRATEGIC PLAN THEME: 1. Managing Our Growth	PRIORITY AREA: 1.2. Assets -build a sense of community	STRATEGIES: 1.2.4. Support Community Halls
ATTACHMENT(S): 1) Capital Grant funding for Community Halls Policy 2) Crammond Community Grant Application		

STAFF RECOMMENDATION:
That Council approve the Crammond Community Hall request for capital grant funding.

BACKGROUND:

Administration recently received the attached request for capital grant funding for community halls from the Crammond Community Center. This Community Center is requesting \$5500 for the replacement of tables and chairs. Total project cost is estimated to be \$11000.



**CLEARWATER COUNTY
CAPITAL GRANT FUNDING FOR COMMUNITY HALLS**

EFFECTIVE DATE:	AUGUST 14, 2012
REVISED DATE:	OCTOBER 2016
SECTION:	COMMUNITY SERVICES
POLICY STATEMENT:	To establish guiding principles that outline the requirements for Community Hall Association/Society to submit applications for Clearwater County Capital Grant Funding. These will be use by the County's Administration in the initial determination of whether a grant request meets the requirements for presentation to Clearwater County Council. Grant requests will not be considered when requests are provide funding for operating costs.
DEFINITIONS:	<p>Community Hall Association/Society: An Alberta registered non-profit association or society which has a physical location (Community Hall) within Clearwater County that provides community, cultural or recreational programs within the community.</p> <p>Clearwater County Annual Budget Available for Capital Project to Community Halls: An amount of total funding amount that is included in the approved annual budget, which may be made available to any community hall/association for capital projects, as defined within the capital project definition within this policy.</p> <p>Capital Project: For the purposes of this policy, a project shall be deemed a capital project if it is a:</p> <ul style="list-style-type: none"> a) Structural upgrade or expansion of the hall building; b) Major equipment essential to the operation of the hall (e.g. stoves, coolers, furnace) where the cost of the equipment exceeds \$2,500.00 and has a life expectancy of more than 5 years; or, c) Major equipment of improvements that enhance the level of service available through the hall ((e.g. playground equipment, sidewalks, parking lot paving, etc.) where the cost of the project exceeds \$2,500.00 d) On approved projects the County may provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, materials, labour, donated equipment, or



**CLEARWATER COUNTY
CAPITAL GRANT FUNDING FOR COMMUNITY HALLS**

POLICY

	<p>other "gifts in kind". (See Appendix B for assistance in determining financial values.)</p> <p>e) County funding will generally not exceed a maximum of \$15,000.00 per specific project.</p> <p>Funder of Last Resort: The County should be viewed as a funder of last resort, meaning all other possible sources of contributions have been made prior to a Capital Grant Request being made. When applying for grant funding from Clearwater County, Community Halls shall demonstrate that they have raised, or attempted to raise funds from other sources.</p> <ul style="list-style-type: none"> a) Hall Revenue; b) Provincial Grants (Community Lottery Boards, Wildrose Foundation, Community Facility Enhancement Program (CFEP) etc.); c) Corporate Donations; and d) Donations from the community at large (donations may be either cash or gifts in kind, such as donated equipment, donated labour or services such as plumbers, carpenters, architects, etc.) <p>Operating Costs: Costs that include regular maintenance, wages, or direct delivery costs of a program or service (painting, janitorial, field/facility rental, service contracts, etc.)</p> <p>The County will not provide funding for operating costs within this grant. This does not include the cost of insurance as described in the County's Community Hall and Community Groups Insurance policy.</p>
<p>PROCEDURE:</p>	<p>1. Applications for capital funding must be either typed or handwritten and should be on the application attached as "Appendix A". Application forms must be fully completed and must include:</p> <ul style="list-style-type: none"> a) A description of the project; b) The purpose of the project and the benefit the project will have to the hall; c) A project budget outlining revenues, expenses and the sources thereof; d) The amount of funding being requested from the County; e) A schedule of when the work will be completed; f) Community hall financial statements; g) A demonstration of hall activity (i.e. bookings list, etc);



**CLEARWATER COUNTY
CAPITAL GRANT FUNDING FOR COMMUNITY HALLS**

	<ul style="list-style-type: none">h) A five year sustainability plan; andi) Multiple quotations regarding the project. <p>2. Completed applications forms must be submitted to the Community and Protective Services Department prior to November 1 of the prior calendar year for review, further consideration and presentation to Council for approval or denial. Completed applications forms submitted to the Community and Protective Services Department after November 1 of the prior calendar year for review may or may not be forwarded for presentation to Council for further consideration.</p>





CLEARWATER COUNTY
CAPITAL GRANT FUNDING FOR COMMUNITY HALLS

APPENDIX A

Section 1 – Organization Name and Contact Person:

Group Name: Chambers Community Centre.

Contact Name: 

Mailing Address: 

Contact Number: _____

Contact Email: _____

Section 2 – Project Description:

Proposed Project:

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

DINOVET. TABLE : CHAIRS -

- UPGRADE -



CLEARWATER COUNTY CAPITAL GRANT FUNDING FOR COMMUNITY HALLS

Estimated Project Timeline:

(Please include the Estimated Start and Finish Dates for the Proposed Project)

Estimated Start Date: MARCH 31, 2018.

Estimated Date of Completion: JULY 30, 2018.

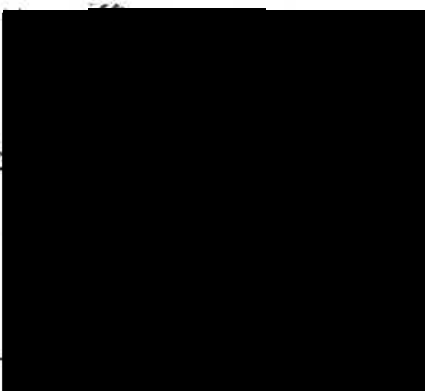
Section 3 – Financial Information**Available Funding:**

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

Contributor	Amount
HAUL FUND RAISER	
CASINO 5.	5,500.00
OTHER -	
Total Available Funding:	\$ 5,500.00



**CLEARWATER
CAPITAL GRANT FUNDING**



Estimated Project Expenses:

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

180 CHAIRS	}	\$ 11,000
20 TABLES		
Total Estimated Project Cost:		\$ 11,000.00

Grant Funding Requested:

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

11,000.00	-	\$ 5,500.00	=	\$ 5,500.00
Total estimated project cost	(minus)	Total available funding	(equals)	GRANT FUNDING REQUESTED



**CLEARWATER COUNTY
CAPITAL GRANT FUNDING FOR COMMUNITY HALLS**

Section 4 – Background Information

Previous Grant Funding:

Have you previously received grant funding from Clearwater County?

Yes No

If you answered "yes", please provide the details below.

Project	Funding Received	Date
Improvements - 2 10 YRS AGO - LOCAL KNOWLEDGE NO LONGER ALIVE.		
PURCHASE RANGE HOOD	5000.00 \$ 2119.16	July 2008

Other Information:

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

Financial Statements, including annual operating costs and annual revenues, for the past three years.

Record of hall/group activity (such as booking information) for the past three years.

A five year plan outlining the group's plan to ensure ongoing sustainability in the coming years.

(CONCEPT AND LOOKING FOR MORE INFORMATION)

RENTALS
YARD SALE + BAKE SALE
CHRISTMAS BAZAAR

2013-2015 - 2016 YREND



CLEARWATER COUNTY
CAPITAL GRANT FUNDING FOR COMMUNITY HALLS

Section 5 - Signature


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

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

1. The funds will only be used for the project outlined in this application; and
2. **Upon grant approval, an accounting of the funding will be provided to Clearwater County within 60 days of the project completion.**

I certify that the above information is a **complete and accurate** and that any **funds received are to be expended on the project** described in the application submitted for the grant.

I am a **duly authorized representative having legal and/or financial signing authority.**

 Donna Pearson Sept 26, 2017
SIGNATURE NAME (Please Print) DATE

Secretary [REDACTED]
POSITION/TITLE DAYTIME TELEPHONE NUMBER(S)

[REDACTED] [REDACTED]
REGISTERED MAILING ADDRESS E-MAIL ADDRESS

GRAMMOND COMMUNITY CENTER - ACTIVITY REPORT

2013 - 2015

	Hall Maintenance	Family Rentals Week-End	Rentals Day	Banquets / BBQ	Charity Work	Annual Yard Sale	Retreat	Oil Company Mtg	Club Catering	Pot Luck	Membersh Social	Hall Mtg
2013												
Jan			2	1	4		2	1				
Feb			1	1	4			1		1		1
Mar			1	1	4			2	1			1
April			1	1	6			3	3			1
May	1	1	1	1	3			1	1	1		1
June		1	1	1	4	1		1	1			1
July		1	1	1	4			1	1			1
Aug		2			3			1	1			1
Sept		1			4			1	1			1
Oct					4							1
Nov			1	1	4					1		1
Dec	1	6	1	1	4					1		1
	(2)	(6)	(18)	(3)	(45)	(1)	(25)	(12)	(8)	(5)	(7)	(6)
2014												
Jan			1		4			1	1	1		1
Feb			2		4			3	2			1
Mar			1		4		2	1	1	1		1
April			1		4			1	1	1		1
May	5	1	1	1	4			1	1	1		1
June	2	2	1	1	4	1		2	2	1		1
July		2	2		4			1	1			1
Aug		3	1		3			1	1			
Sept		2			4			1	1			
Oct		1	1		4			1	1	1		1
Nov		2	2		3			1	1	1		1
Dec		1	2	1	4			1	1	1		1
	(8)	(9)	(17)	(5)	(42)	(1)	(2)	(18)	(8)	(5)	(6)	(8)
2015												
Jan		2			4		1	1	1	1		1
Feb			1		4		1	1	1			1
March			2		5			2	1	1		1
April			3		4			1	1			
May	2	1	1		3		1	1	1	1		2
June		1	1	1	5			1	1			
July		2			4			2	4			
Aug			2		4			2	2			
Sept			1		4			1	1	1		1
Oct			3		3			2	2			1
Nov			5	1	5			1	1	1		1
Dec	(2)	(6)	(18)	(2)	(44)	(1)	(2)	(16)	(4)	(5)	(1)	(7)
3 YR TOTAL:	12	48	8	139	3	6	20	42	15	14	21	349

The Clearwater County
Rocky Mountain House

Re; grants to community centres

Crammond Community general plan for the next five years:

continue with rentals,
annual yard and bake sales,
annual Christmas Bazaar,
catering meals to oil company meetings,
work on increasing memberships,
working Casinos every three years.

The Casino funds are used to cover utilities.

Donna Pearson
Secretary Crammond Community

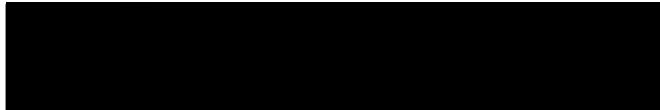
Crammond Community Center

Executive, November 2017

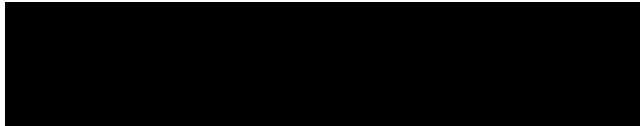
President; McKeown, Lori



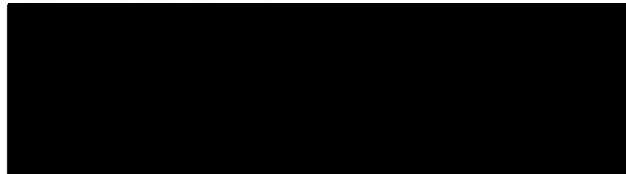
Vice-President; Pearce, Robert



Secretary; Pearson, Donna



Treasurer; Walters, Michelle





REQUEST FOR DECISION

SUBJECT: Genesis Reciprocal Insurance Exchange Annual General Meeting		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Corporate Services	WRITTEN BY: Murray Hagan	REVIEWED BY: Rick Emmons, Interim CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: N/A	PRIORITY AREA:	STRATEGIES:
ATTACHMENT(S): Notice of Annual General Meeting		

STAFF RECOMMENDATION:

That Council appoints the Reeve, a Councillor or the Director, Corporate Services to attend the Genesis Annual General Meeting, and vote on behalf of Clearwater County.

BACKGROUND:

As described within the attached letter, the County’s insurance carrier will be holding their Annual General Meeting March 19, 2018, at 4:00 PM in Edmonton. The letter also refers to the meeting agenda, audited financial statements and actuarial report. Administration has not yet received these documents but will forward them for Council’s review when available.

As a policy holder, Clearwater County has the right to have an elected or administrative official attend the meeting and vote on behalf of the organization. Alternatively, a proxy could be signed that would assign the County’s vote to a Genesis representative.



February 14, 2018

RE: Genesis Annual General Meeting

ATTN: Genesis Subscriber

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place **March 19, 2018, from 4:00 pm - 5:00 pm, at the Shaw Conference Centre, 9797 Jasper Avenue, Edmonton, Alberta in Salon 4.** The meeting will be followed by an open house sponsored by the AAMDC Aggregated Business Services within the tradeshow in Halls B&C. All subscribers to Genesis should find attached a proxy form to appoint an individual to attend the meeting if they are unable to attend.

We are committed to holding our AGM's at the AAMDC Spring Convention each year. **We hope that each subscriber will have an elected or administrative official in attendance**, or assign a proxy. We strongly encourage all subscribers to participate.

Please find the proxy document attached. The Agenda, 2017 Audited Financials and 2017 Actuarial Report will be sent out before the end of February.

For any questions regard this meeting please contact Karen Ankerstein at karen@aamdc.com, or at 780-955-8409.

Sincerely,

A handwritten signature in black ink, appearing to read "Duane Gladden".

Duane Gladden
Genesis Principal Attorney



**ANNUAL GENERAL MEETING OF
THE GENESIS RECIPROCAL INSURANCE EXCHANGE
PROXY**

The Undersigned Subscriber to the Genesis Reciprocal Insurance Exchange ("Genesis") hereby appoints: (choose one)

OR

Duane Gladden, Director of Aggregated Business Services of the AAMDC and Genesis Principal Attorney

to act as proxy at the Annual General Meeting of Genesis to be held on Monday, March 19, 2018.

My proxy shall have full authority to vote on behalf of the Undersigned.

Dated _____, 2018.

Subscribing Member

Signing Officer

***Note that no proxy is required if a member is represented at the meeting by its most senior elected or most senior administrative personnel.**



REQUEST FOR DECISION

SUBJECT: COUNCIL COMMITTEES BYLAW & COMMITTEE TERMS OF REFERENCE		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Municipal	WRITTEN BY: Christine Heggart	REVIEWED BY: Murray Hagan and Rick Emmons, Interim CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: 2.6 Compliance with statutory and regulatory obligations	STRATEGIES: 2.6.1
ATTACHMENT(S): DRAFT 1042/18 Council Committees Bylaw; DRAFT ToR Internet Committee		

STAFF RECOMMENDATION:

1. That Council reviews, amends draft bylaw as required, and provides first, second, permission for third and third readings of a revised Council Committees Bylaw 1042/18.
2. That Council reviews, amends as required and approves the Terms of Reference for the Internet Committee.

BACKGROUND:

Following Council's resolutions for an "ad hoc" Internet Committee (Resolution 508/17 on December 12, 2017) and Council Compensation Committee (Resolution 061/18) on January 23, 2018), Administration prepared a revised draft of the Council Committees Bylaw for Council's review.

Section 145 of the *Municipal Government Act* (MGA) indicates Councils may by bylaw establish committees of Council and their functions. The attached draft bylaw 1042/18 is a new bylaw, with content from the original Council Committees Bylaw and tracked changes in red, with recommended additions.

As well, Council's resolution 048/18 on January 23, 2018 directed Administration to develop a Terms of Reference (ToR) for the Internet Committee. Attached for Council's discussion is a preliminary draft ToR.

BYLAW NO. 1042/18

BEING A BYLAW OF CLEARWATER COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING COUNCIL COMMITTEES.

WHEREAS the *Municipal Government Act*, R.S.A. 2000 C.M.- 26 as amended, provides that a Council may by bylaw establish standing and special committees of Council and delegate powers and duties.

AND WHEREAS the Council of Clearwater County recognizes the value of Committees to support and facilitate the achievement of Clearwater County's strategic plan, vision and goals and to advise Council on matters relevant to Committee mandates.

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

1. TITLE

1.1. This Bylaw may be referred to as the "Council Committees Bylaw".

2. PURPOSE OF THE BYLAW

2.1 The purpose of this Bylaw is to govern the establishment and regulation of Council Committees and define the Committee's purpose and function.

3. DEFINITIONS

In this Bylaw:

3.1 "Act" means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26

3.2 "Administration" means the Chief Administrative Officer (CAO) or any municipal employee under the CAO's authority as designate.

3.3 "Chair" means a person authorized to preside over a meeting.

3.4 "CAO" means the Chief Administrative Officer of Clearwater County or designate.

3.5 "Committee" means a Committee, Board or Commission or other body established by Council under the Act.

3.6 "Council" means the municipal Council of Clearwater County.

3.7 "Councillor" means a member of Council who is duly elected and continues to hold office and includes the Reeve.

3.8 "Ex-Officio" means membership by virtue of one's office. Ex-officio members form part of the quorum only when present at Committee meetings and, when present, shall vote.

3.9 "Member" is a Member of a Committee duly appointed by Council, under the Act, to that Committee.

3.10 "Member-at-Large" means a member of the public appointed by Council to a Committee of Council.

3.11 "Minutes" are the record of proceedings of a Meeting recorded in the English language without note or comment.

3.12 "Quorum" is a majority of those Members appointed and serving on Committee.

3.13 "Reeve" means the Chief Elected Official of the County.

4. ESTABLISHMENT

4.1 Council hereby establishes the following committees:

a. Agenda and Priorities (A&P) Committee

- i. The Committee may review, evaluate and make recommendations regarding: setting of priorities; bylaw development; policy development; business planning; financial planning and budget; legal services and agreements; land sale or purchase, and negotiations; personnel matters; or economic development and tourism activities.
- ii. The Committee is intended as a forum for discussion of key Issues facing the municipality, and as a Committee of Council only has the authority to recommend action to Council.
- iii. The A&P Committee shall consist of all members of Council.
 1. Annual Committee appointment.

b. Agricultural Services Board (ASB)

- i. Acknowledged within *Agricultural Service Board Act*.
- ii. Duties defined in section 2 of the *Agricultural Services Board Act* to include:
 1. Act as an advisory body to assist in matters of mutual concern;
 2. Advise on weed and pest control and soil and water conservation programs;
 3. Assist in control of animal disease;
 4. To promote, enhance and protect viable sustainable agriculture with a view to improving the economic viability of the agricultural producer; and,
 5. To promote and develop agricultural and landcare policies and programs to meet the needs of the municipality.
- iii. The ASB shall consist of two members of Council and five Members-at-Large.

c. CAO Performance Evaluation Committee

- i. Acknowledged within the *Act*, section 205.1.
- ii. Oversee the process for the establishment of annual objectives and annual appraisal of performance of the CAO, including an annual written performance evaluation and recommendation to Council regarding compensation.
- iii. The CAO Evaluation Committee shall consist of all members of Council.
 1. Annual Committee appointment.

d. Clearwater County Heritage Board

- i. Advises Council on matters relating to the Brazeau Collieries Mine Site, the Nordegg Heritage Centre Museum and Visitor Information Services and the Municipal Heritage Program, including municipally significant buildings.
- ii. The Clearwater County Heritage Board shall consist of two members of Council and five Members-at-Large.

e. Pest and Weed Control Appeal Board

- i. Acknowledged within the *Agricultural Pest Act*, section 14 (5) or authority delegated under the *Weed Control Act*, section 19.
- ii. To hear appeals of inspector's notices, local authority notices or debt recovery notices.
- iii. The appeal board may confirm, reverse or vary the inspector's notice, local authority's notice or debt recovery notice.
- iv. The Pest and Weed Control Appeal Board shall consist of five Councillors not appointed to the ASB.

1. Annual Committee appointment.

f. Council Compensation Committee

- i. Reviews and makes recommendations to Council on remuneration paid to Council and County board/committee citizens-at large.
- ii. The Compensation Committee shall consist of three (3) to five (5) Members-at-Large, with a maximum of two past Councillors.
 - 1. Council appointment of Members-at-Large in the calendar year following a municipal election, with a temporary appointment from March to June of that year.

g. Internet/Broadband Committee

- i. Develops vision statement, public engagement strategy and advises Council on matters related to development and operations of an Open Access Network of broadband infrastructure in Clearwater County.
- ii. The Committee is intended as a forum for discussion related to broadband infrastructure development project, and as a Committee of Council only has the authority to recommend action to Council.
- iii. The Internet/Broadband Committee shall consist of all members of Council.
 - 1. Annual Committee appointment.

5. MEMBERSHIP

- a. Committees shall be comprised of a number of participants, both Councillors and Members-at-Large, as indicated in the Committee Term of Reference and approved by resolution of Council.
- b. All Members of a Committee shall be appointed by Council, and unless otherwise provided in the Committees Terms of Reference, shall be a resident of Clearwater County.
- c. Members-at-Large shall be appointed by Council to a Committee for a term specified in the Committee Terms of Reference, that becomes effective as of the Organizational Meeting in each year, or as otherwise designated by Council.
- d. It shall be the duty of Administration to give notice of all meetings to all Members of each committee, to attend, and ensure accurate minutes are kept.
 - i. Administration may provide advice, research, information and additional support staff as required by the Committee.
- e. Administration shall not be a member of a Committee and may not vote on any matter.

6. TERM

- a. Members-at-Large shall be appointed by Council for a two-year term, unless otherwise provided in the Committee Terms of Reference.
 - i. In order to ensure the continuity of membership, appointments may be filled on a rotational basis.
- b. Councillors shall be appointed to Committees annually at the organizational meeting.
- c. Where a Committee position is left vacant for any reason, Council may appoint a replacement for the remainder of that term.

7. POWERS OF COMMITTEES

- a. A Committee shall not have the power to pledge the credit of the County, to pass bylaws, or to enter into any contractual agreements.
- b. The Committee shall provide a forum for examining timely issues relevant to its mandate, by considering topics from the following sources:
 - ii. Receipt of requests or suggestions from Council,
 - iii. Requests or enquiries from the public, and

- iv. Initiation from within the Committee.
- c. A Committee shall have the authority to form Ad Hoc Committees and task forces from among its members, to assist in carrying out its objectives and responsibilities under this Bylaw.
 - i. Ad Hoc Committees and Task Forces established by a Committee shall report to the Committee in a manner determined by the Committee.
- d. The Committee may prepare letters, recommendations resolutions, discussion papers and other documents as appropriate to Council.
- e. The powers of Committees established by this Bylaw are restricted to providing recommendations to Council, unless the Committee’s approved Terms of Reference, or legislation, specifically provides otherwise.

8. REPORTING TO COUNCIL

- a. Councillors appointed to a Committee by Council shall be responsible to keep Council informed as to the Committee activities.
 - ii. Reports of all Committees shall be made to the Council prior to the same being given to the public.
 - iii. Minutes of Committee meetings, established by section 4.1 of this bylaw, shall be forwarded to Council as information.
- b. Verbal Committee reports made to Council shall be made by a Member of the Committee.

9. GENERAL PROVISIONS

- a. Each Committee hereby established is deemed to be a Committee of Council and shall be responsible and accountable to Council.
- b. The Clearwater County Code of Conduct Bylaw shall govern Committees and shall be binding upon all Committee members, whether Councillors or Members-at-Large.
- c. Each Committee is hereby authorized to prepare a “Terms of Reference” document for recommendation to Council.
 - i. The Terms of Reference must be approved by Council and will include, at a minimum, the requirements for quorum and voting, number and composition of membership, desired skills of membership, roles of members, process for preparation and circulation of an agenda and minutes, and the role and appointment of the Chair of the Committee.
 - ii. The Terms of Reference may also provide guidance to roles, methods and frequency of communication between Council and Committees.
- d. Nothing included in this Bylaw shall restrict or prevent Council from creating or constituting further other Committees not referenced in this Bylaw.

10. EFFECTIVE DATE

- 10.1 This Bylaw comes into force and effect upon third and final reading.
- 10.2 [Bylaw No. 1022/17 is hereby repealed.](#)

READ A FIRST TIME this _____ day of _____ A.D., 2018.

READ A SECOND TIME this _____ day of _____ A.D., 2018.

PERMISSION FOR THIRD READING this _____ day of _____ A.D., 2018.

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

REEVE

CHIEF ADMINISTRATIVE OFFICER

Terms of Reference - Broadband Committee

Committee Type: Committee of Council

Purpose: To direct and oversee a feasibility and strategic action plan development that will result in broadband infrastructure deployment including fiber or wireless broadband (internet), mobility (cellular), and public safety communications (police, fire, ambulance) to foster economic and community development.

Vision: The majority of residents and businesses in Clearwater County will have access to Internet service that exceeds current CRTC targets of 50Mbps download/10Mbps upload speeds.

A large majority of Clearwater County will have access to a fibre connection, providing even more speed and capacity to satisfy ever-increasing demand.

Membership: All Council members

Chair: Reeve

- Objectives:**
1. To develop a **broadband infrastructure strategic action plan** that will identify appropriate broadband network projects to foster community and business growth, including:
 - financial plan and guidelines for allocation of capital resources to enhance broadband access in Clearwater County.
 - pursuit of provincial and federal grants in the development of a "communications highway," including fibre and towers, constructed and owned by the County that meets regulatory requirements.
 - enable access to high quality internet/phone/television and other services from a wide variety of service providers, who compete to provide services to potential customers connected to the County network.
 - best practice research on designing, building and operating rural communication networks and input into infrastructure design and construction plans.
 - input into management and operations plans.
 2. To develop a **public engagement plan** that depicts the project history, business case, timelines and funding strategies.

3. To **lobby** the Province and Federal government for legislation that supports enhanced broadband development and grant funding for rural broadband projects in underserved/unserved areas.
4. To encourage **partnership opportunities** with municipal neighbours and Internet Service Providers (ISP)s to maximize community benefit and reduce duplication of efforts.

Indemnity:

All voting members shall be jointly responsible for the defense of any actions, suits or claims of any kind brought against the Committee or against the voting members in respect of or arising out of the operations or undertakings of the Committee. In the event of a judgment, order or award of any kind being made against the Committee, or the voting members as a result of the undertakings of the Committee, the voting members shall be jointly responsible for the payment of all costs associated with such award, order or judgment with each Party's share being equally apportioned.

Notwithstanding any of the above, the Committee does not have the power to pledge or commit anything on behalf of Clearwater County (MGA 249(1)), unless approved by resolution of Council.

Meeting Frequency: To be determined by Council

Term: To be determined by Council

Quorum: For all purposes of the Committee, a quorum shall be four members.

Communication: The Chair will act as the sole spokesperson for the Committee.



REQUEST FOR DECISION

SUBJECT: Provincial Broadband Survey		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Council	WRITTEN BY: Christine Heggart	REVIEWED BY: Rick Emmons
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: 2.5 Advocate in the best interests of our community and region.	STRATEGIES: 2.5.8 Actively pursue opportunities to discuss with the Premier, Cabinet Members, and Deputy Ministers issues concerning provincial legislation, programs or initiatives.
ATTACHMENT(S): AAMDC Member Bulletin; Letter from Service Alberta Minister		

STAFF RECOMMENDATION:

That Council reviews the Provincial Broadband Survey questions, responds to questions/amends recommended responses and authorizes Administration to complete the Provincial Broadband Survey, deadline March 19.

BACKGROUND:

At Council's January 15, 2018 A&P Committee meeting, members reviewed the pending Provincial Broadband Survey questions presented to Council by Service Alberta Deputy Minister, Stephen Bull at the January 9 meeting.

To assist A&P Committee discussion, Administration included Council's historical messaging or decisions of Council, noted in blue font, for consideration in providing a response to Service Alberta.

1. How should we define urban, rural and remote communities?

In previous correspondence to House of Commons Standing Committee on Industry, Science and Technology studying rural connectivity, a brief was provided by Clearwater County that included the following statement:

Council believes it is important to clarify the CRTC's target of 50/10 Mbps for 90% of Canadian households and businesses by 2021. Towns and cities with populations greater than 10,000, in most cases, already have broadband service availability and the population densities and economics support private infrastructure investment in these communities. Council believes it is critical to recognize the population that won't be addressed through the CRTC targets - the "final mile" are the 10% of the Canadians that are already underserved or have no broadband services available. Clearwater County strongly believes that grant programs or private sector incentives' principle focus must be on improving broadband standards in low-density rural, remote and First Nation communities.

Would Council be comfortable providing the similar message to the Province?

2. What are limitations currently facing residents, businesses, and other organizations in your municipality, based on broadband services currently available (or not available) in your municipality?

Broadband Policy Content:

A vast majority of Clearwater County residents and businesses are underserved by current Internet services available, with the rural area of Clearwater County not meeting Canadian Radio-Television and Telecommunications' (CRTC) basic standards for broadband connectivity.

House of Commons Brief Content:

Over the past decade, Clearwater County has initiated numerous dialogues with both the federal and provincial governments, as well as local telecom and internet service providers (ISPs) to voice the need to enhance broadband internet and mobility services in our west-central region of Alberta. Rural Canada needs accessible, affordable and reliable high-speed Internet. Simply put, access to broadband allows Canadians to fully participate in the digital economy and take advantage of quality of life services, including telehealth, e-learning and access to government and social services. Access to broadband enhances community viability, economic competitiveness and the ability to attract and retain business and industry.

Would Council be comfortable providing these messages to the Province?

3. With the growth of internet of things and speed of change in technology, does your municipality foresee any future limitations as a result of the current broadband services available?

Yes.

House of Commons Brief Content:

In order to survive in a global economy, rural communities need access to broadband services to be able to innovate, and to develop and retain a knowledge workforce. Digital equality, being defined as the same access to the internet and internet tools, is integral to Clearwater County and to rural Canada. Rural and remote communities require broadband access to grow and be sustainable.

Would Council be comfortable providing the similar message to the Province?

4. Is your municipality considering any in-kind funding to assist with broadband investments? For example, waiving taxes, providing free access to municipal land, or waiving permit fees for the private sector investing in broadband infrastructure?

No - Council has previously indicated its intention is to move forward with municipally-owned Internet infrastructure development.

5. If public sector funding was made available, do you think your municipality would be interested in public sector infrastructure ownership?

Yes - Council has adopted a broadband policy that will see municipally-owned Internet infrastructure development in Clearwater County, in advance of the Provincial Broadband Strategy development. Council requests the Province consider retro-active funding of municipal projects as part of its strategy.

Would Council be comfortable with this response?

6. We know the private sector is continuing to invest in infrastructure. Do you think a municipality should be able to contribute to broadband investment in order to accelerate the build schedule?

Does Council wish to indicate its support for municipalities funding private sector investment as well?

7. What do you think are reasonable funding percentages if broadband infrastructure was being built based on funding from the three levels of government and the private sector?

1/3 federal, 1/3 provincial and 1/3 municipal as funding formula.

Members of Council have previously indicated the above formula. Would Council be comfortable with this response?

8. Does your municipality have any future funds allocated to enhancing broadband services?

Yes, Council currently has \$10 million earmarked for broadband Internet infrastructure enhancements.

Would Council be comfortable with this response?

9. To help fund municipal investment in rural broadband infrastructure has your municipality considered passing some or all of the capital costs on to the residents?

Yes, with a combination of grants and tax revenues.

Would Council be comfortable with this response?

10. What has your municipality done to date, and does your municipality have current or future plans to improve broadband services in your jurisdiction?

In early 2018, Council developed a Broadband Policy framework to invest in a municipally-owned Internet infrastructure and Open-Access Network. Clearwater County is now working towards the development of broadband infrastructure for the majority of residents and businesses, beginning this year.

Would Council be comfortable with this response?

11. Is your municipality looking for opportunities to partner with neighbouring jurisdictions to enable a regional approach to enhancing broadband services?

Clearwater County would look to partner with neighbouring municipalities, in ways that make sense for both municipalities and for the Provincial Broadband Strategy in general.

Would Council be comfortable with this response?

12. Is your municipality currently working or partnering with any major infrastructure companies to enhance broadband services?

Although Clearwater County has met with Telus and all of the community's local Internet Service Providers (ISP) to discuss current and future infrastructure plans, Clearwater County is not currently working or partnering with any major infrastructure companies. The pace of private investment in Internet infrastructure does not meet the needs of the community today, or for the future development of the community.

Would Council be comfortable with this response?

13. If your municipality is interested in public sector ownership, does your municipality have the knowledge, supports, and resources in place or will your municipality be looking to sell access, operate and maintain the infrastructure?

Clearwater County's Broadband Policy details are as follows:

1. *Clearwater County will develop an Open-Access Network of broadband infrastructure, to provide Internet accessibility to the majority of County residents and businesses, meeting at minimum the CRTC's standards of 50 Mbps down, 10 Mbps up (with targets of 1 gigabit speeds where achievable).*
 - a. *The expected service lifetime of the fibre infrastructure will be at minimum 50 years.*

- b. *A fiscally responsible approach will be taken to provide the best possible infrastructure at the efficient and effective capital and ongoing operating costs.*
 - c. *Clearwater County will pursue grants to complete the OAN and leverage partnership opportunities.*
 - d. *Clearwater County will endeavour to employ local service providers in the OAN development.*
2. *Clearwater County will develop a phased project plan, to construct and implement the OAN and broadband infrastructure.*
 - a. *The OAN will be built with capacity to accommodate growth in demand for its expected lifetime.*
 - b. *Initial investment in excess capability and design that facilitates cost-effective future expansion.*
 3. *Clearwater County will endeavour to contract a Network Service Provider to operate the OAN, and will define operational standards.*
 4. *Clearwater County will not provide end-user internet services, rather invest in the OAN in an effort to encourage competition from ISPs.*
The OAN will create a competitive environment in which all qualified ISPs have equal access to all end-users, or customers, over the same connection at the same time.

Would Council be comfortable with this response?

14. Does your municipality foresee any opportunities for job creation or economic development as a result of enhancing broadband services?

Yes. Cellular and mobile device utilization continues to rapidly increase and the demand for broadband is expected to continue to grow exponentially for the foreseeable future. Access to robust and reliable internet and mobility services remains the single largest barrier to digital advancement for rural communities. Council believes that access to broadband Internet is fundamentally important to the economic development, community development and quality of life for the residents of this community, and all rural Canadians.

Would Council be comfortable providing the similar message to the Province?

15. Is your municipality contemplating any changes to regulations, rules, and processes to facilitate improvement to broadband infrastructure in your municipality?

Council input required to respond to this question.

16. What does your municipality believe is a priority for Alberta to pursue towards meeting the minimum standards for broadband access?

Clearwater County Council supports the Canadian Radio-television and Telecommunications Commission (CRTC) statement that broadband access is now a “basic” or “essential” service for Canadians. Council believes that access to broadband Internet is fundamentally

important to the economic development, community development and quality of life for the residents of this community, and all rural Canadians.

Clearwater County also supports the CRTC's current targets of 50 Mbps download/10 Mbps upload for fixed broadband services (by 2021, 90% of homes/businesses); an unlimited data option for fixed services and the latest mobile wireless technology available to all homes, business and along major Canadian roads. However, the infrastructure that is developed must support anticipated advances in technology and growth to meet increasing data and speed demands.

Would Council be comfortable providing the similar message to the Province?

17. Working towards the CRTC targets, how would your municipality prioritize improvements to broadband services?

Focus improvements on rural development projects, specifically areas that are underserved or not served at all with internet.

Would Council be comfortable with this response?

Government of Alberta Seeking Rural Municipal Input on Broadband

In December 2016, the Canadian Radio-Television and Telecommunications Commission (CRTC) ruled that access to broadband internet is a basic telecommunications service. The decision set new targets for broadband internet access services including 90 per cent of Canadian homes and businesses having access to fixed broadband services by 2021, with download speeds of at least 50 megabits per second (Mbps) and upload speeds of at least 10 Mbps.

Service levels and quality of broadband service range throughout the province. Therefore, following the CRTC decision, the Government of Alberta decided to work towards a future where every Albertan has access to a good quality internet connection.

To help achieve this, Service Alberta is administering a survey to gather information from key stakeholders that will help inform the development of recommendations for a Provincial Broadband Strategy that reflects the needs and best interests of Albertans.

The deadline to complete the survey is **March 19, 2018**.

To take the survey, click [here](#).

Any questions about the survey can be directed to Claudette Dunsing, Manager, Provincial Broadband Strategy, Ministry of Service Alberta, by email at Claudette.dunsing@gov.ab.ca.

Enquiries may be directed to:

Wyatt Skovron
Policy Analyst
780.955.4096

Tasha Blumenthal
Director, Advocacy & Communications
780.955.4094



ALBERTA
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*Office of the Minister
MLA, Calgary-Varsity*

AR33261

FEB 21 2018

Reeve John Vandermeer
Clearwater County
P.O. Box 550
4340 - 47 Avenue
Rocky Mountain House, AB T4T 1A4



Dear Reeve Vandermeer:

Thank you for your letter of January 24, 2018. I appreciate the update regarding progress being made in Clearwater County towards community-based rural internet.

Although my schedule does not permit me to meet with you at this time, I invite you to participate and identify plans for Clearwater County in the information-gathering my Ministry is currently undertaking to create policy options for a Provincial Broadband Strategy.

A link to the survey has been distributed to all municipalities, districts, and counties in Alberta through the Alberta Association of Municipal Districts and Counties, and by Service Alberta directly to other stakeholder groups. The information gathered from communities and stakeholders across Alberta will be valuable in developing recommendations to work towards a future where every Albertan has access to quality broadband services.

If you have any questions regarding the survey, I encourage you to contact Stephen Bull, Assistant Deputy Minister of the SuperNet Secretariat, or Claudette Dunsing, Manager, Provincial Broadband Strategy. Mr. Bull can be reached by telephone at 780-644-8414, or by email at Stephen.Bull@gov.ab.ca, and Mrs. Dunsing at 780-644-8535 or Claudette.Dunsing@gov.ab.ca.

Sincerely,

Honourable Stephanie McLean
Minister of Service Alberta and Status of Women

cc: Honourable Shaye Anderson
Minister of Municipal Affairs

Stephen Bull
Assistant Deputy Minister, SuperNet Secretariat



REQUEST FOR DECISION

SUBJECT: Application for Judicial Review of 2017 Municipal Election – Legal Costs		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Council	WRITTEN BY: Christine Heggart	REVIEWED BY: Murray Hagan and Rick Emmons, Interim CAO
BUDGET CONSIDERATIONS: <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input checked="" type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA:	STRATEGIES:

STAFF RECOMMENDATION:

That Council approves transferring of \$50,000.00 from “Contingency” to “Legal”, for legal cost related to the 2017 municipal election judicial review request.

BACKGROUND:

As Council is aware, the Town of Rocky Mountain House and Clearwater County hired Brownlee LLP to represent both municipalities simultaneously for the action brought against the municipalities in regards to the 2017 Municipal Election process.

To date, the request for judicial review matter has been before Red Deer Court of Queen’s Bench on December 6, 2017 and again on January 15, 2018 (to allow applicants time to address procedural matters related to their application) – with a Special Chambers hearing now scheduled for November 8, 2018 to determine the following preliminary matters:

- a. Do the Applicants have standing to seek judicial review of the election process, given the Applicants are not challenging the election results?
- b. Whether the issue (the election process) is moot given the Applicants are not challenging the election results?
- c. If the issue is moot, should the application be heard in any event?
- d. Should the Court grant an Order allowing inspection of the ballot boxes held by the Respondents to view the Form 8 – Elector Declarations, given the Applicants are not challenging the election results?

The legal costs associated with the request for judicial review to date are approximately \$60,000.00 (to be split equally between the Town and County) and Administration anticipates the cost to conclude closer to \$100,000.00 by the end of 2018.

As this is an un-budgeted expense, Administration requests Council transfer \$50,000.00 from Contingency to the Corporate Services, "Legal" budget to cover anticipated legal costs in 2018 related to the 2017 election judicial review application.



REQUEST FOR DECISION

SUBJECT: Alberta Association of Municipal Districts and Counties (AAMDC) 2018 Spring Convention Resolutions		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Municipal	WRITTEN BY: Christine Heggart	REVIEWED BY: Rick Emmons, Interim CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: 2.5 Advocate in the best interests of our community and region.	STRATEGIES: 2.5.8 Actively pursue opportunities to discuss with the Premier, Cabinet Members, and Deputy Ministers issues concerning provincial legislation, programs or initiatives.
ATTACHMENT(S): AAMDC Spring 2018 Resolution Package		

STAFF RECOMMENDATION:

That Council reviews, discusses and receives for information the AAMDC 2018 Spring Resolutions package.

BACKGROUND:

Attached 2018 AAMDC Spring Resolutions and respective administrative recommendations. Each Councillor has the opportunity to vote on the following resolutions, at the AAMDC convention taking place March 19-21, in Edmonton.

1-18S Request for Implementation of 2018 Assessment Year Modifier for Well and Pipeline Assessments (MD of Willow Creek)

Request to implement Assessment Year Modifiers (AYM) for 2018 related to well and pipelines, as Municipal Affairs determined there would be no modifiers for 2018.

Recommend – Support.

2-18S Combatting Rural Crime (Lacombe County)

Request for Governments of Canada and Alberta to develop/implement strategies to prevent rural crime. As Council has previously indicated its support and advocacy related to rural crime prevention,

Recommend – Support.

3-18S Increase Crown Prosecutor Staffing Levels for Rural Municipalities (County of St. Paul)

Request for Province to increase Crown Prosecutor staffing levels and admin support in rural communities, to ensure court case processes occur in timely manner.

Recommend – Support.

4-18S Support for Continuation of Grant Funding for Agricultural Initiatives Program (Lac Ste. Anne County)

Request for province to reinstate Agricultural Initiatives Program funding for local ag societies.

Potential to impact funding opportunities for community groups such as: Rocky Mountain House and District Agriculture Society, Caroline and District Agriculture and Recreation Society, Rocky Rodeo and Stampede Association and Grey Wooded Forage Association.

Recommend –Support.

5-18S Provincial Government Consultation and Communication Protocol with Municipalities (County of Grande Prairie)

Request for Province to adopt uniform consultation and communications protocols with municipal elected officials applicable to all provincial bodies and engage municipalities from inception to implementation.

While understanding the challenges associated with municipalities' ability to schedule meetings with provincial government for issues of local significance, the sheer scope of requests within this resolution are too broad and would undoubtedly slow down implementation of provincial plans and programs.

Recommend –Not Support.

6-18S Wind Energy Regulations Required at Provincial Level (County of Paintearth)

Requests for Province to create renewable energy division within Alberta Energy Regulator, limiting speculative projects and development of orphan turbine fund.

Recommend –Support.

7-18S Standards for Buildings Contaminated by Fentanyl and Carfentanil (Sturgeon County)

Request for defined standards and regulated inspections approach for Fentanyl and Carfentanil contaminated buildings.

Recommend –Support.

8-18S Amendments Required for Provincial Recycling Regulations (Strathcona County)

Request for implementation of *Designated Materials Recycling Regulation* proposed changes to reduce solid waste, shift costs from taxpayers to producers/consumers, removing maximum environmental fee thresholds and expansion of recycling program materials.

Recommend –Support

9-18S Exemption of Seniors Housing from Requirement to Pay Carbon Levy (Beaver County)

Request for exemption for housing management bodies and additional capital funding for seniors housing to install more efficient/green infrastructure.

Recommend –Support

10-18S Tenure Extension Requirements for Unconventional Development (MD of Greenview)

Request for removal of the need for unconventional resource development sector to secure tenure to thereby allow for more orderly development and reduced environmental impact.

Recommend –Support

11-18S Recycling of Solar Panels (MD of Foothills)

Request for inclusion of solar panels in Province's existing recycling program.

Recommend –Support

12-18S Victim Services Units Funding (Northern Sunrise County)

Request for use of Victims of Crime fund to adequately fund provincial victim services units.

Recommend –Support

Spring 2018 Submitted Resolutions

- 1) Call to Order
- 2) Acceptance of Order Paper
- 3) Resolution Session

- 1-18S** **Request for Implementation of the 2018 Assessment Year Modifier for Well and Pipeline Assessments** (*MD of Willow Creek*)
- 2-18S** **Combatting Rural Crime** (*Lacombe County*)
- 3-18S** **Increase Crown Prosecutor Staffing Levels for Rural Municipalities** (*County of St. Paul*)
- 4-18S** **Support for Continuation of Grant Funding for Agricultural Initiatives Program** (*Lac Ste. Anne County*)
- 5-18S** **Provincial Government Consultation and Communication Protocol with Municipalities** (*County of Grande Prairie*)
- 6-18S** **Wind Energy Regulations Required at Provincial Level** (*County of Paintearth*)
- 7-18S** **Standards for Buildings Contaminated by Fentanyl and Carfentanil** (*Sturgeon County*)
- 8-18S** **Amendments Required for Provincial Recycling Regulations** (*Strathcona County*)
- 9-18S** **Exemption of Seniors Housing from Requirement to Pay Carbon Levy** (*Beaver County*)
- 10-18S** **Tenure Extension Requirements for Unconventional Development** (*MD of Greenview*)
- 11-18S** **Recycling of Solar Panels** (*MD of Foothills*)
- 12-18S** **Victim Services Units Funding** (*Northern Sunrise County*)

- 4) Vote on Emergent Resolutions (if needed)
- 5) Closing of Resolution Session

Resolution 1-18S

Request for Implementation of the 2018 Assessment Year Modifier for Well and Pipeline Assessments

MD of Willow Creek

*Simple Majority Required
Endorsed by District 1 (Foothills-Little Bow)*

WHEREAS Section 292(2) (a) of the *Municipal Government Act* states: “Each assessment must reflect the valuation standard set out in the regulations for linear property”; and

WHEREAS the Minister of Municipal Affairs had decided not to implement the adjustment to the assessment year modifier (AYM) reflecting increases for well assessments and for pipeline assessment in 2018 stating no reason other than that the Government of Alberta intends to conduct a rate review sometime in the future; and

WHEREAS this unprecedented action will result in lost revenue for many rural municipalities, create an unfair and inequitable shift in taxation to other assessment classes and result in significant increases to mill rates, for no apparent reason;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties lobby the Government of Alberta to immediately implement the 2018 assessment year modifier to well and pipeline assessments as identified in the draft calculation.

Member Background

It has been brought to the attention of the Council of the Municipal District of Willow Creek No. 26 that the Minister of Municipal Affairs is not going to implement the adjustment to the AYM, which reflects increases for well and pipeline assessment as recommended by the Linear Property Assessment Unit within the Assessment Services Branch of Alberta Municipal Affairs.

The increase in the AYM is based on the recommendations of provincially hired consultants who applied changes based on the ‘ad volarem’ system which is founded on the philosophy that the more value there is in a specific property, the more the property owner is able to pay.

Property assessments are adjusted yearly to reflect increases or decreases in market value, or as in the case of industrial and linear properties, changes in estimated cost to construct or build a specific property. It has been a long standing principle that in times of economic downturn, when the cost of construction and materials drop, the assessment reflects the trend by applying a reduced AYM. In times of economic recovery, which was reflected in the adjustment determined by the consultants, the AYM increase is applied.

The principle of our fair and equitable assessment system is being destroyed. The Minister’s decision to not implement the AYM showing the increase in value will result in shifting the tax burden to residential and commercial ratepayers. There is a case to be made that this action will unfairly undermine the integrity of the provincial assessment system.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Resolution 2-18S

Combatting Rural Crime

Lacombe County

*Simple Majority Required
Endorsed by District 2 (Central)*

WHEREAS there has been a proliferation of crime in rural Alberta over the past several years; and

WHEREAS citizens of rural Alberta are extremely concerned for their personal safety due to escalating levels and severity of property crime; and

WHEREAS the Royal Canadian Mounted Police (RCMP) and other police services lack the required resources to respond to and investigate reported rural crimes; and

WHEREAS Alberta's overburdened court system results in charges laid against perpetrators of rural crime being dismissed; and

WHEREAS residents and businesses of rural Alberta are becoming increasingly frustrated with the shortcomings of our criminal justice system;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties (AAMDC) request that the Government of Canada and the Government of Alberta develop and implement strategies and initiatives to prevent and combat rural crime, and punish those convicted of committing rural crime in a manner that will maximize deterrence;

FURTHER BE IT RESOLVED that the AAMDC request the Government of Canada to continue with its review of the criminal justice system and sentencing reforms in a way that gets repeat offenders off the street for longer periods of time.

Member Background

Rural crime is on the rise in Alberta. This statement is supported by the crime statistics that are kept by every major police agency in the province.

The reasons for this increase are suspected to be a downturn in our economy and the increased use of illegal drugs. The reality is that every rural resident has either had a crime committed against them or their property or can refer to a neighbour that has experienced it. What used to be a rare occurrence is now commonplace in rural areas.

While vulnerable individuals are being targeted by criminals- who have identified flaws both in the criminal justice system and in the capacity of police departments to respond to- they are unable to defend themselves without the risk of facing heavier penalties for protecting their home and families. Law-abiding residents have their hands tied.

Lacombe/Wetaskiwin Member of Parliament, Blaine Calkins recently hosted a series of town hall meetings with residents to discuss rural crime. All of these meetings were fully attended and participants voiced deep concern about both the frequency and increasing severity of rural crime. The full proceedings of these meetings will be presented to Parliament in the future, but the sheer number of attendees and the common themes in the views expressed all pointed to a serious problem with rural crime.

Residents are taking steps that are offered to them. This is evidenced by the resurgence of Rural Crime Watch organizations and Citizens on Patrol groups in most communities as a possible way for residents to deal with this problem. In addition, many rural municipalities have implemented programs like Crime Prevention Through Environmental Design (CPTED) to assist their residents.

These actions by citizens are not likely to have much of an effect unless the criminal justice system in Canada takes this problem seriously and deals with offenders in a much more serious and meaningful way. Conversations with police agencies indicate that repeat offenders are committing much of this crime and they are increasingly becoming more concerned with the ability of the system to keep these offenders incarcerated.

Rural Albertans need the other levels of government to stop letting increasingly dangerous and violent offenders off with a "slap on the wrist". Harsher penalties are needed, especially for criminals who have been proven, repeat offenders, while also giving them the tools they need to reform and rehabilitate from addictions that leads them to this lifestyle. In addition, the Government of Canada needs to give property owners the ability to protect their home, their families, and their assets in a suitable manner, without the risk of receiving a prison sentence for assault (while the criminal gets away with little or no punishment at all).

Regardless of the reasons for this increase in rural crime, the fact remains that many rural residents do not feel safe in their homes as a result. This is an unacceptable situation in Canada, and we call for both the governments of Alberta and Canada to address this problem. In 2017, the Government of Canada announced that it was undertaking a broad examination of Canada's criminal justice system to ensure that it is just, compassionate and fair, while promoting a safe, peaceful and prosperous Canadian society.

Together with our MPs, MLAs, AAMDC, police officers, and fellow municipalities we can make our voices heard and take every opportunity to lead to a true change of the judicial system that protects the victims while penalizing (and reforming) the criminals.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Resolution 3-18S

Increase Crown Prosecutor Staffing Levels for Rural Municipalities

County of St. Paul

*Simple Majority Required
Endorsed by District 5 (Edmonton East)*

WHEREAS Albertans are concerned with the escalating levels of rural crime as evidenced by many media reports over the past few years; and

WHEREAS the Supreme Court of Canada's 2016 decision in R v Jordan puts hard timelines in place to resolve cases: eighteen (18) months for provincial court matters and thirty (30) months for Superior Court (in Alberta, the Court of Queen's Bench) to uphold an accused person's Charter right to trial without unreasonable delays; and

WHEREAS hundreds of court cases across Alberta have been stayed over the past two years because of a lack of resources in the provincial prosecution service; and

WHEREAS thousands of court cases across Alberta could be at risk of being dismissed for violating new time guidelines set out in the Jordan decision; and

WHEREAS Alberta's chief justice has ruled police officers do not have the authority to act on behalf of the Crown at bail hearings; and

WHEREAS the current prosecutor staffing levels are not sufficient to manage the demands of the numbers of cases on the current docket; and

WHEREAS Crown prosecutors in rural municipalities are overworked and understaffed and require additional support to effectively carry out their duties;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties (AAMDC) encourage the Government of Alberta to increase Crown prosecutor staffing levels as well as relevant administrative staff for rural communities and collaborate with rural communities to ensure that court cases are being sufficiently prosecuted in a timely manner.

Member Background

Alberta Justice lawyers, employed as Crown prosecutors, are responsible for prosecutions under some federal statutes, such as the *Criminal Code*, and under provincial statutes.

In a typical case, the prosecutor's responsibilities include determining appropriate charges, discussions with defence counsel, preparing witnesses for court, examination and cross-examination of witnesses and presenting arguments respecting conviction and sentence.

More than 100 cases have been stayed in Alberta since December 2016 because of a lack of resources in the provincial prosecution service, according to the Alberta Crown Attorneys' Association. Moreover, there has been tremendous anecdotal evidence in rural communities that crown prosecutors are unable to carry out their duties due to a dearth of resources.

While the Government of Alberta has announced the hiring of 50 new crown prosecutors and 30 support staff to help mitigate against the current backlogs in the court system, it is imperative that rural communities are endowed with the resources necessary to address rural crime; increased staffing levels in the major cities will not be sufficient to address the challenges presented by rural crime in Alberta.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Resolution 4-18S

Support for Continuation of Grant Funding for Agricultural Initiatives Program

Lac Ste. Anne County

*Simple Majority Required
Endorsed by District 3 (Pembina River)*

WHEREAS Alberta agricultural societies operate various facilities including rural community arenas/hockey rinks, curling rinks, ball diamonds, community halls, agricultural facilities, etc.; and

WHEREAS Alberta agricultural societies plan and deliver various community special events and activities; and

WHEREAS Alberta agricultural societies utilize provincial grant funding to finance facility operations, enhancements and community events; and

WHEREAS the Government of Alberta has notified a local agricultural society that the Agricultural Initiatives Program grant has been discontinued;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties (AAMDC) advocate to the Government of Alberta to re-instate or replace the Agriculture Initiatives Program funding for local agricultural societies.

Member Background

Little is known or has been communicated about the Agricultural Initiatives Program that has recently been discontinued. A local agricultural society has received written notice that the funding was cancelled, and further, no replacement grant program announced.

The ability for agricultural societies to provide much-needed community infrastructure has been hampered by the decision of the Government of Alberta, with no communication or engagement with the agricultural societies, or the rural municipalities that have these societies within their boundaries.

Letter from Alberta Agriculture and Forestry is attached.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Resolution 5-18S

Provincial Government Consultation and Communication Protocol with Municipalities

County of Grande Prairie

*Simple Majority Required
Endorsed by District 4 (Northern)*

WHEREAS municipalities have a responsibility for the provision of good government, the provision of services, facilities, or other things that in the opinion of council, are necessary or desirable for the municipality and to develop and maintain safe and viable communities as per the *Municipal Government Act* RSA 2000 c. M-26; and

WHEREAS the municipal/provincial relationship is vital to ensure that such good government and services can effectively be provided; and

WHEREAS the challenges of effective consultation and communication between municipal and provincial government are evident and are impeding municipal government from effectively fulfilling its' duties and calls into question the province's commitment to working with municipal elected officials to their fullest capabilities; and

WHEREAS a municipality is a creature of the province with a limited amount of natural person powers given to it by the *Municipal Government Act*; and

WHEREAS the province is required by that same legislation to provide municipalities with clear and concise direction, which would require direct interaction;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties appeal to the Government of Alberta to establish and maintain a uniform consultation and communication protocol with municipal elected officials which is applicable to all provincial bodies;

FURTHER BE IT RESOLVED that through this consultation and communication protocol, the Government of Alberta recognizes and acknowledges the legislated significance of municipal elected officials, and that the Government of Alberta engage municipalities openly and transparently to provide input and feedback on the consultation and communication protocol from inception through to implementation.

Member Background

Alberta municipal elected officials are concerned and challenged with the absence of direct communication and difficulty utilizing or having access to limited channels to arrange meetings with provincial elected officials. Examples of this are vast and province wide. For example, the County of Grande Prairie had requested a meeting with Minister Miranda, Minister of Culture and Tourism on August 22, 2017. Various emails have gone back and forth with the Minister's office but as of January 31, 2018 no meeting has yet been scheduled or explanation for delay provided.

In addition, due to the difficulties encountered to schedule appointments or converse with provincial elected officials, municipalities are not sufficiently consulted on various issues that directly affect the residents of Alberta under the direct care of locally elected officials.

Municipalities expected to participate in the implementation of provincial programs and/or initiatives are hampered with a lack of information or inconsistent information. Municipal elected officials cannot therefore make an educated and informed response. An example of this is the Intermunicipal Collaborative Framework legislation. Various questions surround the transportation component, which still have not been addressed, and municipalities have received conflicting direction from provincial staff on how to proceed and how transportation is defined. Specifically, does "transportation" mean just public transit or all transportation infrastructure and maintenance?

Municipalities are invited to comment on various topics at the same time as the public when it appears a plan is already in place or being developed. This process is not a consultation process but rather an exercise in informing the public and municipalities.

Provincial elected officials visiting municipalities or regions are not consistently informing municipalities of the visit. When the municipality learns about the visit after the provincial elected official has arrived, local elected officials lose the opportunity to share information and develop relationships with the provincial elected official. In late 2017, Alberta Health Minister Hoffman visited the Grande Prairie area and the County of Grande Prairie did not learn of the visit until after it had concluded and the Minister had left the region.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Wind Energy Regulations Required at Provincial Level

County of Paintearth

*Simple Majority Required
Endorsed by District 2 (Central)*

WHEREAS the recent increase in wind energy developments throughout Alberta has illuminated the need for a provincially standardized set of regulations for the land development concerns faced by rural municipalities and rural land owners; and

WHEREAS rural municipalities are and will continue to be the most impacted jurisdictions where these developments will occur; and

WHEREAS the lack of standard regulations has made landowners skeptical and distrusting of wind energy developers due to future requirements for remediation and reclamation of wind energy developments; and

WHEREAS rural municipalities are faced with a lack of consistency in regulations over the assessment, taxation, and legal ramifications of various wind energy development issues both current and future; and

WHEREAS the Alberta Energy Regulator (AER) has proven to be an effective approval and oversight regulatory agency for Alberta's oil and gas (energy) industry for decades and is supported by existing and competent staff, policies and recognition by both landowners and industry, with processes and responsibilities negating the need to create additional bureaucracy;

THEREFORE, BE IT RESOLVED the Alberta Association of Municipal Districts and Counties (AAMDC) request the Government of Alberta to undertake the creation of a Renewable Energy Division within the AER to approve, regulate, and enforce the responsible development, reclamation, and assessment of renewable energy projects in the Province of Alberta;

FURTHER BE IT RESOLVED that renewable energy projects formally proceeding into the review and approval stage of the above-noted Renewable Energy Division are to be corporately approved and construction ready projects, not speculative or conditional in any way;

FURTHER BE IT RESOLVED that the AAMDC request the Government of Alberta to set up and enforce the collection of monetary funds towards the implementation of an Orphan Turbine Fund to oversee potential future reclamation of abandoned turbine sites.

Member Background

- 1) This Renewable Energy Division should be tasked with the following:
 - a) Receipt and review of proposed renewable energy projects taking into account any or additional requirements in the same manner of existing AER applications and regulations.
 - b) Approval and oversight/enforcement of regulations for renewables projects being developed.
 - c) Development of a proper assessment and taxation system for the leases and improvements.
 - d) Completion of amendments and updates as required to any other provincial legislation needing amendment such as the *Municipal Government Act* (MGA), etc.

The oil and gas industry in Alberta has evolved over decades to where many in the industry revere the AER as both an effective approving agency and watchdog to ensure Alberta maintains the highest level of environmental sustainability of oil and gas industry projects in the modern industrialized world. The placement of energy converting turbines delivering electricity to a substation could be looked upon as no different than oil producing pump-jacks pipelining oil to a battery or tank farm.

The current lack of regulations of large scale renewable wind energy collection systems in Alberta has led to a dysfunctional system where landowners, municipalities, and project developers are constantly faced with uncertainty in getting projects off the planning table and onto the ground for construction. Compounded by a lack of congruency between municipal jurisdictions where there could exist 30 different sets of land use regulations among 30 rural municipalities, it lends additional confusion to applications for joint border projects. Further complicating the matter are the hierarchical levels of authority as outlined in the MGA s. 619 whereby a provincial agency such as the Alberta Utilities Commission (AUC) may over rule an MD or county bylaw, or impose bylaws upon jurisdictions that

resist or decline such projects, and unfairly place the responsibility to oppose or challenge such projects at the local municipal or land owner level.

Also, landowners in Alberta have had generally positive relationships with the oil and gas industry personnel, including trained and certified land agents. There is an evident level of distrust and miscommunication with renewables agents crossing all over the province purporting surface wind lease rights for speculative projects. Conflicts are frequent between neighbours, developers and the rural municipalities. Expanding the AER existing standards for surface leases and processes for completion to renewable energy projects would be seamless and cost effective. However, land rights issues are a different matter as renewables are purely a surface rights project, to which land owners control.

2) Having the Renewable Energy Division hear “construction ready” proposals:

Currently the AUC is bogged down with many “speculative” proposals for wind and solar energy projects, not yet having received provincial funding approvals under the current government’s program for subsidy funding. This has meant HEAVY administrative review work done both at the AUC and at the municipal permitting levels for projects that may never see the light of day. One recent AUC hearing in Red Deer from November 21-23, 2017 for a project in the County of Paintearth may reach over \$100,000 in expenses bore by the taxpayers for a project with no provincial funding approval which may not even be constructed. As per the utility industry and provincial “need” there is a large difference between private oil and gas industry and projects approved moving forward. This needs to be taken into account for efficiency and accountability of expensing public funds only towards relevant reviews.

The AER would be able to work co-operatively with the AUC to the extent of seeing applications after they have cleared prior regulatory and funding approvals.

3) Renewable Energy Division tasks and areas of responsibility:

Having the AER assume responsibility for renewable energy project reviews approvals would also be relatively streamlined and lend more credibility to the process by all parties involved, namely municipalities, landowners, and project proponents. The existing approval process in the AER for oil and gas projects would lend itself well to the renewables industry in providing common and well-known construction and operating guidelines, as well as governing interactions with landowners and rural municipalities. All the same requirements that the AER have in place for oil and gas approvals shall apply such as:

- i) Landowner consultations, approvals and compensation factors
- ii) Notification of projects to affected neighbouring landowners and municipalities where projects are to be located
- iii) Development of any required amendments to the *Surface Rights Act*, as differentiating renewable energy developers’ rights to access lands from mineral rights developers’ rights to access lands
- iv) Retain the requirements for the Alberta Electric System Operator (AESO) and AUC approvals as to the evaluation of worthiness and provincial need of proposed projects
- v) Develop a standardized set of land use regulations that include:
 - setback distances from roads, residences, property lines, water bodies and other environmentally sensitive areas
 - land types to be used for projects on both private and Crown lands
 - currently existing environmental requirements for the AUC approval
 - concurrence with/approval from municipality on road use impacts
- vi) Requirement of an extensive public process allowing for input from developers, land owners, and municipalities, may be in conjunction with or part of an expanded AUC process
- vii) Municipalities may retain the right to opt out of allowing surface wind collection projects within their boundaries where:
 - new transmission facilities are required by the project which may significantly impact current land use and values
 - natural landscapes and farming practises are deemed incompatible
 - wind projects would pose significant interference with existing industries, agricultural operations, or residential densities and developments in the rural areas
- viii) Developers to have and maintain minimum standards and practises of emergency response plans in place for the life of the projects the same as currently licensed AER facilities

- ix) Other items and requirements of the AER process for oil and gas that are applicable and desirable to the renewables industry not identified above

Currently turbine lease and access road preparations are not covered by provincial environmental standards, leaving the responsibility to the municipalities and landowners to enforce proper soil stripping conservation practises. Having competent staff already in place for oil and gas applications and qualified contractors which regularly meet or exceed provincial standards will reduce conflict in many areas at an efficient cost to the taxpayers at both the local and provincial levels.

The regulations and processes already established by the AER in matters related to assessment, taxation, and reclamation are similarly desired by many parties in the renewables arena. Currently landowners, and to an extent municipalities, are exposed to costs in the event of default that is not relevant to much of the oil and gas industry. The legal relationship between land owners and leasers leave the landowners exposed under the current lack of regulations.

Reclamation would be a non-issue with the creation of an Orphan Turbine Fund in the same manner that the oil and gas industry operates under with participation in the Orphan Well Association, and would go a long way to easing landowners' fears that 20 years in future they could be tasked with unreclaimed concrete pedestals sticking out of their fields. Reclamation should follow a similar standard of AER site reclamation with requirements to one metre below surface. This would require a monetary contribution per turbine to be set aside into the fund upon construction to be used in the event of project failure or developer insolvency that allows for the AER or municipality to access and remediate abandoned sites.

Also, the existence of quasi-judicial agencies and tribunals such as the Surface Rights Board also lend assistance to the notion that this renewables industry would be best served within the purview of the AER. However, there needs to be clarification to the rights of both parties, as currently landowners can outright reject turbines as opposed to the mineral exploration developers' projects. Having an established body oversee disputes with clear ground rules in advance is highly desirable.

Having a set of provincial regulations that appear to be commonly well accepted within the oil and gas industry for years would lend credibility to the AER organization in having the same level of commonly accepted renewables regulations and go a long way in reducing conflict with neighbours, municipalities and rural communities.

AAMDC Background

The AAMDC has no active resolution directly related to this issue.

Resolution 7-18S

Standards for Buildings Contaminated by Fentanyl and Carfentanil

Sturgeon County

*Simple Majority Required
Endorsed by District 3 (Pembina River)*

WHEREAS fentanyl is a powerful synthetic opioid pain medication; and

WHEREAS carfentanil is a highly potent analogue of fentanyl; and

WHEREAS fentanyl and its analogues pose significant hazard, potentially fatal, to persons who come into contact with minuscule amounts via inhalation, ingestion or skin contact; and

WHEREAS there is rapid rise in illegal production and consumption of fentanyl and carfentanil; and

WHEREAS the products are often produced in buildings not designed for this activity, which increases risks of contamination and building damage; and

WHEREAS buildings that house fentanyl labs pose complex challenges for cleaning and remediation; and

WHEREAS municipalites are being asked to inspect and certify that fentanyl contaminated dwellings are safe for habitation; and

WHEREAS no standard is established to define or guide this certification;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request the Government of Alberta to establish defined standards and consistent regulated approaches for inspecting buildings contaminated by fentanyl or carfentanil.

Member Background

Sturgeon County remains committed to working with the Government of Alberta to maintain safe communities. The presence and exposure of drug labs has created some public safety concerns regarding several issues, including their presence in communities with children, remediation, and the danger of third-party exposure. Currently there is no clear jurisdiction, protocol or standards to determine that a remediated building is safe for employees, residents or human habitation. Since no standards exist, remediation efforts have been put on hold. As more drug labs are exposed, we believe this experience is or will likely become common amongst other counties and municipal districts across Alberta.

Therefore, the intent of this resolution is to advocate for the development of standards and consistent regulated approaches to ensure that properties contaminated by fentanyl, carfentanil, or other toxic substances are remediated and meet the requirements to be declared safe for entry and habitation.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Resolution 8-18S

Amendments Required for Provincial Recycling Regulations

Strathcona County

*Simple Majority Required
Individual Resolution*

WHEREAS in 2013, Alberta Environment and Parks completed an extensive consultation on the development of a new recycling regulation that would include the necessary regulatory amendments to existing programs to ensure long term sustainability; and

WHEREAS the result of the consultation was a proposed *Designated Materials Recycling Regulation* for decision makers' review that included several changes to Alberta's existing regulatory framework for recycling materials; and

WHEREAS the proposed changes were intended to:

- streamline Alberta's regulatory framework, while reducing solid waste;
- provide options to shift end-of-life management responsibilities from taxpayers to producers and consumers;
- consolidate Alberta's existing recycling regulations under one regulation – the *Designated Materials Recycling Regulation*;
- remove specified maximum environmental fees from regulation while still ensuring consumer protection from excessive fees;
- expand the electronics program to include small appliances, audio/visual equipment, telecommunications equipment and power tools; and
- expand the used oil materials recycling program to include automotive anti-freeze/coolant containers and diesel exhaust fluid containers;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties (AAMDC) advocate to the Government of Alberta to make the changes outlined under the 2013 proposed *Designated Materials Recycling Regulation*.

Member Background

Alberta has a number of successful recycling stewardship programs, including the following:

- Beverage Container Recycling Program (1972)
- Hazardous Waste Legislation (1985)
- Tire Recycling Program (1994)
- Used Oil Materials Recycling program (1997)
- Electronics Recycling Program (2004)
- Paint and Paint Containers Recycling Program (2007)

Despite the success of these programs, Alberta has the highest per capita waste disposal rate of any province in Canada. In the past, the Government of Alberta had set a goal to reduce the provincial per capita waste disposal rate to 500 kg per person per year by 2010. This goal has not been achieved, nor has the Government of Alberta set new targets or programs to assist municipalities in achieving higher diversion rates from landfills. In 2014, the per capita disposal rate for Alberta was 981 kg per person (Stats Canada), with a provincial diversion rate of only 16%.

In 2013, the City of Red Deer put forward a resolution for regulatory changes. In 2014, the government response indicated that the Province was considering several changes and would engage municipalities when the Province determined its next steps. As of today, the Government of Alberta has yet to take any of the needed steps to resolve this issue.

This issue affects all municipalities in Alberta that provide collection points for materials covered under the province's programs.

With the exception of the beverage container recycling program, municipalities across Alberta are the collection point for these programs, and thus are the connection between the Province's regulations and Alberta residents.

Through the recycling fees that are collected at point of purchase for all of these materials, these programs were originally intended to fully fund collection, transportation and recycling. These fees are set in regulation, making it difficult for the stewardship organizations to adjust their programs based on economic fluctuations. As a result, municipalities are left to subsidize these programs in their local communities.

Some economic, environmental and social impacts include:

- municipalities subsidizing the paint program by about 40-60%;
- challenges for municipalities to secure reliable collection services for the tire program;
- areas of the province where oil collection has been discontinued leaving Albertans without an option for environmentally safe disposal; and
- the continued expectation from Albertans that their municipality will provide diversion services in their community despite difficult circumstances.

Expansion of the existing provincial recycling programs would also assist with waste diversion. For example, many municipalities are already recycling, at their own cost, additional electronic items (i.e. microwaves, power tools, entertainment equipment, etc.) and antifreeze containers that are not part of the province's current lists.

Provincial programs are being strained financially, adding extra stress on municipalities. It is the right time for the Province to make these regulatory amendments, which would represent an important first step in enhancing Alberta's waste reduction record.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Resolution 9-18S

Exemption of Seniors Housing from Requirement to Pay Carbon Levy

Beaver County

*Simple Majority Required
Individual Resolution*

WHEREAS the Government of Alberta (under the *Climate Leadership Implementation Act*, Bill 20/2016 [Chapter C-16.9]) has introduced a provincial carbon levy as of January 1, 2017 to reduce the carbon footprint and greenhouse gas emissions in Alberta; and

WHEREAS the Alberta Association of Municipal Districts and Counties (AAMDC) and its members support initiatives to reduce the carbon footprint and greenhouse gas emissions and want to be part of the solution; and

WHEREAS regulated housing providers that provide publicly supported housing, independent living, supportive living, designated supportive living and rent regulated accommodation are charged the carbon levy; and

WHEREAS housing management bodies (HMBs) provide housing services to thousands of Albertans and most AAMDC members are also members of an HMB (e.g. seniors' housing foundations); and

WHEREAS the carbon levy rebate goes to low and middle income individuals and families in regulated housing who do not pay the utility bills and have no ability to utilize the rebate to reduce the carbon footprint in a congregate setting, which is the intent of the levy; and

WHEREAS the Government of Alberta has introduced provincial carbon incentives to businesses and communities to physically reduce their energy consumption through energy efficiency initiatives; and

WHEREAS the provincial carbon incentives to businesses and communities do not begin to address the requirements needed to reduce the carbon footprint of the aging infrastructure in this housing segment; and

WHEREAS the regulated housing providers have no resources to change or enhance the current infrastructure, or to change the behavior of their residents, to make the necessary reductions that will sufficiently reduce greenhouse gas emissions; and

WHEREAS the carbon levy will increase operating and capital expenses for HMBs, impacting the quality of accommodation and accommodation services for Albertans residing in their buildings;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties (AAMDC) urge the Government of Alberta to exempt housing management bodies from the provincial carbon levy;

FURTHER BE IT RESOLVED that the AAMDC advocate to Alberta Seniors and Housing for additional capital funds to be accessed by housing management bodies to install more efficient infrastructure and reduce greenhouse gas emissions in regulated housing facilities.

Member Background

Housing management bodies (HMB's) provide housing services to thousands of Albertans and most AAMDC members are also members of an HMB (e.g. seniors' housing foundations).

HMBs will face increased direct costs in utilities and fuel as well as indirect increases for food, equipment and supplies, and contracted services as a result of the levy. However, the ability of HMB's to recapture any portion of these increased costs is restricted by current government directive.

The self-contained apartment portfolio, which many HMBs manage on behalf of the Government of Alberta, has rigid regulations in place to accommodate the low income seniors who reside in these suites. The rent is fixed at 30% of the income on line 150 of the resident's Notice of Assessment. While electricity costs may be charged over and above the rental fee to a maximum of \$50 per month, no further fees for other utility costs are allowable.

The Government of Alberta also requires HMBs to recapture at least 80% of the building's electricity costs. Anticipated increases in electricity distribution fees may push some HMBs below the mandated recoverable

amount of 80%. Further, increases in natural gas will need to be absorbed without any means of recovery, as these costs are included in the rental fee.

Residents of these self-contained units, however, will be receiving carbon levy rebates as determined by their taxable income, which falls well below the \$47,500 income threshold for the carbon levy rebate. They are essentially receiving a rebate for costs they are not incurring. While we understand that the Government of Alberta is protecting vulnerable citizens through this legislated energy transition, our concern is that some of those funds are being directed to individuals who are not bearing the additional costs, rather than to the HMBs who are going to see the increases.

AAMDC Background

1:17S: Carbon Levy Exemption of Natural Gas and Propane for All Food Production Uses

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties appeal to the Government of Alberta to provide carbon levy exemption certificates for the use of natural gas and propane for all food production uses.

DEVELOPMENTS: Though it is positive that the Government of Alberta has indicated in its response that multiple ministries and the Alberta Climate Change Office are exploring alternative solutions to address concerns regarding the carbon levy that have been identified by the AAMDC, there is no indication that exemption certificates will be issued as requested in this resolution. The AAMDC's Climate Change Advisory Committee recognized the benefit that Alberta's agricultural lands serves as a carbon sink, and supports the need for continued advocacy for an exemption from the carbon levy on natural gas and propane used for food production. Due to the lack of commitment by the Government of Alberta in moving this forward, this resolution has been assigned a status of **Intent Not Met**. The AAMDC will continue to work with the government and monitor any resulting developments related to this issue.

2-16F: Exemption of Municipalities from Carbon Levy

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request the Government of Alberta to exempt all municipalities in Alberta from the carbon levy.

DEVELOPMENTS: The Government of Alberta response indicates that municipalities will not be provided an exemption from the carbon levy. Although the AAMDC appreciates the Government of Alberta's willingness to collaborate with municipalities to ensure that programs provided through Energy Efficiency Alberta and other bodies provide benefits to municipalities, there is still a concern that imposing the levy on municipalities will force an increase in municipal taxes and fees to maintain levels of service. The AAMDC's Climate Change Advisory Committee supported the need for a municipal exemption from the carbon levy, and as such, this resolution is assigned a status of **Intent Not Met**.

6-16F: Carbon Levy Exemption on Natural Gas and Propane Used for Agricultural Operations

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request that the Government of Alberta amend the *Climate Leadership Implementation Act* to exempt farming operations from the carbon levy on natural gas and propane.

DEVELOPMENTS: The Government of Alberta response indicates that natural gas and propane used for agricultural purposes will not be exempted from carbon levy payments. The AAMDC appreciates the exemptions applied to marked gasoline and diesel for agricultural use, as well as other current and future tools implemented by the Government of Alberta to assist agriculture producers in balancing energy efficiency with operational viability. However, as the response does not indicate a willingness to meet the intent of the resolution, this resolution is assigned a status of **Intent Not Met**. The AAMDC's Climate Change Advisory Committee explored the impacts of the carbon levy on the agriculture industry and identified the need for continued advocacy for an exemption from the carbon levy on natural gas and propane used for food production. Advocacy on this issue will continue.

Resolution 10-18S

Tenure Extension Requirements for Unconventional Development

MD of Greenview

*Simple Majority Required
Endorsed by District 4 (Northern)*

WHEREAS the *Mines and Minerals Act* and associated regulations are the authority for administration and regulatory procedure regarding tenure and tenure extension; and

WHEREAS the draft *Water Conservation Policy for Upstream Oil and Gas* is an update of the *Water Conservation and Allocation Policy for Oilfield Injection* (2006) and places a greater emphasis on the use of alternative water sources such as industrial or municipal wastewater and impaired quality ground water, and is extended to oil sands mining, conventional enhanced recovery, and hydraulic fracturing water use; and

WHEREAS the Alberta Energy Regulator initiated a multi-stakeholder panel in the Area-Based Regulation Pilot Project in the M.D of Greenview, which examined the draft *Water Conservation Policy for Upstream Oil and Gas* and presented 23 consensus recommendations for improving the use of alternate sources of water and supporting the implementation of the policy; and

WHEREAS the draft *Caribou Range Plan* requires industry to engage in integrated land management to reduce the environmental impacts and fragmentation of landscape through regional access plans, multi-use corridors, and phased restoration to in the protection of caribou and restoration of caribou habitat; and

WHEREAS the federal *Species at Risk Act* will require similar actions to protect and restore other threatened and endangered species across the province; and

WHEREAS the current tenure process encourages the fracturing of the landscape and reduces orderly development of energy resources as industry is focused on planning activities around maintaining tenure; and

WHEREAS industry and municipalities support actions to reduce ecological footprint and environmental impacts, and seek to protect endangered species in Alberta through compliance with provincial and federal legislation and regulation, while maintaining and enhancing economic prosperity;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties AAMDC requests the Government of Alberta review and examine tenure extension requirements for unconventional resource development, removing the need for industry to plan activities around securing tenure, and thereby allowing more orderly development and reduced impact on the environment.

Member Background

Tenure

Tenure systems enable companies to explore for, and develop Alberta's resources, such as petroleum and natural gas. Alberta's Crown petroleum and natural gas rights are issued in the form of licenses or leases through a competitive bid system. The tenure ends when an agreement holder can no longer prove it is capable of producing resources in paying quantities, is lost through rental or royalty payment default, or by voluntary surrender.

When tenure holders wish to extend their tenure, they are required to engage in a process called "holding the land." With conventional resources, wells are required to demonstrate reasonable reserves in the area where an extension is sought. This process was developed to prevent companies from holding and not developing their leases.

When applied to unconventional resource development, such as hydraulic fracturing or horizontal drilling, the target for tenure extension is a well-defined geological formation, such as the Duvernay or Montney. Companies are required to drill wells away from current development in order to hold the lease to land where it is already known that the resource exists creating isolated patches of development. Therefore, the current tenure extension process does not allow for orderly development creating non-optimal disturbance on the landscape and adds significant costs to operators. The additional drilling, roads,

pipelines and infrastructure required to extend tenure increases industry's overall footprint and further fragments the landscape.

Issue

The discussion about tenure extension emerged as a supplementary issue in the Area-Based Regulation (ARB) Pilot Project in the M.D of Greenview. The ARB approach was initiated by the Alberta Energy Regulator to make geographically-specific rules and practices that consider the unique environment, energy resources, and communities of targeted areas in collaboration with the people that live, work and recreate in those locations. The pilot project involved a multi-stakeholder panel which developed recommendations specific to water use by the energy sector within the M.D of Greenview. The panel involved representatives from municipalities, environmental organizations, industry, and Indigenous and Metis groups. The panel presented 23 recommendations aimed at improving the use of alternative sources of water and supporting implementation of the draft *Water Conservation Policy for Upstream Oil and Gas*.

During the panel, there was discussion of the current energy tenure system. The current effects of the requirements for extending tenure holdings was seen by panel members to hamper the ability to implement the draft *Water Conservation Policy for Upstream Oil and Gas*. This issue was outside the panel's scope as defined in their terms of reference, but the panel felt that altering tenure extension requirements would help achieve environmental and economic outcomes across the province.

The Government of Alberta is in the process of receiving feedback on the draft *Caribou Range Plan*, which will be followed by a number of plans under the federal *Species at Risk Act* for the protection of threatened or endangered species across the province. These plans have a number of significant potential impacts on municipalities and industry throughout Alberta. In its current form, the range plan would require industry to engage in integrated land management, including best practices to reduce their ecological footprint through regional access plans, multi-use corridors, and phased restoration. Alterations to tenure extension will allow industry to comply with changes to regulations and reduce their environmental footprint, reduce costs to operators, and maintain industry prosperity.

Recommendation

Changes to tenure extension requirements would reduce the need for industry to plan activities around maintaining tenure. Particularly, but not limited to, unconventional development, these changes would allow for more orderly development, reducing environmental impacts and fragmenting of the landscape. These changes are required as soon as possible as there are a number of tenure expirations occurring in 2019 and 2020.

There are a number of benefits to changing tenure extension requirements. There is potential for acceleration of provincial revenue streams as production from wells would be in focused development areas, rather than if wells were drilled to secure tenure away from the existing development. More orderly development would allow for improved water management, especially reduced impacts on aquatic ecosystems through improved water recycle and reuse planning. It also allows for reduced land fragmentation through focused development. Changes to tenure extension would also encourage operators to increase the use of alternative water resources in unconventional resources development.

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.

Resolution 11-18S

Recycling of Solar Panels

MD of Foothills

Simple Majority Required
Endorsed by District 1 (Foothills-Little Bow)

WHEREAS the Government of Alberta has deemed it to be in the best interests of its citizens to create recycling programs for items such as tires, plastic containers, electronics, etc. and

WHEREAS solar panels are now reaching a point where replacement is required; and

WHEREAS the materials and elements used in the construction of solar panels can be hazardous or could be recycled but at a significant cost;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties request that the Government of Alberta expand existing recycling programs to include solar panels (photovoltaic modules).

Member Background

It appears that the State of Washington is taking the lead regarding the issue and has passed the *Solar Incentives Job Bill* (ESSB 5939) of which Section 12 states the following:

The legislature finds that a convenient, safe, and environmentally sound system for the recycling of photovoltaic modules, minimization of hazardous waste, and recovery of commercially valuable materials must be established. The legislature further finds that the responsibility for this system must be shared among all stakeholders, with manufacturers financing the take back and recycling system.

The industry in Alberta is nowhere near as mature as the one in Washington, but it would be prudent to create a program early on and not when significant costs would have to be borne by the taxpayer.

AAMDC Background

7-15F: Agriculture Plastics Recycling

THEREFORE, BE IT RESOLVED the Alberta Association of Municipal Districts and Counties request that Alberta Environment and Parks develop a recycling program to provide for the collection and recycling of agricultural plastics in Alberta.

DEVELOPMENTS: The AAMDC believes that a coordinated, province-wide approach to end of life management for agriculture plastics is the most effective means of limiting the amount of agriculture plastics that end up in landfills. Currently, some rural municipalities have provided recycling options for this material, but due to its large size and limited recycling options, these programs are beyond the capacity of most municipalities.

The AAMDC has been collaborating with other municipal associations, AAMDC members, and with the Recycling Council of Alberta to explore options used in other provinces and will continue to identify opportunities for advocacy alignment. In recent months, the AAMDC has made progress with Alberta Environment and Parks and Alberta Agriculture and Forestry in emphasizing the need for an agriculture plastics program and anticipates that discussions will continue moving in a positive direction. Until a coordinated recycling program is developed, this resolution is assigned a status of **Intent Not Met**. The AAMDC will continue to work with other stakeholders and advocate for the formation of a program to enable the recycling of agriculture plastics.

Resolution 12-18S

Victim Services Units Funding

Northern Sunrise County

*Simple Majority Required
Endorsed by District 4 (Northern)*

WHEREAS the Report of the Auditor General of Alberta, dated February 2016, provides information regarding the lack of a plan to appropriately and productively use the growing accumulated surplus of the Victims of Crime Fund to best meet the needs of Albertans as intended by the *Victims of Crime Act* and;

WHEREAS provincial victim services units are established to provide support programs for individuals who have suffered as a result of violent crimes; and

WHEREAS victim services units must request additional funding from the rural municipalities in their borders to subsidize the amount received from the Government of Alberta; and

WHEREAS volunteers, while widely used and appreciated, are not able to provide the level and scope of service that victims need at all times of the day or night;

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties lobby the Government of Alberta to use the monies from the Victims of Crime Fund to adequately fund provincial victim services units so they can provide the staffing levels required to assist victims of crime.

Member Background

Victims services units annually request funding from municipalities to subsidize the inadequate funding they have received from the Government of Alberta. The funding received does not adequately supply the services that are needed in Northern Sunrise County, as well as other rural municipalities. Municipal funding is provided out of necessity, as the municipalities do not want to see the services lost to the region.

See following excerpts from the Report of the Auditor General of Alberta / February 2016

Justice and Solicitor General – Victims of Crime Fund – Systems to Manage Sustainability and Assess Results

SUMMARY

Victims of crime come from all walks of life and socio-economic groups. Crime victims are not only from vulnerable populations, they live in every neighbourhood and can be any age, gender or ethnicity. The Victims of Crime Fund (VOCF) provides funding for financial benefits paid to eligible victims of violent crime for physical and/or emotional injuries suffered. It also provides grant funding primarily to police based Victim Services Units (VSUs) and specialized community-based assistance programs, to deliver programs that benefit victims during their involvement with the criminal justice process, as legislated under the *Victims of Crime Act*.

OVERALL CONCLUSION

The department and VOCF program have adequate systems and processes to manage the day-to-day administration of the fund. However, the department is not completing the necessary strategic planning, analysis and reporting to establish desired results, and the resources necessary to achieve those results.

There is also no plan how to appropriately and productively use the fund's growing accumulated surplus to best meet the needs of Albertans as intended by the Act. The government's and department's current budget process treats the fund like any other generally funded program even though it is self-financing and has its own independent funding source. Business and budgeting practices are potentially restricting operating decisions intended to better serve victims of crime.

WHAT WE FOUND

The department has not completed the necessary analysis and forecasting of the financial resources required to achieve the desired results set out in the *Victims of Crime Act*. The department cannot presently answer the question: Are the resources currently available adequate

and being used appropriately to deliver the desired result of accessible, appropriate and timely services to victims in accordance with the legislation?

The fund is growing at a rate faster than payments to victims are being made. The government's and department's current budget process, which is applied to the fund, is not designed to assess or consider its unique funding source, the changing needs of victims or increased fine surcharge revenue inflows. Because of this disconnect, and with revenue trending higher, the fund's accumulated surplus continues to grow and these excess funds are sitting unused, without the department having a clear plan for intended future use. Underlying this is the lack of an achievable, budgeted and approved plan to guide the priorities and direction of the fund.

VOCF program management has drafted planning documents to set the priorities and guide the direction of the fund. The documents outline how the program can become more accessible, appropriate and timely, and be more responsive to victims' needs. Additional funding would be required to fully implement these objectives. However, the program does not have the ability to access the surplus funds to maintain and expand services to victims without approval from the department.

WHAT NEEDS TO BE DONE

The department needs to develop a plan that:

- clearly identifies what the actual current needs of the victim of crime population are and are forecasted to be
- identifies gaps in service
- shows how much funding will be required to meet these needs and what the impact on Albertans will be if it is not made available
- can be monitored and measured for success, with the results publicly reported

The department also needs to determine an appropriate and productive use of the VOCF's accumulated surplus, which is supported by a proper financial analysis, as a necessary starting point to facilitate discussion with the Department of Treasury Board and Finance to show the impact current budgetary and business policies have on potential uses of the fund's surplus and victims of crime.

WHY THIS IS IMPORTANT TO ALBERTANS

The *Victims of Crime Act* creates the VOCF to provide financial benefits and fund support programs for individuals who have suffered as a result of violent crime. Victims of domestic violence, families of homicide victims, children who have been sexually abused and the elderly who have been physically harmed, are among the Albertans who receive benefits from the fund and support as their cases proceed through the judicial process. If the fund is not managed appropriately, there is a risk that victims of crime will not receive the assistance and financial benefits to which they are entitled under the law. Also, programs for victims of crime that are run by police-based VSUs and community organizations may not receive sufficient grant funding to deliver on the intent set out in the *Victims of Crime Act*.

FINDINGS AND RECOMMENDATIONS

Having a current strategy for the fund is important because demographics, population trends and demands on the fund can change, and they have changed over the 13 years since the crime consultation report was issued. For example, the fund provides grant funding to a number of police-based VSUs that are located across the province. When the original report was produced in 2002, there were only a few VSUs operating within several police jurisdictions, but as of 2014-2015 the number of VSUs receiving funding grew to 76.

Recommendation 6: Determine Best Use of Victims of Crime Fund Accumulated Surplus

We recommend that the Department of Justice and Solicitor General, supported by sufficient analysis, determine an appropriate use of the Victims of Crime Fund accumulated surplus.

Criteria: the standards for our audit

Funding should be available to provide financial benefits and services to eligible victims of crime. There should be processes to:

- ensure that sufficient funding is available to meet anticipated long-term obligations (Crimes Compensation Board and Severe Injury liability)
- assess the level of net assets that should be maintained for sustaining the fund
- determine if a reserve fund should be retained and, if so, of what magnitude

USE OF FUND SECTION 10

The minister may, in accordance with this Act and the regulations, make payments from the fund (a) for grants relating to programs that benefit victims of crime;

(a.01) without limiting the generality of clause (a), for grants relating to programs that provide counselling to children who are victims of sexual exploitation or other criminal offences causing physical or mental harm;

(a.1) for programs that benefit victims of crime;

(b) for costs incurred by the Committee and the Review Board in carrying out their duties under this Act;

(c) for remuneration and expenses payable to the members of the Committee and the Review Board;

(d) for financial benefits payable pursuant to sections 13, 15 and 19(2);

(d.1) for death benefits payable pursuant to section 13.01;

(e) to pay the costs of administering this Act.

RSA 2000 cV-3 s10;2001 c15 s5;2006 c23 s81;
2011 c15 s9; 2013 cC-12.5 s22

AAMDC Background

The AAMDC has no active resolutions directly related to this issue.



REQUEST FOR DECISION

SUBJECT: Private Member's Motion on Rural Crime in Canada		
PRESENTATION DATE: March 13, 2018		
DEPARTMENT: Council	WRITTEN BY: Christine Heggart	REVIEWED BY: Rick Emmons, Interim CAO
BUDGET CONSIDERATIONS: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation		
LEGISLATIVE DIRECTION: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) <input type="checkbox"/> County Bylaw or Policy (cite)		
STRATEGIC PLAN THEME: Well Governed and Leading Organization	PRIORITY AREA: 2.5 Advocate in the best interests of our community and region.	STRATEGIES: 2.5.8 Actively pursue opportunities to discuss with the Premier, Cabinet Members, and Deputy Ministers issues concerning provincial legislation, programs or initiatives.
ATTACHMENT(S): Email from MP Stubbs office; DRAFT response letter		

STAFF RECOMMENDATION:

That Council reviews the draft response letter to MP Shannon Stubbs, revises as required, and approves for Reeve's signature.

BACKGROUND:

Members of Council received an email request from MP Shannon Stubbs', Shadow Minister for Natural Resources, office to endorse her private member's motion (attached in email request).

As Council previously indicated its interest in advocacy efforts related to rural crime in Clearwater County, Administration drafted a response letter for Council's consideration endorsing MP Stubbs' private members motion.

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

From: Shannon.Stubbs@parl.gc.ca

Date: 02-22-2018 8:28 AM (GMT-07:00)

To: Shannon.Stubbs@parl.gc.ca Cc: Shannon.Stubbs.A1@parl.gc.ca, Shannon.Stubbs.A2@parl.gc.ca

Subject: Private Member's Motion M-167

Dear Mayors, Reeves, and Councillors of Alberta,

In regards to the significant increase in rural crime in recent years, such as an escalation in theft, assault, and burglary, MP Shannon Stubbs has proposed a Private Member's Motion asking the government to begin a study on rural crime. The text of the motion is as follows:

M-167—Shannon Stubbs—That the Standing Committee on Public Safety and National Security be instructed to undertake a study on rural crime in Canada and consider factors, including but not limited to: (i) current rural crime rates and trends; (ii) existing RCMP and other policing resources and policies in rural, remote, and Indigenous communities, particularly in relation to population density, policing geographic area, and staff shortages; (iii) current partnerships with provincial and municipal police; (iv) possible recommendations to improve rural crime prevention and to curb emerging crime rates, and that the committee report its findings to the House within six months of the adoption of this motion.

The reason I'm contacting you is to ask for an endorsement of this motion. A short quote, 1 – 2 sentences long, would be appreciated, and every contribution will help get us closer to getting this motion through the House so that this serious issue can be addressed. To further support this motion, you can contact any of the following MPs who are on the Standing Committee on Public Safety and National Security, and/or contact your local Member of Parliament.

john.mckay@parl.gc.ca

matthew.dube@parl.gc.ca

julie.dabrusin@parl.gc.ca

peter.fragiskatos@parl.gc.ca

glen.motz@parl.gc.ca

sven.spengemann@parl.gc.ca

pierre.paul-hus@parl.gc.ca

blaine.calkins@parl.gc.ca

pam.damoff@parl.gc.ca

mark.holland@parl.gc.ca

michel.picard@parl.gc.ca

If you would like to view the first reading for this bill, it is scheduled for March 24. House proceedings can be viewed via <http://www.cpac.ca/en/>.

Thank you,



William Matychuk,

Member's Assistant, Office
of M.P. Shannon Stubbs,
Shadow Minister for
Natural Resources

659 Wellington

House of Commons /
Chambre des communes

Ottawa, ON K1A 0A6

TEL. / TÉL. (613) 992-4171

FAX / TÉLÉC 613-996-9011

shannon.stubbs@parl.gc.ca



March 13, 2018

Member of Parliament Shannon Stubbs
Constituency Office
5009 - 50 Street (Main Office)
Two Hills, Alberta
T0B 4K0

Shannon.Stubbs@parl.gc.ca

RE: Private Member's Motion on Rural Crime in Canada

On behalf of Clearwater County Council, this letter is to indicate Clearwater County's support and endorsement of your Private Member's Motion #M-167 requesting the Standing Committee on Public Safety and National Security undertake a study on rural crime in Canada.

Like many rural communities in Alberta, Clearwater County has experienced increased rural crime in recent years, from property crime to crimes against persons. Clearwater County has worked with our three local RCMP detachments to understand crime trends in our community and also have advocated that K Division provide suitable policing resources to improve crime prevention efforts in our rural region of west-central Alberta.

Although our local detachments have had successes in their crime prevention efforts, rural crime remains a community issue within Clearwater County. Council appreciates your efforts to encourage a federal study on rural crime that includes crime rates and trends, existing RCMP and policing resources, provincial and municipal policing partnerships and recommendations to improve rural crime prevention.

Sincerely,

John Vandermeer, Reeve
Clearwater County

cc: Clearwater County Council;
Jim Eglinski – MP for Yellowhead;
Jason Nixon – MLA for Rimbey-Rocky Mountain House-Sundre
Sergeant Kurtis Phillipow, Rimbey RCMP;
Sergeant Jay Penner, Rocky Mountain House RCMP;
Sergeant Jim Lank, Sundre RCMP

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of2018.....

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

Payment Periods

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

Supervision Rate – \$1,003.00 Monthly
 Reeve Supervision Rate - \$2,014.00 Monthly
 Deputy Reeve Supervision Rate - \$1250.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
Feb 1	NSWA Municipal Forum	X	X	X			468
Feb 2	CAAMDC Regional Conference	X	X				40
Feb 7	Town Hall with Jason Nixon	X					80
Feb 12	Headwaters Alliance Drayton	X	X				268
Feb 13	Regular Council/Broadband				X		40
Feb 15	Clearwater Trails	X					40
Feb 21	MPC	X					40
Feb 27	Regular Council				X		40
Feb 28	Economic Development course	X	X				40

PAID

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Remuneration Calculation

<u>7</u>	Meetings @ \$161.00=	<u>1127.00</u>	<u>1056</u>	Kms @ \$0.55=	<u>580.80</u>
<u>5</u>	Meetings @ \$127.00=	<u>635.00</u>		Lunch @ \$16.00=	<u> </u>
<u>2</u>	Meetings @ \$288.00=	<u>576.00</u>		Less Christmas Ad	<u><127.67></u>
	Supervision=	<u>1250.00</u>			
	TOTAL=	<u>3588.00</u>		TOTAL=	<u>453.13</u>

Signature {Councilor / Board Member}

Clearwater County

Councilor and Board Member Remuneration Statement

For the Year of2018.....

Name of Councilor / Board Member MICHELLE SWANSON

Payment Periods

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

Council Supervision Rate – \$1,003.00 Monthly
Reeve Supervision Rate - \$2,014.00 Monthly
Deputy Reeve Supervision Rate - \$1250.00 Monthly

Date	Type of Meeting Attended	First 4 Hours \$161.00	Next 4 Hours \$127.00	Next 4 Hours \$127.00	Regular Council Meeting \$288.00	Lunch \$16.00	Mileage @ \$0.55 / km
1	North SK Watershed Alliance	✓	✓	✓			212
7	Rec Board Mtg.	✓					26
13	Council Mtg				✓		26
12	RDRMUG Mtg with Ministers Phillips	✓					—
14	FCSS	✓					26
19	Travel to Camrose	✓				✓	
20	} GROWING RURAL TOURISM Conference	✓	✓	✓			
21		✓	✓	✓			
22		✓	✓	✓			
27	Council Mtg				✓		26
15	Canada Games Yr. Out RD.	✓					198

PAID

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Remuneration Calculation

9	Meetings @ \$161.00=	1449.00		514	Kms @ \$0.55=	282.70
8	Meetings @ \$127.00=	1016.00		1	Lunch @ \$16.00=	16.00
2	Meetings @ \$288.00=	576.00			Camrose Receipts (ON FILE)	676.84
	Supervision=	1003.00			Chamber Luncheon	25.00
	TOTAL=	4044.00			NSRWA Receipts (ON FILE)	138.62
					Less Christmas AD	(127.67)
						1011.49

Signature {Councilor / Board Member}

Submitted by Jerry Pratt, Economic Development Officer
Clearwater County
March 7, 2018

Investment Attraction Matrix.

CAEP, in partnership with several of its members' Economic Development Officers, has completed the regional Investment Attraction Matrix - to help communities assess their strengths and weaknesses and determine their appeal to site selectors representing these industries.

A working group identified 12 industries as most relevant to Central Alberta, along with weighted factors that those industries consider crucial and important to site selection and business success.

Here is a snapshot of what this tool can do:

- Provides information so council and economic development officers can determine where to most effectively put their resources.
 - For example, if a site selection inquiry comes to a municipality via the Government of Alberta, Access Prosperity, or through organic means, the EDO can cross-reference the industry needs with the matrix and determine if the community meets the high-priority factors of that industry.
 - If the community meets the high priority factors, it would be considered worthwhile to respond to the site selection inquiry.
 - Alternatively, if the community does not meet many or any of the high-priority factors, then department resources may be better allocated elsewhere.
- Provides information to council for long-term infrastructure and land planning
 - For example, if a community wishes to attract an industry, and they have few high-level factors already, council can direct administration to develop assets needed to be more successful in attracting that specific industry.
- If a municipality is aware of a competitor's advantages, this tool can be used to position the community for greater success in its attraction efforts.

The following Investment Matrices have been provided as examples for:

- Commercial, Industrial Machinery Repair
- Licensed Marijuana Growing & Processing Facilities
- Sawmills & Wood Preservation

Other industries that have a matrix for the EDO to use are:

- Agricultural, Construction, Mining Machinery Manufacturing
- Cement Manufacturing
- Computer Systems Design & Related Services
- Management, Scientific & Technical Consulting Services
- Meat Product Manufacturing
- Petrochemical Manufacturing
- Meat Product Manufacturing
- Supporting Activities for Mining, Oil & Gas Extraction
- Warehousing & Storage
- Wood Product Manufacturing

INVESTMENT ATTRACTION MATRIX

Context for Use of the Investment Attraction Matrix

The CAEP Investment Attraction Matrix (IAM) provides information on the relative importance of key location factors related to business location decision making for a number of key industries of interest to the CAEP area. An understanding of these location factors in an economic development context will be of benefit not only in investment attraction, but also in the retention of existing businesses and investment.

The IAM has been designed specifically for CAEP members to use as a tool for self-analysis that deepens an understanding a community's ability to meet the business location needs of certain industries – thereby supporting success in both retention and attraction activities.

A relative degree of importance has been attached to each location factor in the IAM, and each has been validated by a site selection professional, Don Schjeldahl of DSG Advisors. Keep in mind that the importance of each factor is necessarily generalized for each industry, but that for each company, and indeed for each project, a different weighting of importance may be applicable.

An analysis using the IAM provides a first level critical understanding of a community's basic ability to meet the location needs of industry. A community's ultimate ability to successfully attract (and retain) investment (for which it has all the desirable location characteristics), is still highly dependent upon the community's level of investment readiness.

This is because many other highly prepared, competitive, and experienced communities will also meet or exceed the location requirements of any particular industry or business.

Almost all communities however, can substantially improve their investment readiness, and therefore their capacity to attract and retain investment by having their level of investment readiness independently and objectively assessed.

Matrix Separated into Individual Industry Tabs

This matrix permits a separate tab (or sheet) for a community to self-assess against the twelve different key industries of interest, and as agreed to by CAEP. The industry tabs have been listed in alphabetical order.

[Click here to read the instructions on how to use the matrix.](#)

Investment Attraction Matrix

Commercial, Industrial Machinery Repair (NAICS 8113)



This Canadian industry comprises establishments primarily engaged in repairing and maintaining commercial and industrial machinery and equipment, except automotive and electronic. Illustrative examples include: construction machinery and equipment repair, fire extinguishers servicing and repairing, industrial equipment and machinery repair and maintenance.

Developed for CAEP by:



Commercial,
Industrial
Machinery Repair
8113

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Industry Development					
Industry Life Cycle Phase (Startup, Growth, Mature, Decline)					Growth
	Measure	Meets: Yes/No	Exceeds?	Need to Improve:	Location Factor Importance
Access to Production-Related Resources					
Criticality of Access/Proximity to Natural Resources	Critical, Dependent, or Non-critical				Non-Critical
Electricity (Capacity, Availability, Reliability)	Comparable or better than competing locations				High
Electrical Energy Costs	Comparable or better than competing locations				Medium
Natural Gas (Capacity, Availability, Rate)	Comparable or better than competing locations				Low
Water (Capacity, Availability, Rate, Connection Fees)	Comparable or better than competing locations				Low
Water Quality	Comparable or better than competing locations				Low
Sewer (Capacity, Availability, Rate, Connection Fees)	Comparable or better than competing locations				Low
Waste Management / Hazardous Waste Carriers & Facilities	Comparable or better than competing locations				Low
Telecommunications (High Speed Internet, Cell Phone carriers)	Comparable or better than competing locations				Medium
University or private/other research	Research capacity related to industry				Low
Testing Labs	Proximity to testing labs related to specific industry				Low
Access to Markets / Transportation / Distribution					
Proximity to Current and Future Customer Markets	Within one day drivetime: approx. 650 km				Medium
3rd Party Trucking Availability	Comparable or better than competing locations				Medium
Proximity to Highways, limited access highways/interchanges	Comparable or better than competing locations				Medium
Proximity to Airports, availability of scheduled flights	Comparable or better than competing locations				Medium
Class 1 or 2 Rail service at site/proximity to intermodal	Comparable or better than competing locations				Low
Proximity to Barge/Ocean going shipping port	Comparable or better than competing locations				Low
Property Availability and Cost					
Industrial Building Space Availability: Sale/Lease	Comparable or better than competing locations				High
Industrial Building Space Availability: Purchase/Lease Costs	Comparable or better than competing locations				Medium
Serviced Industrial Land Availability (shovel ready sites)	Comparable or better than competing locations				High
Serviced Industrial Land Availability (costs/acre)	Comparable or better than competing locations				Medium
Commercial (Office) Building Availability: Lease Costs	Comparable or better than competing locations				Low
Construction costs/square foot	Comparable or better than competing locations				High
Labour Force					
Population (Current Counts, Future Projections)	Comparable or larger than competing locations				Medium
Ethnicity Profile	Suitability to industry, attractiveness of area				Low
Size of total labor force / Participation rate	Comparable/more favourable than competing locations				Medium
Availability of Skilled Workers required by industry	Comparable/more favourable than competing locations				High
Cost of Skilled Workers required by industry	Comparable/more favourable than competing locations				Medium

Investment Attraction Matrix

Commercial, Industrial Machinery Repair (NAICS 8113)



This Canadian industry comprises establishments primarily engaged in repairing and maintaining commercial and industrial machinery and equipment, except automotive and electronic. Illustrative examples include: construction machinery and equipment repair, fire extinguishers servicing and repairing, industrial equipment and machinery repair and maintenance.

Developed for CAEP by:



Commercial,
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Machinery Repair
8113

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Availability of Unskilled Workers required by industry	Comparable/more favourable than competing locations				Low
Cost of Unskilled Workers required by industry	Comparable/more favourable than competing locations				Medium
Cross-Industry Competition for Required Skill Sets	Comparable/more favourable than competing locations				High
Availability of Professional Workers required by industry	Comparable/more favourable than competing locations				Medium
Cost of Professional Workers required by industry	Comparable/more favourable than competing locations				Medium
Turnover / Absenteeism / Loyalty	Comparable/more favourable than competing locations				High
Labour/Management Relations	Comparable/more favourable than competing locations				High
Language, Numeric, Literacy Skills required by Industry	Comparable/more favourable than competing locations				High
Ability to Attract & Retain Management Staff	Comparable/more favourable than competing locations				High
Workers Compensation Costs	Comparable/more favourable than competing locations				High
Total Employer Overhead Costs	Comparable/more favourable than competing locations				High
Labour Force Development					
Colleges - Availability and Quality of Programs related to Industry	Comparable/more favourable than competing locations				High
Universities - Availability and Quality of Programs related to Industry	Comparable/more favourable than competing locations				Medium
Technical/Vocational - Availability & Quality of Programs related to Industry	Comparable/more favourable than competing locations				High
Local Employment and Training Services Availability	Comparable/more favourable than competing locations				High
Quality of Life					
Health Care Facilities	Comparable/more favourable than competing locations				High
Emergency Services (Police, Fire, EMS)	Comparable/more favourable than competing locations				Medium
Personal & Property Crime Rate	Comparable or less than competing locations				Medium
Recreation, Leisure, & Cultural Opportunities	Comparable/more favourable than competing locations				Medium
Housing Availability and Cost	Comparable/more favourable than competing locations				Medium
Perception of Attractiveness by Employees Outside of Area	Comparable/more favourable than competing locations				Medium
Community & Regional Industry Supports					
Local Industry					-
Same or Similar Industries Present	Comparable or better than competing locations				High
Presence of Supplier/Support Businesses	Comparable or better than competing locations				High
Recent projects / Companies new to the area, Growth momentum	Comparable or better than competing locations				Medium
Cost of Doing Business					
Taxes					-
Local Property Rates	Comparable or better than competing locations				High
Provincial Tax Rates	Comparable or better than competing locations				High
Federal Tax Rates / Corporate Tax Rate	Comparable or better than competing locations				High

Investment Attraction Matrix **Commercial, Industrial Machinery Repair (NAICS 8113)**



This Canadian industry comprises establishments primarily engaged in repairing and maintaining commercial and industrial machinery and equipment, except automotive and electronic. Illustrative examples include: construction machinery and equipment repair, fire extinguishers servicing and repairing, industrial equipment and machinery repair and maintenance.

Developed for CAEP by:



**Commercial,
Industrial
Machinery Repair
8113**

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Incentives / Business Support Programs					-
Business Financing (Long term financing, etc.)	Comparable or better than competing locations				High
Provincial and Local Incentive Programs (tax exemptions, grants, etc)	Comparable or better than competing locations				High
Provincial and Local Business Development Programs	Comparable or better than competing locations				High
Responsible Local Government	Applicable to all industries - not industry specific				
Costs for Permitting, Construction, Occupancy	Comparable or better than competing locations				High
Time Required to Process Zoning Permit, Site Plan, Building Permits	Comparable or better than competing locations				Medium

Opportunities					
Identified or Known Growth Opportunities					
Changing regulations/trade agreements/other market conditions represent opportunity					

Summary of Location Factors That Need Improvement

Location Factor Strengths/Value Proposition Points

Competing Communities

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Investment Attraction Matrix

Licensed Marijuana Growing & Processing Facilities



Facilities where marijuana is grown, processed, tested, destroyed, stored or loaded for shipping, and for which a license issued by Health Canada has been issued for all onsite activities. This does not include the retail sale of marijuana for recreational purposes.



Licensed Marijuana Growing & Processing Facilities

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Industry Development					
Industry Life Cycle Phase (Startup, Growth, Mature, Decline)					Startup
	Measure	Meets: Yes/No	Exceeds?	Need to Improve:	Location Factor Importance
Access to Production-Related Resources					
Criticality of Access/Proximity to Natural Resources	Critical, Dependent, or Non-critical				Non-Critical
Electricity (Capacity, Availability, Reliability)	Comparable or better than competing locations				High
Electrical Energy Costs	Comparable or better than competing locations				High
Natural Gas (Capacity, Availability, Rate)	Comparable or better than competing locations				Medium
Water (Capacity, Availability, Rate, Connection Fees)	Comparable or better than competing locations				Medium
Water Quality	Comparable or better than competing locations				Medium
Sewer (Capacity, Availability, Rate, Connection Fees)	Comparable or better than competing locations				Low
Waste Management / Hazardous Waste Carriers & Facilities	Comparable or better than competing locations				Medium
Telecommunications (High Speed Internet, Cell Phone carriers)	Comparable or better than competing locations				Medium
University or private/other research	Research capacity related to industry				Medium
Testing Labs	Proximity to testing labs related to specific industry				High
Access to Markets / Transportation / Distribution					
Proximity to Current and Future Customer Markets	Within one day drivetime: approx. 650 km				Low
3rd Party Trucking Availability	Comparable or better than competing locations				Low
Proximity to Highways, limited access highways/interchanges	Comparable or better than competing locations				Low
Proximity to Airports, availability of scheduled flights	Comparable or better than competing locations				Low
Class 1 or 2 Rail service at site/proximity to intermodal	Comparable or better than competing locations				Low
Proximity to Barge/Ocean going shipping port	Comparable or better than competing locations				Low
Property Availability and Cost					
Industrial Building Space Availability: Sale/Lease	Comparable or better than competing locations				High
Industrial Building Space Availability: Purchase/Lease Costs	Comparable or better than competing locations				Medium
Serviced Industrial Land Availability (shovel ready sites)	Comparable or better than competing locations				High
Serviced Industrial Land Availability (costs/acre)	Comparable or better than competing locations				Medium
Commercial (Office) Building Availability: Lease Costs	Comparable or better than competing locations				Low
Construction costs/square foot	Comparable or better than competing locations				Medium
Labour Force					
Population (Current Counts, Future Projections)	Comparable or larger than competing locations				High
Ethnicity Profile	Suitability to industry, attractiveness of area				Low
Size of total labor force / Participation rate	Comparable/more favourable than competing locations				Medium
Availability of Skilled Workers required by industry	Comparable/more favourable than competing locations				Medium
Cost of Skilled Workers required by industry	Comparable/more favourable than competing locations				Low
Availability of Unskilled Workers required by industry	Comparable/more favourable than competing locations				Low

Investment Attraction Matrix

Licensed Marijuana Growing & Processing Facilities



Facilities where marijuana is grown, processed, tested, destroyed, stored or loaded for shipping, and for which a license issued by Health Canada has been issued for all onsite activities. This does not include the retail sale of marijuana for recreational purposes.



Licensed Marijuana Growing & Processing Facilities

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Cost of Unskilled Workers required by industry	Comparable/more favourable than competing locations				Low
Cross-Industry Competition for Required Skill Sets	Comparable/more favourable than competing locations				Medium
Availability of Professional Workers required by industry	Comparable/more favourable than competing locations				High
Cost of Professional Workers required by industry	Comparable/more favourable than competing locations				Medium
Turnover / Absenteeism / Loyalty	Comparable/more favourable than competing locations				Medium
Labour/Management Relations	Comparable/more favourable than competing locations				Medium
Language, Numeric, Literacy Skills required by Industry	Comparable/more favourable than competing locations				High
Ability to Attract & Retain Management Staff	Comparable/more favourable than competing locations				High
Workers Compensation Costs	Comparable/more favourable than competing locations				Low
Total Employer Overhead Costs	Comparable/more favourable than competing locations				Medium
Labour Force Development					
Colleges - Availability and Quality of Programs related to Industry	Comparable/more favourable than competing locations				Medium
Universities - Availability and Quality of Programs related to Industry	Comparable/more favourable than competing locations				Medium
Technical/Vocational - Availability & Quality of Programs related to Industry	Comparable/more favourable than competing locations				Medium
Local Employment and Training Services Availability	Comparable/more favourable than competing locations				Low
Quality of Life					
Health Care Facilities	Comparable/more favourable than competing locations				Medium
Emergency Services (Police, Fire, EMS)	Comparable/more favourable than competing locations				High
Personal & Property Crime Rate	Comparable or less than competing locations				High
Recreation, Leisure, & Cultural Opportunities	Comparable/more favourable than competing locations				Medium
Housing Availability and Cost	Comparable/more favourable than competing locations				Medium
Perception of Attractiveness by Employees Outside of Area	Comparable/more favourable than competing locations				Medium
Community & Regional Industry Supports					
Local Industry					
Same or Similar Industries Present	Comparable or better than competing locations				Low
Presence of Supplier/Support Businesses	Comparable or better than competing locations				Medium
Recent projects / Companies new to the area, Growth momentum	Comparable or better than competing locations				Low
Cost of Doing Business					
Taxes					-
Local Property Rates	Comparable or better than competing locations				Low
Provincial Tax Rates	Comparable or better than competing locations				Low
Federal Tax Rates / Corporate Tax Rate	Comparable or better than competing locations				Low
Incentives / Business Support Programs					-
Business Financing (Long term financing, etc.)	Comparable or better than competing locations				Medium
Provincial and Local Incentive Programs (tax exemptions, grants, etc)	Comparable or better than competing locations				Medium
Provincial and Local Business Development Programs	Comparable or better than competing locations				Medium

Investment Attraction Matrix **Licensed Marijuana Growing & Processing Facilities**



Facilities where marijuana is grown, processed, tested, destroyed, stored or loaded for shipping, and for which a license issued by Health Canada has been issued for all onsite activities. This does not include the retail sale of marijuana for recreational purposes.



Licensed Marijuana Growing & Processing Facilities

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Responsible Local Government	Applicable to all industries - not industry specific				
Costs for Permitting, Construction, Occupancy	Comparable or better than competing locations				Medium
Time Required to Process Zoning Permit, Site Plan, Building Permits	Comparable or better than competing locations				Medium

Opportunities					
Identified or Known Growth Opportunities					
Changing regulations/trade agreements/other market conditions represent opportunity					

Summary of Location Factors That Need Improvement

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Location Factor Strengths/Value Proposition Points

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Competing Communities

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Investment Attraction Matrix

Sawmills & Wood Preservation (NAICS 3211)



This industry group comprises establishments primarily engaged in manufacturing boards, dimension lumber, timber, poles and ties from logs and bolts. These establishments produce lumber that may be rough, or dressed by a planing machine to achieve smoothness and uniformity of size, but is generally not further worked or shaped. Establishments that preserve wood are also included.

Developed for CAEP by:



Sawmills & Wood Preservation 3211

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Industry Development					
Industry Life Cycle Phase (Startup, Growth, Mature, Decline)					Decline
	Measure	Meets: Yes/No	Exceeds?	Need to Improve:	Location Factor Importance
Access to Production-Related Resources					
Criticality of Access/Proximity to Natural Resources	Critical, Dependent, or Non-critical				Dependent
Electricity (Capacity, Availability, Reliability)	Comparable or better than competing locations				High
Electrical Energy Costs	Comparable or better than competing locations				Medium
Natural Gas (Capacity, Availability, Rate)	Comparable or better than competing locations				Low
Water (Capacity, Availability, Rate, Connection Fees)	Comparable or better than competing locations				Low
Water Quality	Comparable or better than competing locations				Low
Sewer (Capacity, Availability, Rate, Connection Fees)	Comparable or better than competing locations				Low
Waste Management / Hazardous Waste Carriers & Facilities	Comparable or better than competing locations				Medium
Telecommunications (High Speed Internet, Cell Phone carriers)	Comparable or better than competing locations				Medium
University or private/other research	Research capacity related to industry				Low
Testing Labs	Proximity to testing labs related to specific industry				Low
Access to Markets / Transportation / Distribution					
Proximity to Current and Future Customer Markets	Within one day drivetime: approx. 650 km				Medium
3rd Party Trucking Availability	Comparable or better than competing locations				Medium
Proximity to Highways, limited access highways/interchanges	Comparable or better than competing locations				Low
Proximity to Airports, availability of scheduled flights	Comparable or better than competing locations				Low
Class 1 or 2 Rail service at site/proximity to intermodal	Comparable or better than competing locations				Medium
Proximity to Barge/Ocean going shipping port	Comparable or better than competing locations				Low
Property Availability and Cost					
Industrial Building Space Availability: Sale/Lease	Comparable or better than competing locations				Low
Industrial Building Space Availability: Purchase/Lease Costs	Comparable or better than competing locations				Low
Serviced Industrial Land Availability (shovel ready sites)	Comparable or better than competing locations				Medium
Serviced Industrial Land Availability (costs/acre)	Comparable or better than competing locations				Medium
Commercial (Office) Building Availability: Lease Costs	Comparable or better than competing locations				Low
Construction costs/square foot	Comparable or better than competing locations				Medium
Labour Force					
Population (Current Counts, Future Projections)	Comparable or larger than competing locations				Low
Ethnicity Profile	Suitability to industry, attractiveness of area				low
Size of total labor force / Participation rate	Comparable/more favourable than competing locations				Low
Availability of Skilled Workers required by industry	Comparable/more favourable than competing locations				Low

Investment Attraction Matrix

Sawmills & Wood Preservation (NAICS 3211)



This industry group comprises establishments primarily engaged in manufacturing boards, dimension lumber, timber, poles and ties from logs and bolts. These establishments produce lumber that may be rough, or dressed by a planing machine to achieve smoothness and uniformity of size, but is generally not further worked or shaped. Establishments that preserve wood are also included.

Developed for CAEP by:



Sawmills & Wood Preservation 3211

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Cost of Skilled Workers required by industry	Comparable/more favourable than competing locations				Medium
Availability of Unskilled Workers required by industry	Comparable/more favourable than competing locations				High
Cost of Unskilled Workers required by industry	Comparable/more favourable than competing locations				High
Cross-Industry Competition for Required Skill Sets	Comparable/more favourable than competing locations				Medium
Availability of Professional Workers required by industry	Comparable/more favourable than competing locations				Medium
Cost of Professional Workers required by industry	Comparable/more favourable than competing locations				Low
Turnover / Absenteeism / Loyalty	Comparable/more favourable than competing locations				Low
Labour/Management Relations	Comparable/more favourable than competing locations				Medium
Language, Numeric, Literacy Skills required by Industry	Comparable/more favourable than competing locations				Medium
Ability to Attract & Retain Management Staff	Comparable/more favourable than competing locations				Medium
Workers Compensation Costs	Comparable/more favourable than competing locations				High
Total Employer Overhead Costs	Comparable/more favourable than competing locations				Medium
Labour Force Development					
Colleges - Availability and Quality of Programs related to Industry	Comparable/more favourable than competing locations				Medium
Universities - Availability and Quality of Programs related to Industry	Comparable/more favourable than competing locations				Medium
Technical/Vocational - Availability & Quality of Programs related to Industry	Comparable/more favourable than competing locations				Medium
Local Employment and Training Services Availability	Comparable/more favourable than competing locations				Medium
Quality of Life					
Health Care Facilities	Comparable/more favourable than competing locations				Medium
Emergency Services (Police, Fire, EMS)	Comparable/more favourable than competing locations				Medium
Personal & Property Crime Rate	Comparable or less than competing locations				Low
Recreation, Leisure, & Cultural Opportunities	Comparable/more favourable than competing locations				Medium
Housing Availability and Cost	Comparable/more favourable than competing locations				Medium
Perception of Attractiveness by Employees Outside of Area	Comparable/more favourable than competing locations				Medium
Community & Regional Industry Supports					
Local Industry					-
Same or Similar Industries Present	Comparable or better than competing locations				Low
Presence of Supplier/Support Businesses	Comparable or better than competing locations				Low
Recent projects / Companies new to the area, Growth momentum	Comparable or better than competing locations				Medium
Cost of Doing Business					
Taxes					-
Local Property Rates	Comparable or better than competing locations				Medium
Provincial Tax Rates	Comparable or better than competing locations				Medium
Federal Tax Rates / Corporate Tax Rate	Comparable or better than competing locations				Medium

Investment Attraction Matrix

Sawmills & Wood Preservation (NAICS 3211)



This industry group comprises establishments primarily engaged in manufacturing boards, dimension lumber, timber, poles and ties from logs and bolts. These establishments produce lumber that may be rough, or dressed by a planing machine to achieve smoothness and uniformity of size, but is generally not further worked or shaped. Establishments that preserve wood are also included.

Developed for CAEP by:



Sawmills & Wood Preservation 3211

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Incentives / Business Support Programs					-
Business Financing (Long term financing, etc.)	Comparable or better than competing locations				Medium
Provincial and Local Incentive Programs (tax exemptions, grants, etc)	Comparable or better than competing locations				Medium
Provincial and Local Business Development Programs	Comparable or better than competing locations				Medium
Responsible Local Government	Applicable to all industries - not industry specific				
Costs for Permitting, Construction, Occupancy	Comparable or better than competing locations				Low
Time Required to Process Zoning Permit, Site Plan, Building Permits	Comparable or better than competing locations				Medium

Opportunities					
Identified or Known Growth Opportunities					
Changing regulations/trade agreements/other market conditions represent opportunity					

Summary of Location Factors That Need Improvement					

Location Factor Strengths/Value Proposition Points					

Competing Communities					

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