The Municipal Council will hold a Regular Council Meeting on Wednesday, May 1, 2019, at 9:00 a.m., in the Council Chamber, 1408 Twp. Rd. 320, Didsbury, AB

1. Call to Order

2. AGENDA
   2.1 Adoption of Agenda

3. ADOPTION OF MINUTES
   3.1 Regular Council Meeting Minutes of April 3, 2019

4. BUSINESS ARISING

5. PUBLIC HEARINGS
   Nil

6. DELEGATIONS
   6.1 Gwen Day, Red Barn Project update
   6.2 Jeff Hanger, Red Deer River Watershed Alliance
   6.3 Fortis Alberta and Town of Olds

7. BYLAWS
   Nil

8. DIRECTIVES
   8.1 Directives

9. OLD BUSINESS
   9.1 Reporting to Council
   9.2 Corporate Services Department Monthly Report
   9.3 Operational Services Department Monthly Report
   9.4 Planning and Development Department Monthly Report
   9.5 Legislative, Community Services and Agricultural Services Monthly Report
   9.6 CAO Services Monthly Report

10. NEW BUSINESS
    10.1 Policy No. 4006 - Road Use Agreements

11. COUNCILLOR REPORTS
    Nil

12. CORRESPONDENCE
    12.1 Information Items
        a. 20190329 - APWA Letter
        b. 20190416 - Olds Institute Letter
        c. 20190418 - RMA Contact Newsletter
13. CONFIDENTIAL ITEMS
   13.1 Land Matter (FOIP Act Section 25)

14. ADJOURNMENT
Minutes of the Regular Council Meeting held on Wednesday, April 3, 2019, in the Council Chamber, 1408 Twp Rd. 320, Didsbury, AB.

PRESENT:    Reeve B. Beattie
Councillor G. Harris
Councillor P. Johnson
Councillor A. Kemmere
Councillor D. Milne

ABSENT:   Councillor A. Aalbers (Deputy Reeve)
Councillor D. Fulton

IN ATTENDANCE:     J. Holmes, Chief Administrative Officer
C. Atchison, Director, Legislative, Community, and Agricultural Services
R. Morrison, Assistant Director, Operational Services
R. Beaupertuis, Director, Corporate Services
M. Bloem, Director, Planning and Development Services
A. Wild, Communications Coordinator
G. Eyers, Executive Assistant

CALL TO ORDER:  Reeve Beattie called the meeting to order at 9:00 a.m.

Reeve Beattie introduced Council and staff.

AGENDA
Reeve Beattie confirmed that there are no revisions to the agenda.

Moved by Councillor Harris
Carried.

MINUTES
Moved by Councillor Milne
RC19-178 That Council adopt the Minutes of the Regular Council Meeting of March 6, 2019.
Carried.

DELEGATIONS
STARS Foundation
Reeve Beattie welcomed Glenda Farnden, Senior Municipal Relations Liaison, STARS Foundation, to the Regular Council Meeting.

Glenda Farnden provided information regarding the following:
• Formation and history of STARS Foundation
• Fundraiser Events – STARS Lottery and Calendar Sales
• Missions flown within Mountain View County
• Fleet replacement approximately $13M per helicopter – Airbus H145
• Recent Provincial and Federal funding commitments
Council discussed the following:
- No County urban municipalities currently donate
- STARS Foundation intends to provide presentations to the County urban municipalities in the near future
- Funding requests to urbans will be approximately $2 per capita
- County funding across the province ranges from 1$ to $90 per capita
- Service areas and dispatch process

Reeve Beattie thanked Glenda Farnden for the presentation and thanked the STARS Foundation staff.

DELEGATIONS
EnviroSearch

Reeve Beattie welcomed Ailsa LeMay, EnviroSearch, to the Regular Council Meeting.

Ailsa LeMay provided information regarding the following:
- History and current conditions of 4 County contaminated sites
- 2012 site remediation – Sundre shop site
- 2017/2018 chemical amendment application
- 2017 conditions and 2019 Plan and evaluation – Sundre site
- Didsbury Operational Services Yard – Salt contamination and groundwater movement
- Salt contamination is resolved by dilution and is considered a low-risk site
- 2019 Plan and evaluation - Didsbury
- Carstairs County yard – Previously had fuel tanks and salt storage
- Locate monitoring wells / repair – Carstairs site
- Olds Highway Maintenance Yard – 2016 Findings

Council discussed the following:
- Testing of adjacent properties - Sundre
- Carstairs site - RO Testing Unit – Old data
- Olds site – Property purchased from AB Transportation
- AB Transportation previous obligation
- Staff attempts to contact AB Transportation have been unsuccessful

Reeve Beattie thanked Ailsa LeMay for the presentation.

Recess and Reconvene

Reeve Beattie recessed the meeting at 10:58 a.m. and reconvened at 11:05 a.m.

Moved by Councillor Milne
RC19-179 That Council receive the STARS Foundation and EnviroSearch presentations as information.
Carried.

DIRECTIVES

Moved by Councillor Kemmere
RC19-180 That Council receive the Directives as information.
Carried.
### OLD BUSINESS

**Corporate Services Monthly Report**  
Moved by Councillor Harris  
That the Council receive the Corporate Services monthly report as information.  
Carried.

**Operational Services Monthly Report**  
Moved by Councilor Harris  
That the Council receive the Operational Services Department monthly report as information.  
Carried.

**Planning and Development Monthly Report**  
Moved by Councillor Kemmere  
That the Council receive the Planning and Development Services Department monthly report as information.  
Carried.

**Legislative and Community Services Monthly Report**  
Moved by Councillor Milne  
That the Council receive the Legislative, Community and Agricultural Services Department monthly report as information.  
Carried.

**CAO Services Monthly Report**  
Moved by Councillor Kemmere  
That the Council receive the CAO Services Department monthly report as information.  
Carried.

### NEW BUSINESS

**Subdivision Approval Time Extension - NE 21-33-7 W5M**  
Moved by Councillor Kemmere  
That Council approves the time extension for three (3) months allowing until June 15, 2019 to satisfy conditions of approval.  
Carried.

**Carstairs Fire Department Command Replacement**  
Moved by Councillor Johnston  
That Council request that the replacement of the Carstairs Fire Command Vehicle be brought forward to the next Carstairs ICC Meeting for discussion.  
Carried.

**Sundre Fire Rescue Trailer Replacement**  
Moved by Councillor Milne  
That Council approve the replacement of the Sundre Fire Rescue Trailer at a price of $33,433.44 with 80% ($26,746.75) of that price funded by Mountain View County through the General Fire Reserve.  
Carried.

### COUNCILLOR REPORTS

Council discussed the following:  
- MVSH update  
- Olds College joint dinner meeting  
- Olds Rural Crime Watch  
Moved by Councillor Kemmere  
That Council receive the Councillor Reports as information.  
Carried.
Reeve Beattie adjourned the Regular Council Meeting of April 3, 2019 at 12:12 p.m.

______________________________
Chair

I hereby certify these minutes are correct.

______________________________
Chief Administrative Officer
April 1, 2019

Via email

Mrs. Gwen Day
c/o Silver Willow Sporting Club
Box 974
Carstairs, AB T0M 0N0

Dear Mrs. Day:

This letter confirms an appointment for you to meet with County Council at 9:00 a.m., Wednesday, May 1, 2019 in Council Chambers at 1408 Twp. Rd. 32.0, Didsbury, Alberta to provide Council with an update regarding the Paint the Barn Red Project. We have scheduled delegations at 9:00 a.m. and you will be heard shortly thereafter. As per County Bylaw #21/07 presentations should be kept to five (5) minutes in length, however, an extension of time may be granted by the Chair.

If you have information that could be included with the meeting agenda we would need to receive it prior to April 22, 2019 or you could e-mail a copy of any PowerPoint presentation to geyers@mvccounty.com prior to April 22, 2019.

If you require additional information to assist with your presentation, please feel free to contact me.

We look forward to your presentation.

Sincerely,

Gail Eyers
Executive Assistant

/ge

pc Reeve Beattie
    Jeff Holmes, Chief Administrative Officer
    C. Atchison, Director, Legislative, Community, and Agricultural Services
April 24, 2019

Via email

Mr. Jeff Hanger, Executive Director
Red Deer River Watershed Alliance
4918 59 Street
Red Deer, AB T4N 2N1

Dear Mr. Hanger:

This letter confirms an appointment for you to meet with County Council at 9:00 a.m., Wednesday, May 1, 2019 in Council Chambers at 1408 Twp. Rd. 32.0, Didsbury, Alberta to provide Council with an update regarding the Mapping of Hydrological Areas. We have scheduled delegations at 9:00 a.m. and you will be heard shortly thereafter. As per County Bylaw #21/07 presentations should be kept to five (5) minutes in length, however, an extension of time may be granted by the Chair.

If you have information that could be included with the meeting agenda we would need to receive it prior to April 25, 2019 or you could e-mail a copy of any PowerPoint presentation to geyers@mycounty.com prior to April 25, 2019.

If you require additional information to assist with your presentation, please feel free to contact me.

We look forward to your presentation.

Sincerely,

[Signature]

Gail Eyers
Executive Assistant

/ge

pc        Reeve Beattie
Jeff Holmes, Chief Administrative Officer
Hi Peggy,

Thanks for taking my call today.

This is an overview of the project, and I will have a clearer idea of the products that will come out of this, and how they can support Mountain View County when/if I get to present to Council

Please feel free to share this with others that may be interested in supporting this initiative

Jeff Hanger

Mapping Hydrological Significant Areas of the Red Deer River Watershed

We would like to offer you an opportunity to partner with the RDRWA on a collaborative project with the Nature Conservancy of Canada (NCC) to map hydrologically significant areas in the Red Deer River watershed. This would assist with any source water protection planning the county may choose to undertake either presently, or in the future.

In Calgary the Nature Conservancy Canada (NCC) has been working with a wide range of partners to map hydrological significant areas of the Bow which is the first step towards understanding what needs to be protected, and the potential impacts of changes within the natural areas.

We have been offered the same opportunity within the Red Deer Basin, which will produce a number of maps etc to assist the County, its neighbors, local groups and municipality staff in their efforts to protect source water.

Should this project go ahead the Alliance is committed to assist with the methodology and to organize one stakeholder meeting: The project will be complete in 2019.

We would be looking for a little funding (~$10,000) as well as people to participate in 1-2 meetings to help customize the methodology to our basin. The City of Calgary has been involved in the parallel project in the Bow River basin, so this could also help us connect efforts in central and southern Alberta.

Building on past work completed in the Bow River and Oldman River watersheds, the project will map hydrologically significant areas across the Red Deer basin, and produce map products (e.g., shapefiles, mapbooks, kmz files) for various users (e.g., municipal planners, land trusts, stewardship groups, developers, etc.). The maps can be broadly useful for efforts including source water protection, land use planning, and restoration, among others. See attached project report for examples.
The RDRWA and the Nature Conservancy of Canada are currently reaching out to partners in search of funding for the NCC to lead and deliver the project by Fall 2019. This is a fairly low cost, yet rigorous, project to better understand catchment hydrology and develop planning and prioritization tools for a variety of stakeholders.

Jeff Hanger  
Executive Director, Red Deer River Watershed Alliance  
Tel: 403 340 7379  
Email: Jeff.Hanger@rdrwa.ca  
Fax: 403 356 9189
BOW RIVER WATERSHED

Prioritizing Hydrologically Significant Natural Areas

Project Report

Prepared by Suzanne Marechal, Geo-Libre Inc.
September 2018

Funding for this project was provided by:
Acknowledgements

This report and its associated maps were prepared by Suzanne Marechal, Geo-Libre Inc., September 2018.

Geo-Libre Inc. would like to extend its sincere thanks to the core group (listed below). The development of this report and project would not have been possible without the partnership, guidance and feedback from the following organizations and individuals:

- Alberta North American Waterfowl Management Partnership (NAWMP), Terra Simieritsch, coordinator
- Bow River Basin Council (BRBC), Mark Bennett, executive director
- City of Calgary, George Roman, senior water resources planner, and Lei Chen, water resources engineer
- Nature Conservancy of Canada (NCC), Craig Harding, manager of conservation science and planning
- SAIT, Wade Hawkins, geospatial professional and educator
- Southern Alberta Land Trust Society (SALTS), Justin Thompson, executive director
- Western Sky Land Trust (WSLT), Dustin Pate, executive director, and Peter Fordham, conservation specialist

The project’s major funders were the Land Stewardship Centre, through the Watershed Stewardship Grant (a program financed by Alberta Environment and Parks), and NAWMP, through the Alberta NAWMP Science Grant. The project was also funded by the BRBC, NCC, SALTS and WSLT.

Disclaimer

Land Stewardship Centre (LSC) is pleased to contribute to the production of this project through the Watershed Stewardship Grant Program, funded by Alberta Environment and Parks. LSC is committed to working with stewardship groups to increase public awareness of the importance of the grassroots initiatives that are having a positive impact on watersheds, water quality and communities across Alberta. Opinions expressed in this publication are those of the core group and not necessarily LSC’s.

These findings may not be relied upon by any other party and/or person in connection with this or another matter, nor may they be quoted from or referred to without prior written consent.

The author, Suzanne Marechal of Geo-Libre Inc., makes no warranty expressed or implied that the findings of this report provide a single binding answer and further makes no guarantees regarding its suitability for a particular application. Geo-Libre Inc. and/or Suzanne Marechal shall not be liable under any circumstances for any direct, indirect, special, incidental or consequential damages pertaining to claims by users of this report.
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1. Introduction

In response to recent flooding, population growth and climate fluctuations, watershed stakeholders in the Bow River Basin have become more and more interested in maintaining and improving watershed resilience. Actions that help mitigate floods and droughts while enhancing water quality through proactive land management and conservation have become increasingly important.

The purpose of this report is to describe the objectives, methods, results and potential uses of the project, which was developed for the Bow River Watershed using GIS (geographic information systems) to create maps that identify and prioritize areas that can help facilitate stewardship, planning and conservation goals for a variety of potential user groups.

Healthy, natural landscapes are crucial in supporting beneficial hydrologic functions and maintain healthy watersheds. Their natural assets have the capacity to absorb and store excess precipitation, slowing overland flow and releasing water over longer periods. They also have the ability to reduce erosion and filter sediments and contaminants.

To assist watershed stakeholders with decisions around land management and conservation, a spatial model was developed by the core group based on relevant and representative landscape data. Using the results from the model, maps were generated that prioritize hydrologically significant areas. The high-resolution map products created can be used as assessment tools or for reference purposes in land evaluation and landowner engagement.

The key objectives of the project aim to:

- Evaluate, high-grade and map natural assets that support healthy hydrologic functions on lands that are at risk of development;
- Facilitate conservation action for multiple user groups by identifying priority landscapes in their focal areas; and
- Support partnerships where conservation interests overlap.

Examples of how the map outputs might be used include:

- Identifying lands that land trusts may want to target for land conservation;
- Identifying lands that watershed or riparian stewardship groups may want to target for best management practices (for example, grazing and riparian health);
- Supporting municipal planning around watershed and headwaters health by identifying areas that may not be compatible with certain land uses;
- Supporting provincial planning around recreation and industrial activity on public lands; and
- Identifying overlapping landscape values by comparing the maps to other datasets, such as areas that support both watershed health and wildlife habitat, helping to bring more stakeholders to conservation efforts in an area.
Geo-Libre Inc., in collaboration with NAWMP, BRBC, the City of Calgary, NCC, SAIT, SALTS and WSLT, produced this report and associated map products for the Bow River Watershed.

The partnership was initiated with the realization that many of the collaborators were working on projects with similar objectives. In an effort to maximize expertise and minimize costs, the group decided to work collectively.

Finally, there was a common understanding among the collaborating organizations that a publicly available conservation priority map would help facilitate current and future coordinated conservation planning and implementation. Next phases will include stakeholder outreach to gain feedback and support. Maps will also be made available online during the next phase.

2. Methods
The approach used closely follows that developed for SALTS Conservation Priority Mapping Project in the Oldman River Watershed, which was generated by Associated Environmental (Associated Environmental, 2018). This methodology also focuses on identifying hydrologically significant areas for land conservation purposes. The approach was based on work described in Barten and Earnest (2004) and the Source Water Protection Handbook published by the Trust for Public Land the American Water Works Association (2005). Collaborating with SALTS on the methods used for the Oldman River Watershed project ensures that the mapping products that were developed are consistent and transferable across watersheds.

The priority mapping method followed these steps:
- Data rationalization;
- Data collection and verification;
- Attribute classification, scoring and weighting;
- Layer overlay and final score calculation; and
- Map product creation.

The core group of conservation experts and watershed stakeholders were consulted three times during the Bow River project development to discuss design, rationalization, data layers, weighted overlays and mapping products.

Valuable input was also obtained during a workshop held on October 30, 2017, for the Oldman Watershed. Participation included both the technical advisors and stakeholders described in Figure 1.
2.1 Data Rationalization

Six landscape layers were selected for their representation of natural assets. If left undeveloped, these natural assets will provide hydrological benefits to the watershed. The assets identified represent key water quantity and quality functions, which provide resilience during flood and drought conditions, prevent water quality degradation and therefore maintain overall watershed health. Table 1 identifies the data used in the analyses and the rationale behind choosing each input.
Table 1: Rationale behind the choice of landscape layers.

<table>
<thead>
<tr>
<th>Layer</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Precipitation</td>
<td>Areas of higher precipitation increase source water input and replenish groundwater.</td>
</tr>
<tr>
<td>Areas proximal to watercourses, lakes and wetlands</td>
<td>These areas, if protected in their natural state, moderate flows (attenuating downstream floods and droughts), promote water quality by filtering water and inhibiting eroded material from entering water systems and stabilize stream banks.</td>
</tr>
<tr>
<td>Groundwater vulnerability</td>
<td>Regions with a higher groundwater vulnerability index have coarser textured soils and are more permeable, absorbing water and reducing overland flow after rainfall events.</td>
</tr>
<tr>
<td>Land cover</td>
<td>Multiple processes and interactions between water and naturally vegetated zones (for example, interception, absorption, evapotranspiration and infiltration) have the effect of slowing surface flows, storing water and improving water quality.</td>
</tr>
<tr>
<td>Slope</td>
<td>Flat areas provide opportunities for pooling and promoting soil infiltration after rainfall events. Developing moderate to steep slopes exacerbates runoff and erosion after rainfall events.</td>
</tr>
<tr>
<td>Surficial geology</td>
<td>If developed, areas with erodible surficial material are more vulnerable to erosion.</td>
</tr>
</tbody>
</table>

2.2 Data Collection

2.2.1 Precipitation

Mean annual precipitation (MAP) data for 30-year normals (1961–1990) were downloaded for western North America from Dr. Andreas Hamann’s climate data website (Hamann, Andreas Hamann’s Website, 2013). The data was developed using the parameter-elevation regressions on independent slopes model (PRISM), which uses physiographic information to better predict climate patterns in mountainous terrain (Hamann, Wang, Spittlehouse, & Murdock, 2013). The one-kilometre resolution point data was extracted for the Bow River Watershed and interpolated using the natural neighbours method.

2.2.2 Areas proximal to watercourses, lakes and wetlands

Below is a description of the development of datasets for watercourses, lakes and wetlands. Once each of these pre-analyses was completed, the layers were merged to make one single layer representing proximity to water.
**Watercourses**

The following open datasets were used to represent the areas proximal to watercourses:

- **1:20,000 Base Feature Hydro Network**, collected 2004 (AltaLIS, 2017);
- **Lotic Riparian – DEM derived**, collected 2011 (Alberta Government, 2017); and

Aqueducts, canals, rivers, oxbows and streams were selected from the hydrology network and buffered by 250 metres. These linear hydrological features were then merged with the digital elevation model (DEM)-derived riparian zones associated with streams and rivers and 100-year flood hazard areas (overland flow, floodway and flood fringe zones) to include areas proximal to watercourses.

The prime purpose of creating a vegetated buffer zone, in this case, is to insulate water bodies that are at risk from potentially damaging external influences through nearby development or conversion. The 250-metre buffer used in this study is larger than those currently specified by Alberta’s standards and guidelines for development beside watercourses. The rational for this was to ensure that we considered the tremendous variability that exists throughout the watershed and the many localized factors that can influence the effectiveness of a buffer. It is recognized that buffer effectiveness can be affected by a variety of factors, such as:

- Land use and types of stressors associated with development;
- Sensitivity of the features and/or functions of concern (that is, position in the landscape, area and shape of the feature); and
- Biophysical factors (hydrologic dynamics, slope, vegetative composition of the buffer, soils) (Beacon Environmental Ltd., 2012).

Also, we wanted buffers to be “wide enough” to potentially include terrestrial protection zones (a riparian area buffer that can help control concentrated erosion flow) (Beacon Environmental Ltd., 2012). These larger buffers were selected as many partners are interested in both riparian and upland habitat, which support the healthy functions of waterbodies.

**Wetlands and lakes**

To represent the areas proximal to lakes and wetlands, the following datasets were collected:

- **Eastern Irrigation District Wetlands**, collected by Ducks Unlimited Canada in 2017 (Completed 2018);
- **Alberta Merged Wetland Inventory**, collected 1998 to 2016 (Alberta Government, 2017);
- **Foothills and Mountain Wetland Data**, collected 2014 (Morrison, Westbrook, & Bedard-Haughn, 2014); and
- **1:20,000 Base Feature Hydrology Polygons**, collected 2004 (AltaLIS, 2017).
The Eastern Irrigation District of the Alberta Merged Wetland Inventory was updated with the 2018 Ducks Unlimited Canada Wetland Inventory. This updated wetland inventory was merged with the foothills and mountain wetland dataset and the AltaLIS reservoir, lakes and wetland hydrology polygons. It was then buffered by 50 metres to create areas proximal to water bodies. Buffering distances were determined based on *Develop with Care Guidelines* (British Columbia Government, 2014).

2.2.3 Groundwater vulnerability
The Alberta Government *Groundwater Vulnerability* dataset (2002) was used to represent soil infiltration potential. Groundwater vulnerability indices represent how efficiently surface contaminants move into potential shallow aquifers. They are ranked as low, medium, high and very high. In the assessment of groundwater vulnerability, the depth to the aquifer and types of geological materials above them are taken into consideration (Alberta Government, 2011).

2.2.4 Land cover
The Agriculture and Agri-Food Canada *2016 Annual Crop Inventory* dataset (Government of Canada, 2016) was used to characterize natural areas (forest, grassland and shrubland), croplands and other areas (developed, exposed, rock/rubble, snow/ice). Grasslands include both native and tame grasses. Tame grasses are composed of pasture and forage lands.

2.2.5 Slope
Slope surfaces were created using a 25 metre x 25 metre digital elevation model (DEM) supplied by AltaLIS (2017).

2.2.6 Surficial geology
The 2013 *Surficial Geology* open dataset (Alberta Geological Survey, 2016) was included to describe the erosion potential of surface material. Erosional potential classes for the various surficial deposits were adopted from the Mapping and Assessing Terrain Stability Guidebook (British Columbia Government, 1999).
2.3 Dataset Publication Date and Resolution

Open source spatial data available across the Bow River Watershed were used in the mapping model. Certain datasets were not available in Banff National Park, so final mapping did not include results for this region. A priority was to find the most current and highest resolution data available. Table 2 lists the publication date and map scale or resolution of each dataset used in the project.

Table 2: Publication date and resolution of landscape layers.

<table>
<thead>
<tr>
<th>Layer</th>
<th>Dataset</th>
<th>Map Scale/Resolution</th>
<th>Publication Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Precipitation</td>
<td>1961-1990 PRISM Interpolated</td>
<td>1 m x 1 m</td>
<td>2013</td>
</tr>
<tr>
<td>Proximity to watercourses</td>
<td>Lotic Riparian – DEM derived</td>
<td>1:20,000</td>
<td>2011</td>
</tr>
<tr>
<td></td>
<td>Flood Hazard Mapping</td>
<td>Variable</td>
<td>2015</td>
</tr>
<tr>
<td></td>
<td>AltaLIS Hydrology Polygons</td>
<td>1:20,000</td>
<td>2004</td>
</tr>
<tr>
<td>Proximity to wetlands and lakes</td>
<td>Alberta Merged and Ducks Unlimited Canada Wetland Inventory</td>
<td>30 m x 30 m Newly added areas accurate to within 5 m</td>
<td>2016 and 2017</td>
</tr>
<tr>
<td></td>
<td>Hydrology Polygons</td>
<td>1:20,000</td>
<td>2004</td>
</tr>
<tr>
<td></td>
<td>Mountain and Foothills Wetlands</td>
<td>1:30,000</td>
<td>2014</td>
</tr>
<tr>
<td>Groundwater vulnerability</td>
<td>Groundwater Vulnerability</td>
<td>1:250,000</td>
<td>2009</td>
</tr>
<tr>
<td>Land cover</td>
<td>Annual Crop Inventory 2016</td>
<td>30 m x 30 m</td>
<td>2016</td>
</tr>
<tr>
<td>Slope</td>
<td>DEM (AltaLIS)</td>
<td>25 m x 25 m</td>
<td>1996–2002</td>
</tr>
<tr>
<td>Surficial Geology</td>
<td>Surficial Geology</td>
<td>1:1,000,000</td>
<td>2013</td>
</tr>
</tbody>
</table>
2.4 Landscape Layer Scores
Scores were assigned to features within a landscape layer based on the rationale established in Table 1. Scores range between 1 and 4, with 4 representing the highest. Table 3 provides an overview of score and classification divisions for each landscape layer.

<table>
<thead>
<tr>
<th>Layer</th>
<th>Score and Classification Divisions</th>
<th>Natural Asset</th>
</tr>
</thead>
<tbody>
<tr>
<td>Precipitation (mm)</td>
<td>4 Very high</td>
<td>Provision of clean drinking water.</td>
</tr>
<tr>
<td></td>
<td>3 High</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2 Moderate</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 Low</td>
<td></td>
</tr>
<tr>
<td>Proximity to watercourses (m)</td>
<td>≤ 250 m</td>
<td>Regulate water quantity and quality by filtering and storing water, buffering water systems and mitigating floods and droughts.</td>
</tr>
<tr>
<td></td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Proximity to wetlands and lakes</td>
<td>≤ 50 m</td>
<td>Regulate water quantity by reducing overland flow after rainfall events.</td>
</tr>
<tr>
<td></td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Groundwater vulnerability</td>
<td>Very high</td>
<td>Regulate water quantity by retaining water through infiltration, and regulate water quality by preventing unnecessary runoff and stabilizing shorelines to prevent erosion.</td>
</tr>
<tr>
<td></td>
<td>High</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Moderate</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Low</td>
<td></td>
</tr>
<tr>
<td>Land cover</td>
<td>Forest, grassland (native/tame), shrubland, water</td>
<td>Regulate water quantity by retaining water through infiltration, absorption and evapotranspiration, and regulate water quality by preventing unnecessary runoff and stabilizing shorelines to prevent erosion.</td>
</tr>
<tr>
<td></td>
<td>n/a</td>
<td>Developed or exposed land</td>
</tr>
<tr>
<td>Slope (%)</td>
<td>16–30%</td>
<td>Regulate water quantity by retaining water through infiltration and slowing down overland flow, and regulate water quality by preventing runoff and erosion.</td>
</tr>
<tr>
<td></td>
<td>10–15%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0–9%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>&gt; 30%</td>
<td></td>
</tr>
<tr>
<td>Surficial geology</td>
<td>Lacustrine, glacio-lacustrine, eolian, organic</td>
<td>Regulate water quality by preventing exposure and erosion of erodible material.</td>
</tr>
<tr>
<td></td>
<td>Glaciofluvial, fluvial</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Moraine</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Colluvium, bedrock, glaciers</td>
<td></td>
</tr>
</tbody>
</table>
2.5 Landscape Layer Score Distributions

The following figures show the classification and scoring distribution for the various landscape layers used in the mapping of hydrologically significant areas within the Bow River Watershed.

Precipitation classifications (Figure 2) were delineated by aligning natural sub-regions (Figure 3) with mean annual precipitation (MAP) results to create four precipitation classes. Regions with higher MAP were given higher scores.

Figure 2: Mean annual precipitation value distribution within the Bow River Watershed.

Figure 3: Natural sub-regions of Alberta (Alberta Government, 2005) within the Bow River Watershed.
Areas proximal to water (Figure 4) consist of riparian zones, flood hazard areas, streams, rivers and canals buffered by 250 metres, and wetlands, reservoirs and lakes buffered by 50 metres. These areas were given the highest score in the model.

Figure 4: Distribution of areas proximal to water within the Bow River Watershed, excluding Banff National Park.

The groundwater vulnerability map in Figure 5 provides a high-level overview of the sensitivity of shallow groundwater to potential surficial impacts (Alberta Government, 2011). Areas with a very high vulnerability index have the highest sensitivity to surface activities due to the coarse-textured deposits at the ground surface. Coarser materials facilitate soil infiltration (vertical and lateral movement of surface water) and were given a higher score.
The ground cover, organic litter and complex root systems integral to natural vegetation play an important role in capturing and slowly releasing water. Natural land cover, such as forest, shrubland and grassland, is therefore given the highest score in this model. The distribution of land cover scores within the Bow River Basin can be seen in Figure 6.

Figure 5: Groundwater vulnerability index distribution within the Bow River Watershed, excluding Banff National Park.

Figure 6: Land cover score distribution within the Bow River Watershed.
Slope classes and scoring (Figure 7) were determined by considering:
- The influence that gentler slopes have on maximizing infiltration and slowing overland flow; and
- The impact that potential development would have on increasing runoff and erosion on moderate and steeper slope gradients.

For scoring purposes, it was decided that the effects of reducing runoff and erosion were more beneficial to water quality than reduced overland flow when considered against the project’s objectives. This guided the decision for how scores were ranked.

According to Nassif & Wilson (1975), infiltration capacity decreases and runoff increases significantly beyond slopes of 8%, and runoff amounts peak at between slopes of 16% and 24%, depending on soil and cover. These findings were used to justify slope divisions (Table 4).

<table>
<thead>
<tr>
<th>Slope Range</th>
<th>Score</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>0–9%</td>
<td>2</td>
<td>Moderate beneficial hydrologic effects — maximum infiltration capacity</td>
</tr>
<tr>
<td>10–15%</td>
<td>3</td>
<td>High beneficial hydrologic effects — potential to reduce runoff amounts</td>
</tr>
<tr>
<td>16–30%</td>
<td>4</td>
<td>Very high beneficial hydrologic effects — potential to reduce peak runoff amounts</td>
</tr>
<tr>
<td>&gt; 30%</td>
<td>1</td>
<td>Considered not developable (City of Nanaimo, 2005) — not an area of interest</td>
</tr>
</tbody>
</table>

Selected slope gradient divisions track nicely with the slope classes defined by Agriculture and Agri-Food Canada (Table 5) (Government of Canada, 2013).

<table>
<thead>
<tr>
<th>Class</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Little or none</td>
<td>Little or no slope: 0–3% gradient</td>
</tr>
<tr>
<td>Gentle</td>
<td>Gentle slope: 4–9% gradient</td>
</tr>
<tr>
<td>Moderate</td>
<td>Moderate slope: 10–15% gradient</td>
</tr>
<tr>
<td>Steep</td>
<td>Steep slope: 16–30% gradient</td>
</tr>
<tr>
<td>Extremely steep</td>
<td>Extremely steep slope: 31–60% gradient</td>
</tr>
<tr>
<td>Excessively steep</td>
<td>Excessively steep slope: &gt; 60% gradient</td>
</tr>
</tbody>
</table>
Soil erosion potential is ranked from low to very high based on surficial geology criteria used by the B.C. Ministry of Forests (British Columbia Government, 1999). Figure 8 shows the distribution of regions of very high to low erosion potential, scored high to low, respectively.
2.6 Weighting Landscape Layers

Relative weighting was assigned to each landscape layer based on data quality and hydrologic function (Table 6). For each layer, data quality was scored on a scale of 1 to 3, with 3 signifying the higher spatial resolution data. Hydrologic function was scored on a scale from 1 to 5, with 5 representing landscapes with natural assets that have the highest value to hydrologic and water quality functions.

The hydrologic value of a landscape is not easily measured or quantified. Hydrologic services can have ecological, social or economic values, and these are not absolute (what is important to one person may not be important to another). The values assigned for this study were determined during the October 31 Oldman Watershed Conservation Priority Technical Workshop and were based on expert opinion of the relative importance of the layers. Key to the valuation process was establishing the number and type of hydrologic services each landscape layer provided. As well, it was important to qualify the negative effects that could result to both water quality and quantity if the landscape was disturbed and unable to provide its beneficial services.

The relative weights for each layer were determined by summing the data quality and hydrologic function scores and dividing them by the total sum of scores (i.e., 41). Finally, the weights were calculated by assigning a relative weight of 15% to a neutral weight of 1 (Table 6).

Landscape scores were then multiplied by the weighting factor to arrive at a weighted score.

Table 6: Weighting the hydrologic function and spatial quality of each landscape layer.

<table>
<thead>
<tr>
<th>Layer</th>
<th>Hydrologic Function</th>
<th>Spatial Quality</th>
<th>Sum</th>
<th>Relative Weight</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Precipitation</td>
<td>3</td>
<td>3</td>
<td>6</td>
<td>15%</td>
<td>1</td>
</tr>
<tr>
<td>Proximity to watercourses</td>
<td>5</td>
<td>3</td>
<td>8</td>
<td>20%</td>
<td>1.33</td>
</tr>
<tr>
<td>Proximity to wetlands and lakes</td>
<td>5</td>
<td>3</td>
<td>8</td>
<td>20%</td>
<td>1.33</td>
</tr>
<tr>
<td>Groundwater vulnerability</td>
<td>2</td>
<td>2</td>
<td>4</td>
<td>10%</td>
<td>0.67</td>
</tr>
<tr>
<td>Land cover</td>
<td>3</td>
<td>3</td>
<td>6</td>
<td>15%</td>
<td>1</td>
</tr>
<tr>
<td>Slope</td>
<td>3</td>
<td>3</td>
<td>6</td>
<td>15%</td>
<td>1</td>
</tr>
<tr>
<td>Surficial geology</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td>7%</td>
<td>0.5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>41</td>
<td>≈ 100%</td>
<td></td>
</tr>
</tbody>
</table>
2.7 Weighted Overlays and Final Scores

All six layers were overlaid and consolidated into one final map. Over 1.1 million discrete polygons with weighted scores for each layer were created during this overlay process. Table 7 is a sampling of the results for four different polygons.

Table 7: Example of final overlay results.

<table>
<thead>
<tr>
<th>Precipitation WScore</th>
<th>Land WScore</th>
<th>Slopes WScore</th>
<th>SurfaceGeology WScore</th>
<th>Water Proximity WScore</th>
<th>Ground Water Vulnerability WScore</th>
<th>Add Score</th>
<th>Melt Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>1</td>
<td>1</td>
<td>0.5</td>
<td>1</td>
<td>2.01</td>
<td>9.51</td>
<td>4.02</td>
</tr>
<tr>
<td>4</td>
<td>1</td>
<td>1</td>
<td>0.5</td>
<td>5.32</td>
<td>2.01</td>
<td>10.83</td>
<td>21.3894</td>
</tr>
<tr>
<td>4</td>
<td>1</td>
<td>1</td>
<td>0.5</td>
<td>1</td>
<td>2.01</td>
<td>9.51</td>
<td>4.02</td>
</tr>
</tbody>
</table>

To create the final map, we multiplied the scores together and categorized them into eight classes using the geometric interval classification method.

A multiplicative methodology for combining the scores for all the layers was chosen over additive methodology, as it provides a greater range (0.67–1368.73) and a more balanced distribution of scores. The geometric interval classification used to group the scores into eight colour categories was also chosen for similar reasons.

The final scores were mapped for the Bow River Watershed and appear in Figure 9.

Figure 9: Conservation suitability map created by multiplying weighted landscape scores and classifying the end product by geometric interval.
3. Results

3.1 Map Book

A map book was created to provide a “zoomed in” view of the conservation priority map. It is organized into Hydrologic Unit Code (HUC) 8 and 10 sub-basins. HUC 10 drainage areas are smaller and delineated throughout the watershed except in the Crowfoot Creek, Lower Bow and Twelve Mile Coulee regions.

The map book contains three overviews that interactively connect to 62 sub-basins in the Bow River Watershed. A map book overview of sub-basins for the Northwest Bow River Watershed can be seen in Figure 10. Figure 11 provides an example of a conservation priority map book page for one of 62 sub-basins. A website repository will be established where these maps can be viewed.

Figure 10: Map book overview of sub-basins for the Northwest Bow River Watershed.
Figure 11: Map book conservation priority for the Eagle Lake Middle Bow River sub-basin.
3.2 Source Water Conservation Overview

To help support stewardship within the City of Calgary source watershed, final scores were rolled up at a sub-basin scale for those watersheds upstream of the city. The process highlighted those watersheds that have the highest scores as a percentage of the watershed area. It is important to note that there can still be specific areas of very important hydrological function within a sub-watershed that has a lower priority ranking. The priority sub-basin roll-up map is displayed in Figure 12 as an example of how the data can be used to support the decision making of a specific user group, in this case the City of Calgary.

Figure 12: City of Calgary source watershed conservation priority ranked by sub-basin.

The following steps were implemented to roll-up the final scores:
  a) Calculate the percentage area of a sub-basin that have high ranking scores — that is, scores in the top half of the range.
  b) Classify the percentage areas into five groups and rank.
3.3 Other Products

KMZ files for each sub-basin were created so that conservation priority maps can be viewed in Google Earth. Using Google Earth functionality in conjunction with the KMZ files allows maps to be turned on and off so that aerial images of the terrain can be viewed. Using KMZ files also lets the user zoom in and out or click on a given area of the map to view the landscape layer scores. Using these files can provide an initial visual assessment of the land underlying high priority areas to allow for a better understanding of the features and underlying conditions that are driving hydrologic processes in an area of interest. An example of this can be seen in Figure 13.

Figure 13: Eagle Lake Middle Bow River KMZ file opened in Google Earth. Landscape layer scores are visible for a select area.
4. Discussion

Ultimately, the objective of the conservation priority map products is to help inform decisions and facilitate conservation and land management on many levels. We chose to high-grade hydrologically healthy regions as an important and fundamental platform to build watershed health and resilience. Based on user needs, additional layers or levels of focus can be superimposed onto the priority map to provide further value-added information.

By building high resolution, accessible and easy-to-use map products, we hope to provide tools that can be used by multiple user groups. For example, these maps may offer opportunities to help make educated decisions on where to place infrastructure, focus best management practices or develop contiguous natural spaces. Furthermore, the maps can provide direction for conservation initiatives or source water protection plans.

The focus of the project was at a watershed extent so actions can be performed on the whole landscape; on both public and private lands. Using a consistent tool across jurisdictions and boundaries offers opportunities for collaboration and coordination. Expertise and innovation can also be shared where project values overlap. Awareness and education around watershed stewardship will be more comprehensive and relatable. As a result, users may be able to inform a more diverse and widespread audience of stakeholders and citizens.

Providing options for end users to view localized or regional maps, whether they are based on municipal, source water, area of interest or land ownership boundaries, can lead to more effective communication and engagement. There is an opportunity to work together using a common platform from which all interested groups can work toward a shared vision. Beyond that, open access to most datasets along with model flexibility make this a project with the potential to expand to other watersheds.
References


April 25, 2019

Mountain View County
PO Bag 100
Didsbury, AB T0M 0W0

Attention: Reeve Beattie and County Council

Dear Sir/Madam,

RE: Fortis Distribution Lines – Alignment through Lands within the Town of Olds

I am writing as a follow up to Fortis Alberta’s request to use County road allowances to install a power supply line for the Sundial facility in the Southeast Industrial Park. I understand that County Council asked why the power line could not be located north of Township Road 324 across undeveloped lands within the Town of Olds. Town staff has reviewed this option and the Town offers the following for County Council’s consideration:

1. The undeveloped land in the south part of Olds between 70 Avenue and the Sundial facility consists of the NW 30, NE 30 and NW 29. There are a number of possible routes across these lands; a general alignment is shown on the accompanying air photo (please refer to the yellow dashed line). The general alignment crosses four separately titled parcels of land each of which is owned by a different party.

2. The NW 30 and NE 30 make up the Chinook Meadows area and a detailed area structure plan covers these two quarter sections. The owners are development consortiums involving many investors. One of these consortiums is made up of 190+ different landowners registered on title.

3. The portion of the NW 29 west of the railway is owned by two parties and falls within the Miller Meadows Area Structure Plan. The portion of the NW 29 east of the railway is under the Southeast Industrial Area Structure Plan and is owned by one party.

4. Time is critical for the operation of the Sundial facility. The power supply needs to be available for their use within the next 6-8 months. Without the electrical supply, the development, and the related number of local jobs that it brings, will not proceed. At best, the project would be delayed with no firm commitment that it would proceed at a future date.

5. The number of landowners involved in the alternative alignment (meaning the yellow dashed line shown in the air photo) or a variation of this alignment poses difficulties in negotiating and securing access to the lands in a timely manner. All four landowners would have to agree to a single route.
6. The Town has had no discussions with the landowners involved with the alternative alignment. It is expected that these discussions would lead to many questions, such as the compensation landowners would be offered and the implications for future development of their land. Providing solid answers to these questions would require assessment of land values and re-design of the existing Chinook Meadows and Miller Meadows area structure plans. Neither plan currently contemplates a 6 to 10m wide public utility lot or utility right of way for a power line alignment. Adding this type of feature means less land for residential uses and changes to block and road layouts. The updates to the plans would take time to reach a point where the landowners are aware of the possible impacts and able to continue negotiating with the Town.

7. Even once the updates of area structure plans are complete, the timing for each landowner to agree to land acquisition is an unknown factor. It is also beyond the control of the Town. While the Town can legally consider an expropriation process, after good faith efforts to negotiate, it would take a significant amount of time to reach a point where the cost of the land for the alignment is known so that Town Council would be comfortable with proceeding. The upfront negotiating on the offered compensation can take many months as each party gives the other time to reply. If expropriation is used, the final compensation amount to be paid to the landowners can take 8 – 12 months to determine if one or more landowners appeals to the Land Compensation Board.

8. The Town’s franchise agreement with Fortis requires the Town to secure physical and legal access to properties for Fortis. This means that the Town would need to negotiate with the affected landowners rather than Fortis; especially in terms of acceptable updates to the area structure plans. Securing the right of way across private land would also result in direct costs to the Town.

The Town respectfully submits that the use of existing public rights of way is the timeliest way of providing the electrical power needed to support the construction and operation of the Sundial facility. The Town also appreciates the County’s concerns regarding overhead power on both sides of roads. The Town supports the option of requiring underground installation of the power line to address concerns about aesthetics and safety.

I trust the information above provides a good sense of the timing challenges related to use of an alignment across future development lands within the Town boundaries. The Town looks forward to County Council’s favourable response to Fortis’ request so that the full potential of Sundial’s investment in our local economy can be realized.

Sincerely,

TOWN OF OLDS

Michael Muzychka
Mayor

MM/hm

4512 46 St. Olds, (Alberta) Canada T4H 1R5
Main 403.556.6981 Fax 403.556.6537
Regular Council Meeting

Request for Decision

CAO Services

Date:   May 1, 2019

SUBJECT: Council Directives

RECOMMENDATION:
That Council receive the Council Directives as information.

ALTERNATIVE OPTIONS:

BACKGROUND: Receive as Information

RELEVANT POLICY: N/A

BUDGET IMPLICATIONS: N/A

Attachments ☑ Nil □ As per recommendation

PREPARED BY: GE
<table>
<thead>
<tr>
<th>MOTION #</th>
<th>ACTION</th>
<th>DIRECTOR RESPONSIBLE</th>
<th>STATUS/COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>RC17-420</td>
<td>That Council approve administration settling a dispute with the owners of the Harriman Pit to be funded from the gravel reserve.</td>
<td>Director, Corporate Services</td>
<td>Sent further correspondence to Mr. Harriman with requested reply by Sept 7, followed up on Sept 14, still no response. No response-Oct 2. Still no response, Oct 16. No Response 10/31. No further communication. 1/2/2019 Email rec'd from Mr. Harriman advising he will send vendors settlement proposal around the end of the month. 1/21/2019 Mr Harriman advised that we should receive his proposal during the week ending Feb 22. 2/11/19 Harriman provided a proposal, administration is reviewing 3/5/2019 3/18/2019 Counter proposal sent 4/5/2019.</td>
</tr>
<tr>
<td>RC17-595</td>
<td>That Council direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities’ Municipalities for Climate Innovation Program for the Sundre Airport Storm Water Master Drainage Plan.</td>
<td>Director, Corporate Services</td>
<td>AMEC Foster working on it. The deadline is on-going (Jan 2020). AMEC has provided report. Waiting for new funding to open up for 2018. (Sept 17, 2018) Funding still not open - Oct 2. Funding not open yet, Oct 16. Funding not open 10/31. Funding not open yet. 1/2/2019 Funding not open. 2/11/19 2/27/2019 Checked 3/18/2019 Checked 4/16/2019</td>
</tr>
<tr>
<td>RC19-103</td>
<td>That Council direct Administration to invite Alberta Municipal Affairs (AMA) to a Council Meeting to provide a Linear presentation after the current review of Linear Assessment is complete.</td>
<td>Director, Corporate Services</td>
<td>Arrange Presentation for after AMA review is complete. Administration will arrange presentation for fall 2019. Waiting for linear changes to be finalized. 3/18/2019, 4/16/19</td>
</tr>
</tbody>
</table>
### 2019 Council Directives

<table>
<thead>
<tr>
<th>MOTION #</th>
<th>ACTION</th>
<th>DIRECTOR RESPONSIBLE</th>
<th>STATUS/COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>RC19-162</td>
<td>That Council request that the Approving Authority consider varying the Land Use Bylaw regulation where the maximum number of dwelling units shall be 2 for a parcel greater than 70 acres regarding land within Bylaw No. LU 08/19 - NW 25-30-2 W5M.</td>
<td>Director, Planning and Development</td>
<td>BF to MPC on April 18, 2019</td>
</tr>
<tr>
<td>RC19-163</td>
<td>That Council approve adding the Bearberry Wapitana Society and hall to our liability and property insurance policy; they will require to be insured for $800,000 for buildings, $90,000 for contents and $10,000 for rental income.</td>
<td>Director, Corporate Services</td>
<td>Proceed. Working with community group to complete process. 4/16/19</td>
</tr>
<tr>
<td>RC19-164</td>
<td>That Council direct staff to prepare a conservation easement agreement for the NE-8-33-3-W5M (Campbell Pit) with Agricultural Use as the primary use; include Day Use Area Potential; and, allow for hunting.</td>
<td>Director, Legislative, Community and Agricultural Services</td>
<td>Working on revised Conservation Easement. Will be returned to Council for consideration after legal review.</td>
</tr>
<tr>
<td>RC19-165</td>
<td>That Council approve Mountain View County’s contribution towards the purchase of a Didsbury Fire Pumper at a cost of $387,500 to be funded from the General Fire Reserve; and further, that if the purchase of the Fire Pumper needs to be revisited Mountain View County requests that a price quotation be obtained from the Rural Municipalities of Alberta (RMA) Sourcewell Capital Purchasing Program.</td>
<td>Director, Legislative, Community and Agricultural Services</td>
<td>Letter sent</td>
</tr>
<tr>
<td>RC19-166</td>
<td>That the Chief Administrative Officer arrange a presentation to Council regarding the Rural Municipalities of Alberta (RMA) Sourcewell Capital Purchasing Program.</td>
<td>CAO</td>
<td>Arranged for May 22</td>
</tr>
</tbody>
</table>
## 2019 Council Directives

<table>
<thead>
<tr>
<th>MOTION #</th>
<th>ACTION</th>
<th>DIRECTOR RESPONSIBLE</th>
<th>STATUS/COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>RC19-167</td>
<td>That Council approve that any Councillors and their spouses who wish to attend be approved to attend the Mountain View Seniors' Housing Foundation 4th Annual Powered by the People Gala &amp; Fundraising Event April 4, 2019 in Olds, AB.</td>
<td>CAO</td>
<td>Arrange Tickets - done Reeve Beattie Councillor Milne</td>
</tr>
<tr>
<td>RC19-168</td>
<td>That Council defer the request from Fortis to twin power lines on County Roads Range Road 20 and Township Road 324 to April 10 as per Procedural Bylaw 21/07 and request Fortis to provide cost comparisons of overhead lines; underground lines; and installation within private lands on the North side of the road.</td>
<td>CAO</td>
<td>BF to April 10, 2019</td>
</tr>
<tr>
<td>RC19-169</td>
<td>That Council approve the 2019 Budget including a long range 10-year plan; and further, that a proposed Tax Rate Bylaw be brought forward at a 1% mill rate increase and include a 90% increase for the Federal Gas Tax Reserve.</td>
<td>Director, Corporate Services</td>
<td>BF to April 10, 2019. Complete 4/16/19.</td>
</tr>
<tr>
<td>RC19-180</td>
<td>That Council receive the Directives as information.</td>
<td>CAO</td>
<td>No Action</td>
</tr>
<tr>
<td>RC19-182</td>
<td>That the Council receive the Operational Services Department monthly report as information.</td>
<td>Director, Operational Services</td>
<td>Include road segments to BF# on Ops quarterly report</td>
</tr>
<tr>
<td>RC19-186</td>
<td>That Council approves the time extension for three (3) months allowing until June 15, 2019 to satisfy conditions of approval.</td>
<td>Director, Planning and Development</td>
<td>Send letter</td>
</tr>
<tr>
<td>RC19-187</td>
<td>That Council request that the replacement of the Carstairs Fire Command Vehicle be brought forward to the next Carstairs ICC Meeting for discussion.</td>
<td>Director, Legislative, Community and Agricultural Services</td>
<td>Send letter</td>
</tr>
<tr>
<td>RC19-188</td>
<td>That Council approve the replacement of the Sundre Fire Rescue Trailer at a price of $33,433.44 with 80% ($26,746.75) of that price funded by Mountain View County through the General Fire Reserve.</td>
<td>Director, Legislative, Community and Agricultural Services</td>
<td>Send letter</td>
</tr>
</tbody>
</table>
# 2019 Council Directives

<table>
<thead>
<tr>
<th>MOTION #</th>
<th>ACTION</th>
<th>DIRECTOR RESPONSIBLE</th>
<th>STATUS/COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>RC19-201</td>
<td>That Council approve the “Carry Over Reserve Funding” and the “Proposed Reserve Additions” as contained in the April 10, 2019 Agenda package.</td>
<td>Director, Corporate Services</td>
<td>Process Complete 4/16/19.</td>
</tr>
<tr>
<td>RC19-202</td>
<td>That Council approve the Subdivision Time Extension request regarding SE 35-32-29 W4M for one (1) year allowing until March 28, 2020 to satisfy conditions of approval.</td>
<td>Director, Planning and Development</td>
<td>Letter sent</td>
</tr>
<tr>
<td>RC19-206</td>
<td>That Council defer the request to install twin power lines on Range Road 20 and Township Road 324; and further, request that Fortis Alberta work with the Town of Olds on alternate options.</td>
<td>Director, Operational Services</td>
<td>Await on response from Fortis for alternative route.</td>
</tr>
<tr>
<td>RC19-207</td>
<td>That Council request that County flags be lowered April 28, 2019 in recognition of the National Day of Mourning.</td>
<td>Director, Legislative, Community and Agricultural Services</td>
<td>Diarize for April 28</td>
</tr>
<tr>
<td>RC19-212</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MOTION #</td>
<td>ACTION</td>
<td>DIRECTOR RESPONSIBLE</td>
<td>STATUS/COMMENTS</td>
</tr>
<tr>
<td>----------</td>
<td>--------</td>
<td>----------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>PP18-160</td>
<td>That the Policies and Priorities Committee request that staff prepare a Five (5) year agreement with DDC Sand and Gravel for Council consideration.</td>
<td>Director, Operational Services</td>
<td>Negotiating with Contractor.</td>
</tr>
<tr>
<td>PP18-165</td>
<td>That the Policies and Priorities Committee supports the Chief Administrative Officer approving a Special Events Permit for sound abatement testing by Mountain View Marksman’s Association with a condition that public consultation with adjacent landowners within a one mile radius take place prior to the issuance of a Special Events Permit.</td>
<td>CAO</td>
<td>Special Event permit issued on April 9, 2019</td>
</tr>
</tbody>
</table>
Date: May 1, 2019

SUBJECT: Reporting to Council

RECOMMENDATION:
That Council receive as information the quarterly reporting schedule for Department Reports to Council.

ALTERNATIVE OPTIONS:
- Approve quarterly reporting at different meeting dates
- Status quo – monthly reporting

BACKGROUND:
Previously departmental reports and stats were provided to Council monthly. At the April 1, 2019 Council Strategic Plan workshop Council requested that the 2019/2020 Strategic Plan Implementation Reporting be amended to quarterly reporting. The CAO has determined that for ease of preparation the quarterly reports will follow the same schedule used by Corporate Services Department for their financial reporting. Below is a chart of meeting dates that reports will be included in the agenda packages.

<table>
<thead>
<tr>
<th>Reporting Period</th>
<th>Meeting</th>
<th>Reports to Council Meeting Agenda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q1 - Ending March 31</td>
<td>1st meeting in May</td>
<td>May 1, 2019</td>
</tr>
<tr>
<td>Q2 - Ending June 30</td>
<td>1st meeting in August</td>
<td>August 14, 2019</td>
</tr>
<tr>
<td>Q3 - Ending Sept 30</td>
<td>1st meeting in November</td>
<td>November 6, 2019</td>
</tr>
<tr>
<td>Q4 - Ending Dec 31</td>
<td>1st meeting in February</td>
<td>February 5, 2020</td>
</tr>
<tr>
<td>Year end – Audited Financial Statements</td>
<td>April</td>
<td>TBD - Report Provided by MNP</td>
</tr>
</tbody>
</table>

RELEVANT POLICY: N/A

BUDGET IMPLICATIONS: N/A

Attachments ☑ Nil ☑

PREPARED BY: GE
Date: May 1, 2019

SUBJECT: Corporate Services Monthly Report

RECOMMENDATION: That Council receive the Corporate Services Department monthly report as information.

ALTERNATIVE OPTIONS: N/A

BACKGROUND: A report is provided monthly to inform the Policies and Priorities Committee of the active projects being worked on over the current and upcoming months.

RELEVANT POLICY: N/A

BUDGET IMPLICATIONS: Nil

Attachments ☒ Nil ☐

1. March 2019 Corporate Services Monthly Report
2. Consolidated Statement of Operations

PREPARED BY: MA

REVIEWED BY: RB
Corporate Services:

- Continued work on Asset Management, working group plan is coming together. Most of the long-term plans are in place. Preventive Maintenance module being prepared with Operational Services.
- Developing workflow for asset management to ensure continuity on all systems. To be completed before end of May.

Assessment:

- Started this year’s residential inspection (20% done).
- Planning to present yearly assessment report to Council in June.
- A letter will be issued to RV owners on new interpretation of assessment.

Finance:

- Completing year end and auditors on site.
- Working on budget.
- GIC rates are falling. New investments will be placed for periods not longer than 2 years.

IT:

- Security system should start to be installed in May. First priority is the Ag shop.
- GeoCortex training given to staff and Council.
- Added more detail to the summer student work plan.
- GIS supporting MDP process.
- Evergreen project (computer replacements) quotes are being requested. Program should start in April.
- Working with the Fire Department on network management.
## MOUNTAIN VIEW COUNTY
### CONSOLIDATED STATEMENT OF OPERATIONS
### FOR THE PERIOD ENDING MARCH 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>2018 Budget</th>
<th>2019 YTD</th>
<th>2018 YTD</th>
<th>% of Budget</th>
<th>% Var</th>
<th>$ Var</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net taxes available for municipal purposes (Schedule 2)</td>
<td>29,038,666</td>
<td>7,222,464</td>
<td>7,332,542</td>
<td>24.87%</td>
<td>-0.13%</td>
<td>(37,203)</td>
</tr>
<tr>
<td>Sale of goods</td>
<td>150,700</td>
<td>3,955</td>
<td>652</td>
<td>2.62%</td>
<td>-22.38%</td>
<td>(33,720)</td>
</tr>
<tr>
<td>Sale of services</td>
<td>244,000</td>
<td>36,223</td>
<td>45,370</td>
<td>14.85%</td>
<td>-10.15%</td>
<td>(24,777)</td>
</tr>
<tr>
<td>Fees &amp; levies</td>
<td>756,600</td>
<td>284,902</td>
<td>211,022</td>
<td>37.66%</td>
<td>12.66%</td>
<td>95,752</td>
</tr>
<tr>
<td>Fines &amp; penalties</td>
<td>436,500</td>
<td>87,572</td>
<td>74,965</td>
<td>20.06%</td>
<td>-4.94%</td>
<td>(21,553)</td>
</tr>
<tr>
<td>Return on investments</td>
<td>1,427,500</td>
<td>387,515</td>
<td>372,771</td>
<td>27.15%</td>
<td>4.66%</td>
<td>95,742</td>
</tr>
<tr>
<td>Rentals</td>
<td>324,250</td>
<td>165,520</td>
<td>145,485</td>
<td>51.05%</td>
<td>26.05%</td>
<td>84,457</td>
</tr>
<tr>
<td>Recovery</td>
<td>11,273</td>
<td>54,801</td>
<td>61,835</td>
<td>486.12%</td>
<td>-461.12%</td>
<td>51,982</td>
</tr>
<tr>
<td>Government transfers for operating (Schedule 4)</td>
<td>1,320,874</td>
<td>109,986</td>
<td>138,319</td>
<td>8.33%</td>
<td>-16.67%</td>
<td>(220,233)</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>-</td>
<td>248,000</td>
<td>0.00%</td>
<td>-25.00%</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>33,710,363</td>
<td>8,352,937</td>
<td>8,630,961</td>
<td>24.78%</td>
<td>-0.22%</td>
<td>(74,654)</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council</td>
<td>652,564</td>
<td>162,527</td>
<td>176,645</td>
<td>24.91%</td>
<td>-0.09%</td>
<td>(614)</td>
</tr>
<tr>
<td>CAO Services</td>
<td>841,217</td>
<td>213,152</td>
<td>172,437</td>
<td>25.34%</td>
<td>0.34%</td>
<td>2,847</td>
</tr>
<tr>
<td>Business services</td>
<td>2,291,051</td>
<td>415,940</td>
<td>445,113</td>
<td>18.15%</td>
<td>-6.85%</td>
<td>(156,223)</td>
</tr>
<tr>
<td>Assessment</td>
<td>512,181</td>
<td>130,869</td>
<td>131,490</td>
<td>25.55%</td>
<td>0.55%</td>
<td>2,824</td>
</tr>
<tr>
<td>Corporate Services</td>
<td>583,422</td>
<td>191,393</td>
<td>207,922</td>
<td>23.24%</td>
<td>-1.76%</td>
<td>(14,463)</td>
</tr>
<tr>
<td>Waste management</td>
<td>225,000</td>
<td>226,572</td>
<td>42,589</td>
<td>100.70%</td>
<td>75.70%</td>
<td>170,322</td>
</tr>
<tr>
<td>Planning &amp; Development Services</td>
<td>1,215,524</td>
<td>285,720</td>
<td>249,903</td>
<td>23.51%</td>
<td>-1.49%</td>
<td>(18,161)</td>
</tr>
<tr>
<td>Legislative services</td>
<td>1,522,157</td>
<td>243,767</td>
<td>312,791</td>
<td>18.01%</td>
<td>-8.99%</td>
<td>(136,772)</td>
</tr>
<tr>
<td>Permitting</td>
<td>307,083</td>
<td>69,672</td>
<td>68,001</td>
<td>22.69%</td>
<td>-2.31%</td>
<td>(7,099)</td>
</tr>
<tr>
<td>Legislative &amp; Community Services</td>
<td>1,256,246</td>
<td>264,576</td>
<td>200,383</td>
<td>21.06%</td>
<td>-3.94%</td>
<td>(49,485)</td>
</tr>
<tr>
<td>Agric &amp; land management</td>
<td>5,123,784</td>
<td>447,756</td>
<td>497,487</td>
<td>8.74%</td>
<td>-16.26%</td>
<td>(833,190)</td>
</tr>
<tr>
<td>Operational Services</td>
<td>21,094,196</td>
<td>5,074,395</td>
<td>5,200,999</td>
<td>24.06%</td>
<td>-0.94%</td>
<td>(199,154)</td>
</tr>
<tr>
<td>Roads, facilities &amp; shops</td>
<td>298,500</td>
<td>202,495</td>
<td>125,389</td>
<td>67.84%</td>
<td>42.84%</td>
<td>127,870</td>
</tr>
<tr>
<td><strong>Total Expenses (Schedule 3)</strong></td>
<td>36,703,420</td>
<td>8,055,557</td>
<td>7,957,932</td>
<td>21.95%</td>
<td>-3.05%</td>
<td>(1,120,298)</td>
</tr>
</tbody>
</table>

### EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES - BEFORE OTHER

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>2018</th>
<th>% for Year</th>
<th>% for Year</th>
<th>% for Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(2,993,057)</td>
<td>297,380</td>
<td>673,028</td>
<td>1,045,644</td>
<td>1,045,644</td>
<td>1,045,644</td>
</tr>
</tbody>
</table>

### OTHER

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>2018</th>
<th>% for Year</th>
<th>% for Year</th>
<th>% for Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assets transferred to another municipality</td>
<td>-</td>
<td>(141,263)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Gain/(loss) on sale of assets</td>
<td>-</td>
<td>9,170</td>
<td>-</td>
<td>(1,944)</td>
<td>-</td>
<td>(1,944)</td>
</tr>
<tr>
<td>Government transfers for capital (Schedule 4)</td>
<td>13,678,500</td>
<td>-</td>
<td>607,552</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### EXCESS OF REVENUE OVER EXPENSES

|                      | 10,685,443 | 165,287  | 1,278,637 | 25.00% | 25.00% | 25.00% |


Regular Council Meeting

Request for Decision

Operational Services

Date: May 1, 2019

SUBJECT: Operations Monthly Report

RECOMMENDATION: That Council receive the Operational Services monthly report as information.

ALTERNATIVE OPTIONS: N/A

BACKGROUND: Council has requested to receive regular monthly updates.

RELEVANT POLICY: N/A

BUDGET IMPLICATIONS: N/A

Attachments  ❌ Nil  ☑

att 01 – Technical Services Report
att 02 – Infrastructure Maintenance Status Update
att 03 – Service Request Report

PREPARED BY: CD

REVIEWED BY: RB
**2019 Operational Services**  
**Technical Services Report**  
March 22, 2019

<table>
<thead>
<tr>
<th>Budget Reference Number</th>
<th>Project Name &amp; Description</th>
<th>Project Goal</th>
<th>Work Done to Date</th>
<th>Budget</th>
<th>Expenditures As of Feb 21</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INFRASTRUCTURE MAINTENANCE (RECURRING)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recurring</td>
<td>Annual Re-Chipping Program</td>
<td>Re-chip 121.6km of road</td>
<td>1,700,000</td>
<td>0</td>
<td>The Program will commence May 21, weather-permitting. Maps have been completed and have been provided in the 2019 Summer Work Plan.</td>
<td></td>
</tr>
<tr>
<td>Recurring</td>
<td>Subdivision Deferred Chip Program</td>
<td>Re-chip selected subdivisions in the County</td>
<td>120,000</td>
<td>0</td>
<td>Subdivisions currently being selected.</td>
<td></td>
</tr>
<tr>
<td>Recurring</td>
<td>Asphalt Long Patching</td>
<td>Apply patches to hard surface roads</td>
<td>600,000</td>
<td>1,380</td>
<td>Long patch locations being selected.</td>
<td></td>
</tr>
<tr>
<td>Recurring</td>
<td>Base Stabilization</td>
<td>Rip 8km of new road and chip 8km of prior years rip</td>
<td>800,000</td>
<td>0</td>
<td>The Program will commence once the road bans come off in June. Maps have been completed and have been provided in the 2019 Summer Work Plan.</td>
<td></td>
</tr>
<tr>
<td>Recurring</td>
<td>Re-Graveling Program</td>
<td>Re-gravel 650km of road</td>
<td>2,200,000</td>
<td>0</td>
<td>Some roads were re-gravelled in the Eagle Hill area prior to Easter. The Program will commence on May 21, weather-permitting. Maps have been completed and have been provided in the 2019 Summer Work Plan.</td>
<td></td>
</tr>
<tr>
<td>Recurring</td>
<td>Purchase New Equipment</td>
<td>Refer to the 2019 Equipment Purchase Plan</td>
<td>5,336,500</td>
<td>309,518</td>
<td>RFP's have been released for 1 2-ton truck. PO's have been issued for 1 smooth drum packer, 4 motor graders, 1 excavator, and 1 wheel loader. We are currently working with the Sourcewell Program to order 2 sanders and 2 large snowplows. 2 gravel retrievers, 1 belly dump, 1 dozer and 1 washer/steamer have been received.</td>
<td></td>
</tr>
</tbody>
</table>

| **INFRASTRUCTURE PROJECTS** | | | | | | |
| Collector Road Network | | | | | | |
| OS-18-27 | Bergen Road Engineering | Complete Engineering of Twp Rd 320 from Hwy 760 to Hwy 22 | 1,120,000 | 12,615 | Final design underway. |

| Non-Collector Road Network | | | | | | |
| Recurring | Minor Projects | | | 100,000 | 5,410 | Includes Telus line moves. |

| Non-Road Projects | | | | | | |
| OS-19-18 | Oids/Oids Airport Runway Extension | Extend runway beyond 4,000 ft | 510,900 | 0 | Stip grant awarded for 1/3 of costs. Remainder to be split between OODA and MVC. |
| OS-19-20 | Oids/Oids Airport Lot Reconfiguration | Reconfigure lots 23,30,40 & 41 | 40,000 | 0 | Project will be delayed until completion of the development plan. |

<p>| Bridges | | | | | | |
| | | | | | | |
| BF 282 (Twp 340 West of RR 22) | Design and construct new crossing | 400,000 | 0 | Preliminary design complete. |
| BF 425 (Twp 300 West of RR 44) | Replace caps and 2 pile splices | 40,000 | 0 | To be contracted out. |
| BF 577 (RR 260 North of Twp 384) | Engineer for replacement (construct in 2020) | 60,000 | 0 | Engineering consultant selected. |
| BF 1432 (Twp 330 West of Hwy 22) | Load rating and rehab/replace option assessment | 25,000 | 0 | To be completed this summer. |
| BF 2251 (Twp 301A West of RR 52) | Engineer for replacement (construct in 2020) | 60,000 | 0 | Engineering consultant selected. |
| BF 2377 (Twp 292 West of RR 30) | Construction of new crossing | 1,134,600 | 0 | Engineering consultant selected. |
| BF 7362 (Twp 334 West of RR 274) | Design and construct new crossing | 350,000 | 0 | Engineering consultant selected. |
| BF 13125 (RR 54 North of Twp 320) | Engineer for replacement (construct in 2020) | 60,000 | 0 | Engineering consultant selected. |
| BF 73078 (RR 54 North of Twp 301) | Design and construct new crossing | 350,000 | 0 | Engineering consultant selected. |
| BF 74945 (RR 44 North of Twp 324) | Design and construct new crossing | 239,000 | 0 | To be contracted out. |
| BF 76435 (RR 34 North of Twp 324) | Engineer for replacement (construct in 2020) | 60,000 | 0 | Engineering consultant selected. |
| BF 77814 (Twp 314 West of RR 62) | Design and construct new crossing | 250,000 | 0 | Engineering consultant selected. |
| BF 79527 (RR 45 North of Twp 302) | Engineer for replacement (construct in 2020) | 60,000 | 0 | Engineering consultant selected. |</p>
<table>
<thead>
<tr>
<th>Facility Projects</th>
<th>Contamination monitoring and reclamation of County sites</th>
<th>100,000</th>
<th>0</th>
<th>Consultant presented to Council April 3rd.</th>
</tr>
</thead>
<tbody>
<tr>
<td>05-19-09 Building Asset Management &amp; Maintenance Software</td>
<td>Set up Maintenance software for Admin. and Ag shop</td>
<td>8,500</td>
<td>0</td>
<td>Walk-through of 2 buildings complete. Training to be completed within next month.</td>
</tr>
<tr>
<td><strong>Gravel Pit Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>05-19-12 Gravel Pit Engineering</td>
<td>Update several County pit plans</td>
<td>60,000</td>
<td>0</td>
<td>Kick-off meeting held with consultant.</td>
</tr>
<tr>
<td>05-19-13 Gravel Pit Reclamation</td>
<td>Updates for Backstrom, Starrock and White pits</td>
<td>570,000</td>
<td>0</td>
<td>Plans are being put into place to begin reclamation in the Shelly Kohut Pit this spring.</td>
</tr>
<tr>
<td>05-19-14 Gravel Pit Stripping</td>
<td>Strip topsoil when further gravel extraction is needed</td>
<td>300,000</td>
<td>9,560</td>
<td>Stripping completed in Kammrath-Bartels Pit.</td>
</tr>
<tr>
<td>05-19-23 Winchell Pit Surface Material Update</td>
<td>Complete SME application</td>
<td>100,000</td>
<td>0</td>
<td>Test holes completed.</td>
</tr>
<tr>
<td><strong>Carry-Over Projects</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>05-02-17 Fallen Weight Testing</td>
<td>Finalize Report</td>
<td>30,000</td>
<td>15,462</td>
<td>Maps being completed.</td>
</tr>
<tr>
<td>05-18-05 Range Road SS Upgrade</td>
<td>Upgrade Rge Rd SS from Hwy 584 to Sundre Airport</td>
<td>1,400,000</td>
<td>0</td>
<td>Work to resume in spring.</td>
</tr>
<tr>
<td>05-21-17 Protection of Sundre Airport and RR SS/60</td>
<td>Construct protection of RR SS, RR60 and the Sundre Airport</td>
<td>750,000</td>
<td>570</td>
<td>Work to resume in spring.</td>
</tr>
<tr>
<td>05-01-17 Range Road SS Bridge and Road Construction</td>
<td>Construct a new bridge and road North of Water Valley</td>
<td>500,000</td>
<td>20,372</td>
<td>Work to resume in spring.</td>
</tr>
<tr>
<td>05-18-10 Olds/Olds Taxiway Chipping</td>
<td>Chip Taxiway constructed in 2017</td>
<td>30,000</td>
<td>0</td>
<td>Work to be done by County crews in spring.</td>
</tr>
<tr>
<td>8F 2180 (RR 24 North of Twp 332)</td>
<td>Construct New Crossing</td>
<td>18,500</td>
<td>4,287</td>
<td>Work to be completed in spring.</td>
</tr>
<tr>
<td>8F 2457 (RR 41 North of Hwy 580)</td>
<td>Construct New Crossing</td>
<td>331,250</td>
<td>4,980</td>
<td>To be completed by County crews</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td>$19,898,350</td>
<td>$391,498</td>
<td></td>
</tr>
</tbody>
</table>
Heavy Duty Shop
The Heavy-Duty Shop is working on day-to-day repairs. The Fleet Foreman is working with Corporate Services on the new Preventive Maintenance Program.

Equipment Purchases
Request for Proposals have been released for one (1) 2-ton truck. Purchase Orders have been issued for one (1) smooth drum packer, four (4) motor graders, one (1) excavator, and one (1) wheel loader. We are currently working with the Sourcewell Program to order two (2) sanders and two (2) large snowplows. Two (2) gravel retrievers, one (1) belly dump, one (1) dozer and one (1) washer/steamer have been received.

Re-Gravelling Program
Some roads were re-gravelled in the Eagle Hill area prior to Easter. The Re-Gravelling Program will be commencing on May 21, 2019, weather-permitting. Maps have been completed and have been provided in the 2019 Summer Work Plan.

Re-Chipping Program
The Re-Chipping Program will be commencing May 21, 2019, weather-permitting. Maps have been completed and have been provided in the 2019 Summer Work Plan.

Base Stabilization Program
The Base Stabilization Program will be commencing once the road bans have come off in June. Maps have been completed and have been provided in the 2019 Summer Work Plan.

Patching Program
Pothole patching has begun.

Ditching and Drainage Program
Crews are currently ditching in NE Quad 2.

Gravel Pit Reclamation
Plans are being put into place to begin reclamation in the Shelly Kohut Pit this spring.

Industry Activity for March 2019
Rig Moves: 1
Completion Moves: 5
Approach Requests: 15
Crossing Requests: 4
Utility Routes: 8
## 2019 Operational Services - Service Request Report

**Updated April 19, 2019**

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### 5 Year Summary of Service Requests

![5 Year Summary of Service Requests](image)

- **Hold**
- **Assigned**
- **Closed**

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Regular Council Meeting

Request for Decision

Planning & Development

Date: May 01, 2019

SUBJECT: Monthly Report – March 2019

RECOMMENDATION: That Council receive the Planning and Development Services Monthly Report as information.

ALTERNATIVE OPTIONS: n/a

BACKGROUND: Monthly Reports

RELEVANT POLICY: n/a

BUDGET IMPLICATIONS: n/a

Attachments □ Nil  ■
att 01 – March 2019 Stats
att 02 – Projects March 2019

PREPARED BY: PG & LC
REVIEWED BY: MB
## Applications Received

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## Application Reviewed by Approving Authority

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Note: includes 2 exempt use Home Office Business

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March 2019 Monthly Report
Planning and Development Department

PROJECTS

A. PLANNING

Eagle Valley Area Structure Plan Review – A revised final draft Area Structure Plan has been emailed to the Steering Committee for review and acceptance prior to proceeding to First Reading.

MDP Review – The second Municipal Development Plan Workshop is scheduled for April 23, 2019

B. DEVELOPMENT - NIL
Regular Council Meeting

Request for Decision

Legislative, Community & Agricultural Services

Date: May 1, 2019

SUBJECT: Legislative, Community and Agricultural Services Department Monthly Report

RECOMMENDATION: That Council receive the Legislative, Community and Agricultural Service Department report, as information.

ALTERNATIVE OPTIONS:

BACKGROUND: A report is provided on a monthly basis to inform Council of the active and upcoming projects or priorities being worked on over the current and upcoming months.

RELEVANT POLICY: N/A

BUDGET IMPLICATIONS: N/A

Attachments ☑ Nil ☐

1. Monthly report from Agricultural Services, Community Peace Officer, Community Services, Economic Development, Legislative Services and Records Management.

PREPARED BY: VL

REVIEWED BY: CA
### Legislative Services

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### Active Projects

- **ASB Meeting**
  - Reviewed Policy/Procedure #6306 Agricultural Related Project Funding Review
  - Letter of concern regarding the General Store to be sent to the Minister of Agriculture
  - Carcass Composting Grant Proposal
  - Equipment Rental Considerations

- **REEP/ALUS**
  - An Alberta Conservation Association - Conservation, Community and Education grant for $25,000 has been awarded to the REEP program for the 2019-2020 funding cycle.
  - At the April 15 ASB meeting $11,479 was allocated to 3 ALUS participants with wetland projects involving fencing covering 94 acres and one new watering system.
  - $4000 was allocated for 1 REEP project towards the purchase of an off-site watering system.

- **Ag Plastics**
  - A development permit was approved for the proposed Sea Can at the Ag Services yard to collect Twine for recycling (appeal window is open until April 25). The first collection day will be May 24 from 8am-12pm.
  - Questions are being developed for our Ag plastics Recycling Survey, approximately 75 past participants in the MVC Ag recycling program will be contacted in the next month. The results of the survey will be used to create 3 one-page best management practices, information sheets for twine, grain bags and silage plastic.

- **Roadside Brushing Program**
  - Brushing Activities have commenced again in Quad 4 in conjunction with OPS 2019 Brushing Plan. Brush spraying is expected to commence end of May.

- **Open Farm Days**
  - We have booked the Cremona Gold & Silver Centre as the meeting point for the bus tour. Currently there are five farms in Mountain View County registered to participate in Open Farm Days. We have one producer and one agri-business committed to being a tour host. The Bergen Community Association is booked to cater lunch at the Bergen Community Hall.

- **Capital Equipment Purchase Update**
  - The cycle roadside disc mower replacement has been received, the disc mowers are traded off on a three year cycle.
### Workshop/Event Update

**Past Workshops:**
- March 26 – Septic Sense Workshop – Cremona Gold & Silver Society Hall – delivered by the Alberta Onsite Wastewater Management Association - 28 attendees

**Upcoming Workshops:**
- May 15 – Solar & Agriculture Workshop – Acme Community Centre – delivered by Newo Global Energy - Partnering with Kneehill County, Rocky View County and Wheatland County
- June 12 – Soil Health Field Day Featuring Dr. Jill Clapperton – Rugby Hall – organized by the Foothills Forage & Grazing Association

### Committees/Meetings/Training

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<th>2019 year to date</th>
<th>2018 year to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Charges</td>
<td>83</td>
<td>33</td>
<td>175</td>
<td>90</td>
</tr>
<tr>
<td>Previous Year Charges</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Active Projects

- May Alberta Traffic Safety Plan- Young Drivers
- February Stop of the month - 140 km/hr. in 80 km/hr. zone - RR 14 and Twp 292

### Economic Development

#### Stats

<table>
<thead>
<tr>
<th></th>
<th>New Business</th>
<th>Existing Business</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business License Inquiries</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Business Dev. Inquiries / Meetings</td>
<td>2</td>
<td>0</td>
<td>4</td>
</tr>
</tbody>
</table>

### Active Projects

- Met with the Olds/Didsbury Flying Association to discuss the upcoming airport development study. Will be working with them to ensure all objectives are identified.
- Met with the Director of Legislative, Community & Agricultural Services to review the list of actions and will be using those actions to develop a priority list for the remainder of 2019 and beyond.
- Working with Ag Services to organize the MVC farm tour and gain insight into Agri-tourism opportunities within the county.
- Attended the conference in Banff and was able to attend several sessions on current trends in economic development that could impact MVC in the future. Will be working to incorporate some of those ideas into the areas of the economic development strategy they are related to.
<table>
<thead>
<tr>
<th>Solar Feasibility</th>
<th>Working with Ag Services to move through feasibility studies regarding solar development in the county.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Upcoming Projects/Priorities</strong></td>
<td></td>
</tr>
<tr>
<td>Visitor Experience Funding</td>
<td>Awaiting policy review to finalize project for 2019.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Records Management</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Active Projects</strong></td>
<td></td>
</tr>
<tr>
<td>File Maintenance</td>
<td>Maintenance of physical files including filing, file retrievals, returns and file creation for all collections.</td>
</tr>
<tr>
<td>Software</td>
<td>Technical maintenance and development of system</td>
</tr>
<tr>
<td>Administration</td>
<td>Develop and change the retention bylaw to be more suited to be applied in an electronic manner</td>
</tr>
<tr>
<td>Software</td>
<td>Digitizing processes and implementing new forms and workflows</td>
</tr>
<tr>
<td>Software</td>
<td>Departmental training on M-Files functionality and changes to the system</td>
</tr>
<tr>
<td>Software</td>
<td>Development of Appeal process within M-Files, and committees &amp; boards documentation</td>
</tr>
<tr>
<td>Software</td>
<td>Develop documentation to describe M-Files within our environment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Upcoming Projects/Priorities</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>File Maintenance</td>
<td>Working on the day to day file creation and maintenance.</td>
</tr>
<tr>
<td>Software</td>
<td>Working with vendor to build retention tool</td>
</tr>
<tr>
<td>Software</td>
<td>Work through templates / what constitutes a template / and how these templates should be saved within M-Files. Construction of a workflow.</td>
</tr>
<tr>
<td>Software</td>
<td>Technical maintenance and development of system</td>
</tr>
<tr>
<td>Software</td>
<td>Develop and implement official records workflow and process within M-Files</td>
</tr>
<tr>
<td>Software</td>
<td>Further imports into M-Files</td>
</tr>
<tr>
<td>Administration</td>
<td>Develop and change the retention bylaw to be more suited to be applied in an electronic manner</td>
</tr>
<tr>
<td>File Maintenance</td>
<td>Develop an electronic solution to the ERP's for oilfield companies that are currently stored in the vault</td>
</tr>
</tbody>
</table>

**Date Completed** April 23, 2019
Regular Council Meeting

Request for Direction

CAO Services

Date: May 1, 2019

SUBJECT: CAO Services Monthly Report

RECOMMENDATION: That Council receive the CAO Services monthly report as information.

ALTERNATIVE OPTIONS: N/A

BACKGROUND: This report is provided on a monthly basis to inform Council of the active and upcoming projects.

RELEVANT POLICY: N/A

BUDGET IMPLICATIONS:

Attachments [ ] Nil [x]
- Health and Safety Monthly Report
- Human Resources Monthly Report

PREPARED BY: GE
Incident Reports:

First Aid Injury
Description: During a property visit, employee was bit on the leg by the landowner’s dog.
Corrective Action: Ensure that dogs are kept at a distance or removed/controlled by the landowner.

Formal Inspections Scheduled: 11
Formal Inspections Completed: 11

H&S Orientations Scheduled: 8
H&S Orientations Completed: 8

Safety Meetings scheduled: 5
Safety Meetings attended: 5

OTHER:
April 2, 2019 – Corporate Joint Worksite Health and Safety Committee Meeting
April 11, 2019 – Supervisors Role & Tailgate Meeting essentials Training
April 18, 2019 – Standard First Aid Refresher Training
Reportable Activities:

Recruitment Update:
- Summer Term AG – closed February 28, 2019
- Summer Term OPS – closed March 22, 2019
- Manager, Operational Services – closed March 29, 2019
- GIS Summer Student – closed March 29, 2019
- Office Summer Student – closes April 19, 2019
Operational Services

Date: May 1, 2019

SUBJECT: Road Use Agreements

RECOMMENDATION: That Council receive as information Policy #4006 Road Use Agreements.

ALTERNATIVE OPTIONS:

BACKGROUND: A recent issue with a log-haul/forestry company prompted the local Councillour to request that the road use policy be reviewed by Council. The present Road Use Agreement has typically been used exclusively for Oil and Gas Company hauls and moves. The Road Use Agreement has been also been used for gravel hauls, large construction projects and specific situations in the logging industry but mainly for protection of roads where Oil and Gas Companies are involved.

The Governance Review Committee reviewed the Policy and Procedure on Road Use Agreements on June 29, 2018, It was presented to Council on August 22, 2018. The Policy was Developed in 2007 to help protect the Road network during intense “Industry” (Oil and Gas) use of County Roads. Policy 4015 Dust Suppression is included as an attachment to this RFD as the definition of a Haul Road is contained in Procedure 4015, section 1.1. and this threshold (more than 5 loads per day) has been adopted as the threshold for a Road Use Agreement.

1. Definitions

1.1 Haul Road: A haul road is a section of gravelled road where a combined trucking total of more than five (5) loads within a 24-hour period (1 day) or fifteen (15) loads within a week (7 days) of any non-agricultural related hauling is taking place.

RELEVANT POLICY:

BUDGET IMPLICATIONS: None

Attachments 

- att 01 - Policy No. 4006 – Road Use Agreements
- att 02 - Policy No. 4015 – Dust Suppression

PREPARED BY: Ron Baker
Policy Title: Road Use Agreements

Policy No.: 4006

Approval: County Council

Effective Date: February 14, 2007
Approved Date: February 14, 2007
Amended Date: August 22, 2018

Supersedes Policy No.: Section C (15)

Policy Statement: Mountain View County (the County) may issue Road Use Agreements for situations where hauling has the potential to cause damage to County roads.

Purpose: The purpose of this policy is to permit the County to issue Road Use Agreements.

Principles:
1. Assist overweight/oversized traffic and multiple legal load hauls to move throughout the County.
2. Enable the County to recover costs from the hauler in the event that any road and bridge infrastructure is damaged.
3. Limit damage to road and bridge infrastructure by directing overweight/oversized traffic and multiple legal load hauls to use alternate routes.
4. Applicant adheres to all relevant policies.
1. Master Road Use Agreement and Irrevocable Letter of Credit

1.1. Before any overweight load, drilling rig or multiple legal load hauls may be permitted within Mountain View County (the County), the Applicant may be required to:

1.1.1. Enter into a Master Road Use Agreement (Schedule A) by submitting an Application for a Master Road Use Agreement (Schedule B).

1.1.2. Provide the County with an irrevocable Letter of Credit in the amount of $50,000.00 for ongoing activity or $10,000.00 for one-time hauls.

2. Acquiring a Permit

2.1 The Applicant may be required to apply for a haul permit through Roadata Services Ltd. when planning a move within Mountain View County. A permit will be required for any overweight loads, drilling rigs and multiple legal load hauls (more than 5 loads on any given day).

2.2 Once the Applicant has applied for a permit through Roadata Services Ltd., the County Industry Inspector (the Inspector) will be notified of the application and will have the authority to grant or deny the permit. Approved haul routes will be at the discretion of the Inspector.

2.3 The Applicant must allow a 24-hour period for said review and subsequent approval to transpire. Once approval has been granted, both the Applicant and the County will receive, by email, an approved permit. The Applicant must produce either a hard copy or share an electronic copy of this permit to all haul operators using the approved route.

2.4 Inspections of the roads identified on the approved permit may be carried out at the following times in the presence of official designates of both the County and the Applicant at a time set by the County and the Applicant or by the designate of the County alone if so agreed to by the Applicant:

2.4.1 prior to use of the roads (pre-inspection); and
2.4.2 during the use of the roads (mid-inspection); and
2.4.3 following completion of use of the roads (post-inspection)

All inspection reports will be submitted by the Inspector through the Roadata Services Ltd. website and will be available for the applicant to view at any time. Once the Inspector has completed the post-inspection of the route, and has verified that all other inspections on the permit have been completed accurately, an invoice will
be produced. Inspection fees shall be paid by the Applicant to the County as required by County policy.

3. **Road Use Notification**

3.1 A Road Use Notification may be required of an Applicant, at the County's discretion, for situations where hauling could cause damage to County roads but the haul does not meet the requirements of a Road Use Agreement. The Applicant will be required to submit to Roadata Services Ltd. a Road Use Notification the day prior to the move.
The Agreement made in duplicate this day of 2018.

Between:

Mountain View County
(the "County")

and

Company Name
(the "Company")

1. DEFINITION OF TERMS USED IN THIS AGREEMENT

"Appurtenance" means:
- A sidewalk, ditch, or any type of wall, fence, guardrail, curb, pavement marking, traffic control device, illumination device, mailbox or barrier adjacent to or in, along or on a road, or any construction, obstruction, erection or any situation, arrangement or disposition of any earth, rock, tree or other material or thing adjacent to or in, along or on a road that is not on the traveled portion of the road.

"Business Days" means:
- Monday to Friday, during normal business hours, excluding statutory holidays.

"Company" means:
- The holder of a license or approval issued by the Alberta Energy Regulator.
- For the purposes of Schedules "A" and "D" to this Agreement, the word "Company" may be taken to include a "designated contractor".

"Haul Route" means those Roads identified in Schedule "A" as the Roads to be used by the Company to move/haul goods, equipment and materials.

"Legal load" means:
1. the maximum gross weight that may be borne by a tire, an axle or an axle group or any of them; or
2. the maximum gross weight that may be borne by a public vehicle or combination of public vehicles on a highway, secondary road, rural road or street and as set out from time to time under the Traffic Safety Act and regulations or orders made there under.

"Mid-Inspection" means haul routes will be inspected during the haul or rig move as per Schedule "B2".
"Road" means:
- A road under the direction, control and management of the County, including:
  
  (i) a developed road on which improvements such as grading or surfacing have been made for the purpose of public access and includes any Appurtenances, and includes a bridge forming part of a public road and any structure incidental to a public road;
  (ii) an undeveloped surveyed road allowance or road plan.

"Pre-Inspection" means:
- Haul Routes will be inspected prior to the haul or rig move commencing as per Schedule "B" of this agreement. Fees to be charged as per Fee Schedule Bylaw.

"Post-Inspection" means:
- Haul Routes will be inspected after the haul or rig move out has been completed as per Schedule "C" of this agreement. Fees to be charged as per Fee Schedule Bylaw.

"Commodity" means:
- A physical substance, such as food, grains, and metals, which is interchangeable with another product of the same type, and which investors buy or sell, usually through futures contracts. The price of the commodity is subject to supply and demand.

2. PURPOSE OF AGREEMENT

The purpose of this Agreement is to define the terms and conditions under which the parties to this Agreement agree:

(a) that in the event there is damage from the use of Roads in the Haul Route for the hauling or moving of goods, equipment or materials, those parties responsible for such damage are held accountable;

(b) as to how dust control will be maintained;

(c) to establish routing for the movement of vehicles and equipment, including all surface servicing equipment.

This Agreement is intended to engage both the County and the Company in an effort to avoid damage to Roads and Appurtenances and to minimize interruptions to the traveling public. The parties acknowledge that this agreement is entered to address these matters and to protect the Roads and Appurtenances from damage.

3. TERM

(a) This Agreement shall commence on the date shown on page 1 and shall continue until terminated by either party in accordance with paragraph 3(b) below.

(b) This Agreement may be terminated by either party upon thirty (30) days written notice being given to the other party.
(c) Notwithstanding the termination of this Agreement, the provisions respecting liability and indemnification, to the extent liabilities may have accrued prior to the termination, and provisions respecting settlement of accounts, shall remain in full force in accordance with their terms.

4. **PRE-INSPECTION BY COUNTY**

Prior to entering into this agreement, the County shall conduct a pre-inspection, as per Schedule "B", of the Haul Route Roads. If, following the pre-inspection, the County, acting reasonably, determines that it is not necessary to impose any restrictions on the Company in relation to the activities specified in the agreement, the County shall notify the Company accordingly, and the Company may proceed to use the Roads in strict compliance with this agreement.

5. **RESTRICTIONS AND RELAXATIONS**

(a) All subsequent moves/hauls by the Company using the Haul Routes shall only occur once the Company has submitted the attached Schedule "A", *Addendum to the Master Road Use Agreement*, for each subsequent move/haul, and written approval by the County has been received by the Company.

(b) If, following the pre-inspection, the County, acting reasonably, determines that it is necessary to impose restrictions on the Company, the County shall provide the Company with a notice in writing, in the form set out in Schedule "A" attached hereto. The County shall set out the specifics of the restrictions imposed on the Company and the details of any relaxations it is prepared to grant to those restrictions and the conditions under which such relaxations will be granted, including any requirements for the Company to post security.

(c) It is understood that any relaxations granted by the County comply with provincial regulations and that the County has no authority to grant permits for loads over the legal load limits pursuant to the Commercial Vehicle Dimensions and Weight Regulations (Alberta Regulation 315/2002).

6. **SECURITY**

(a) The County may require that the Company post security for repairs and dust control that are required by paragraph 8(c) below, in an amount to be specified by the County.

(b) If the County requires that the Company post security, the Company shall not haul goods, equipment or materials on the Roads forming the Haul Route until:

(i) it has delivered to the County the security required (in the form of an unconditional and irrevocable blanket letter of credit in the amount of $50,000 for the current year, expiring not earlier than December 31st of the current year); or

(ii) a certified cheque or letter of credit in the amount of $10,000, on a per-move basis or commodity move basis. The certified cheque shall be held for the duration of the move and, if no repairs are required, shall be returned upon the satisfactory post-inspection; and

(iii) a pre-inspection pursuant to 7(a)(i) has been completed.
7. INSPECTIONS

(a) Inspections of the Roads identified within this agreement shall be carried out by the County as follows:

(i) Pre-inspection prior to use of the Roads (as per Schedule "B"); and
(ii) Mid-inspection during the haul or move (as per Schedule "B2"); and
(iii) Post-inspection following completion of use of the Roads (as per Schedule "C").

(b) Mid-inspections shall generally occur twice per day during major haul activity and once per day during days of minor haul activity.

(c) The Company will have the ability to view any inspections as recorded at Roadata.com and using assigned login information, provided by Roadata Services.

(d) Inspection fees shall be paid by the Company to the County as required by County policy.

8. OTHER TERMS AND CONDITIONS

The following terms and conditions shall apply at all times during the term of this Agreement:

(a) Restriction on Use
The County reserves the right to determine the hours during which goods, vehicles and equipment may be moved on the Roads covered by this Agreement, and may temporarily suspend approvals under this Agreement if, in the opinion of the County, acting reasonably, the prevailing weather conditions, or emergencies warrant such suspension.

(b) Maintenance
If required by the County, the Company shall provide, at its sole expense, all equipment, materials and labour required to maintain the road surface in the same condition it was immediately prior to the use of the Road for the Haul Route.

(c) Damages
(i) The Company shall be liable at all times for the repair, to the satisfaction of the County, of any damage to the Roads caused by the Company's use. Any repairs undertaken shall restore the road surface to the same condition it was in immediately prior to the use of the Road for the Haul Route. The Company shall, providing that the weather and weather-related conditions permit, complete these repairs within five (5) business days of being notified by the County of the need for such repairs.

(ii) In the event the Company is prevented by the weather or weather-related conditions from completing the repairs required by the County, pursuant to that specified in 8(c)(i) above, within five (5) business days, the County, acting reasonably, may specify a further period of time within which the Company must complete such repairs.

(d) In the event that the Company fails to complete the repairs required by the County, pursuant to paragraph 8(c)(i) or (ii) above, the County may draw upon the security to effect the repairs in accordance with the provisions set out in Schedule "D". In the event that the security is not sufficient to cover the cost of repairs, or if no security was posted, the Company shall be liable to the County for all reasonable costs (including legal cost on a solicitor and own client basis) incurred by the County in
repairing the roads to the same condition they were in immediately prior to use by the Company for the Haul Route and recovering the costs of such repairs. The Company shall have a right to details of all expenses incurred by the County.

(e) **Emergencies**
   The County may, in emergency situations, and acting reasonably, and without giving any notice to the Company as required elsewhere in this Agreement, take immediate and all action necessary to complete repairs to the Roads that the County deems necessary for public safety.

(f) The Company may, in emergency situations, and acting reasonably, and without giving any notice to the County as required elsewhere in this Agreement, take immediate and all action necessary to move vehicles and equipment on the Roads that the Company deems necessary for public safety or to preserve the environment.

(g) **Notification**
   The County and the Company shall provide notification to each other of any action taken under 8(c), (e) and (f) above as soon as is reasonably practicable.

(h) **Indemnity**
   The Company shall indemnify the County against all actions, proceedings, claims, demands and costs suffered by the County to the extent that they are directly or indirectly attributable to damage caused by the Company, its employees, agents, contractors or subcontractors to the Roads.

(i) **Force Majeure**
   No party shall be deemed to be in default with respect to non-performance if due to strikes, lockouts, fire, tempest or acts of God or the Queen's enemies, or any other cause (whether similar or dissimilar to those enumerated) beyond its control; but lack of finances shall in no event be deemed to be a cause beyond a party's control.

(j) **Dust Control**
   The Company shall provide dust control on the Roads in the manner provided in Schedule “A” of this agreement.

(k) **Undeveloped road allowance or Sub standard road**
   A separate agreement must be in place before use of an undeveloped road allowance or substandard road for a Haul Route can commence.

9. **NOTICES**

All notices required to be given under the terms of this Agreement, shall be in writing and may be mailed or electronically transmitted, addressed to the parties as follows:

**County:**
Mountain View County
Attention: Jessica Hammer, Operational Services
1408 Township Road 320
Postal Bag 100, Didsbury, AB T0M 0W0
Telephone: (403) 335-3311
Fax: (403) 335-9207
E-Mail: roaduse@mviewcounty.com
Either party may, from time to time, change its address for service by giving written notice to the other party. Any notice shall be deemed to have been given and received: if delivered personally, on the day delivered; if sent by registered mail, on the 4th business day following the day it was posted; and if electronically transmitted, at the start of the next regular business day. In the case of postal disruptions, or an anticipated postal disruption, all notices to be given under this Agreement shall be electronically transmitted or delivered by hand.

10. ASSIGNMENT

This Agreement shall not be assigned by either party hereto without the prior written consent of the other party, which consent shall not unreasonably be withheld.

11. WAIVERS

(a) Failure by either party, at any time, to require strict performance by the other party of any provision of this Agreement will in no way affect the first party's rights hereunder to enforce such provision; nor will any waiver by either party of any breach be held to be a waiver of any succeeding breach or waiver of any other provision;

(b) No waiver of any breach of a covenant or provision of this Agreement shall take effect or be binding upon a party unless it is in writing.

12. ENUREMENT

This Agreement shall enure to the benefit of, and be binding upon the County and the Company and their respective heirs, executors, administrators, successors and permitted assigns.

13. Time shall be of the essence of this Agreement.

IN WITNESS WHEREOF the parties hereto have executed and delivered this Agreement as of the date and year first above written.

MOUNTAIN VIEW COUNTY

Per: ____________________________

Per: ____________________________

COMPANY NAME

Per: ____________________________

Per: ____________________________
Schedule “A”
ADDENDUM TO MASTER ROAD USE AGREEMENT

The Schedule “A”, will be acquired through Roadata Services Ltd., it is made pursuant to, and is governed by, the Master Road Use Agreement No. RU18-00 executed between the County and the Company on date , 2018. The following information will be required:

<table>
<thead>
<tr>
<th>Oil Company Name</th>
<th>Oil Company Contact</th>
<th>Trucking Company Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trucking Company Contact</td>
<td>Type of Equipment or Drilling Rig</td>
<td>Number of Loads</td>
</tr>
<tr>
<td>Location From</td>
<td>Location To</td>
<td>Proposed Route</td>
</tr>
<tr>
<td>Moving Schedule</td>
<td>Special Conditions (if any)</td>
<td></td>
</tr>
</tbody>
</table>

Prohibitions, Limitations, Conditions or Restrictions

The provisions under this Schedule “A” shall not override Provincial regulations. The exceeding of legal load limits is not permitted by the County.

APPROVED with the following prohibitions, limitations, conditions or restrictions:

- Maximum % of Axle Weight: Legal
- Escort Car Required: Yes
- Centre of Road Surface Travel: Yes, where possible
- Time of Move: No movement between 10:00 p.m. to 6:00 a.m.
- Dust Control: where required
- Travel Speed: Follow posted speed limit
- Security Required: Blanket Letter of Credit

Schedule “B”
PRE-INSPECTION DOCUMENT

(To be completed by the County through inspection portal at Roadata.com)

Before any Schedule “A” permit will be issued, a Pre-Inspection will be conducted by a Mountain View County designate. The inspector will drive the route while inspecting the overall road surface condition, culverts, approaches, signage, also factoring in weather conditions and road bans. Any inspection fees, as per the County Fee Schedule Bylaw, incurred will be payable by the Company.

Schedule “B”2
MID-INSPECTION DOCUMENT

(To be completed by the County through inspection portal at Roadata.com)

Throughout the duration of the approved Schedule “A” permit, Mountain View County inspector may drive the route up to twice daily to inspect the overall road surface condition, culverts, approaches, signage, also factoring in weather conditions and road bans. Any inspection fees, as per the County Fee Schedule Bylaw, incurred will be payable by the Company.

Schedule “C”
POST INSPECTION DOCUMENT

(To be completed by the County through inspection portal at Roadata.com)

At haul completion, the Schedule “A” permit will be closed after a final Inspection has been completed. Mountain View County inspector will drive the route one final time to ensure that the overall road surface condition is good, and that culverts, approaches and signage are undamaged. The Post Inspection fee and any incurred damages will be the responsibility of the Company. Once the Post Inspection has been verified by Mountain View County, an Invoice will be produced for inspection fees, as per the County Fee Schedule Bylaw, and will be sent by mail to the Company.
Schedule “D”
LETTER OF CREDIT PROCEDURES

The County may draw upon all or part of the irrevocable Blanket Letter of Credit required by this Agreement to complete repairs and to recover all costs (including legal on a solicitor and own client basis) incurred by the County in the event of any one of the following:

1. The Company fails to complete required repairs within five (5) business days of being notified by the County of the need for such repairs.
2. The Company fails to complete repairs to the satisfaction of the County within two (2) business days of being notified by the County of deficiencies in repairs previously required by the County under Item 1 above.
3. Emergency repair work has been completed by the County to rectify damage attributable to the Company in accordance with the provisions of this Agreement.
4. The irrevocable security to be provided by the Company pursuant to this Agreement is due to expire within a period of 30 days and the Company is still operating in the County under the terms of this Agreement, has not provided notification of cancellation of this Agreement and has not deposited a renewal or replacement of such irrevocable security in terms and form acceptable to the County.
5. In the event the Municipality realizes upon the whole or any portion of the security pursuant to this Agreement, the Municipality shall be entitled to take whatever steps as may be necessary to receive for its own account the proceeds thereof, and in the event the Municipality is only entitled to a portion of the said proceeds it shall nevertheless be entitled to hold as security any surplus or balance thereof in such form as it shall determine until all obligations of the Developer arising pursuant to this Agreement or otherwise have been fully satisfied.

Invoking these draw down provisions shall be authorized by the Chief Administrative Officer of the County or his designee who shall make a reasonable attempt to notify the Company prior to, or concurrent with, taking such action. The County may make demands as payee and beneficiary under the security. If the County is required to draw upon the security to cover the cost of repairs, the Company shall be responsible to replenish the security to the original amount before any further permits will be issued. The County shall not charge any administrative fee relating to the holding or draw down of security nor shall it pay interest on the funds held.

DEFAULT BY COMPANY

Upon failure, neglect or refusal of the Company to comply with any notice of defect or default, given in writing to the Company by the County, within 30 days of the delivery of the said notice to the Company, or if the Company fails to adhere to the Completion Date, or the Company commits an act of bankruptcy or a receiver or receiver and manager is appointed in respect of the Company, the County hereby is granted the limited power of attorney on behalf of the Company, and be entitled, but not obligated to take all or any of the following actions:

(i) to remedy or cause to be remedied the defect or default, including necessary design and supervision costs;
(ii) to terminate this Agreement upon 15 days notice in writing to the Company;
(iii) to recover the costs of any action taken by the County pursuant to 1, 2, 3, 4 or 5 above, and any other monies owing to the County by the Company under this Agreement, from the Company by realizing upon the security or by any or all other methods of recovery, or any one of them, deemed advisable or expedient by the County including, but not limited to, any methods of recovery available to the County pursuant to the Municipal Government Act, Chapter m-26, as amended from time to time.
Road Use Procedures

1. All hauls or moves, whether drilling rig moves or all other industry hauls/moves, require a *Blanket Letter of Credit* for the year in the amount of $50,000. A $10,000.00 certified cheque or a letter of credit may be used for security for a one time haul/move if approved by Mountain View County.

2. All drilling rig moves and other moves or hauls as deemed necessary by Mountain View County require a *Road Use Agreement* from Mountain View County, as well as the applicable permits from Roadata. Fees are collected by Roadata.

3. All other hauls/moves require a *Road Use Notification which is covered under the letter of credit boundaries*.

4. Operational Services at the County will either approve or amend the proposed route according to road conditions and then will prepare the agreement and give Roadata the “good to go” for issuing the requested permits. Each move requires a separate agreement. Moving to a location constitutes one move. Moving out of this same location constitutes another move.

5. By making an application for a Master Road Use Agreement, the applicant confirms that the Letter of Credit placed with the County as required by the Master Road Use Agreement shall be available to the County and may be drawn upon by Mountain View County in the event of damage arising from a move/haul which is the subject of either a Master Road Use Agreement or a Road Use Notification by the Applicant.

Equipment Cleaning Requirements Prior to Municipal entry: Mountain View County

Mountain View County requires that any equipment brought in from outside the County be cleaned and free of soil and debris prior to entry. Pressure washing equipment will be adequate to achieve this in most circumstances. If the equipment is coming from a municipality known to be infected with Clubroot, the equipment should be further disinfected to minimize any potential liability concerns. Equipment moving between projects within the County should be free of soil and debris. Movement within the County only requires hand cleaning to remove loose soil and debris unless specified otherwise by the landowner. If Clubroot is found within our municipality, cleaning requirements for movement within the County may change.

It is important to keep in mind that equipment sanitation serves many purposes. Proper sanitation procedures will assist in preventing the spread of invasive species, Clubroot and other soil borne diseases.

Further information on cleaning equipment can be found on Alberta Agricultures Website under the title "Best Management Practices for Disinfecting Farm Machinery and Equipment to Prevent the Spread of Clubroot"

http://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/prm12120

These Requirements apply to everyone involved in transporting equipment. Including but not limited to, Agriculture, Oil and Gas Industry, Utility companies, Private Contractors and Municipal Equipment.
Policy #4015

Policy Title: Policy on Dust Suppression

Policy No.: 4015

Approval: County Council

Effective Date: February 17, 2010
Amended Date: July 18, 2012

Supersedes Policy No.: 4004, 4013

Policy Statement: Mountain View County will provide dust suppression services to residences adjacent to gravel roads in Mountain View County.

Purpose: The purpose of this policy is to establish a process for the provision of dust suppression based on the following principles:

Principles:

1. Mountain View County recognizes the dust created due to increased traffic from all sectors on gravelled County roads.

2. All residents living adjacent to Mountain View County gravel road segments qualify for dust suppression services under the program.

   2.1 When residences are adjacent to a Mountain View County gravel road, dust suppression service will be provided under the cost-sharing program, as per the terms and conditions in the attached “Dust Suppression Agreement”.

   2.2 Community halls, cemeteries and/or churches participating in the Dust Suppression Program may apply to the Rural Community Grant for financial assistance.

   2.3 The Director of Operational Services shall retain the right to authorize dust suppression at roadway intersections or such areas as required for safety purposes.

3. Haul Roads will have dust suppression applied to control the dust. Costs will be assigned to responsible parties, including Mountain View County, as per any bylaws, agreements, or permits.

4. Agricultural-related hauls will be exempt from the dust suppression requirements as outlined in this policy.

End of Policy
Procedure #4015-01

1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada  TOM OW0
T 403.335.3311  F 403.335.9207  Toll Free 1.877.264.9754
www.mountainviewcounty.com

Procedure Title: Dust Suppression
Procedure No.: 4015-01
Approval: CAO
Effective Date: February 17, 2010
Amended Date: July 18, 2012
Amended Date: February 8, 2017
Supersedes Procedure No.: 4004, 4013

1. Definitions

1.1 Haul Road: A haul road is a section of gravelled road where a combined trucking total of more than five (5) loads within a 24-hour period (1 day) or fifteen (15) loads within a week (7 days) of any non-agricultural related hauling is taking place.

1.2 Residence: Permanent residence; does not include second homes, cottages, etc.

1.3 Road Segment: Unique identifier used in Mountain View County’s GIS Program. Road segment is the one mile segment from a Township Road to the next Township Road, or the segment from a Range Road to the next Range Road.

2. Dust Suppression Levels of Service

2.1 When Residences are adjacent to a Mountain View County gravel road:

2.1.1 Dust suppression service will be available under the cost-sharing program as per Clause 4.4;
2.1.2 Refer to Clause 4 for full application process.

2.2 Haul roads will be treated to suppress dust. Costs will be assigned to responsible parties, including Mountain View County, as per any bylaws, agreements or permits.

2.2.1 Water and/or an approved dust suppression product shall be applied to haul roads as often as deemed necessary by Mountain View County.

3. Procedure

3.1 This procedure will apply to gravel haulers, industry or similar operations with the understanding that Clause 4.4 does not apply.

3.2 Approved dust suppression material may be supplied by the applicant or Mountain View County, but will be paid for by the applicant.

3.3 Applicants may provide the approved dust suppression material. Applicants applying materials not normally used by Mountain View County must ensure that the material meets the Alberta Environmental Recommended Standards prior to application.

3.4 Used oil will not be used on Mountain View County roads.
3.5 The dust suppression agent to be supplied by Mountain View County will be determined by the Director of Operational Services.

3.6 Dust suppression shall be performed on the availability of equipment, supplies and personnel; however, every reasonable effort shall be made by Mountain View County to ensure the work is completed in a timely and cost-effective manner.

3.7 The road surface will be properly prepared by Mountain View County prior to, and following the application of, dust suppression material.

3.8 Mountain View County shall provide the cost of the equipment to prepare the road surface prior to, and following the application of the dust suppression agent, normally for a distance of two hundred (200) meters adjacent to the applicant’s residence.

3.9 Mountain View County reserves the right to maintain any treated section of roadway as deemed appropriate by Mountain View County, its employees or agents.

3.10 When conditions of the gravel roadway, in the opinion of Mountain View County, deteriorate to a situation where normal maintenance will not sustain the treated section of roadway, it may be restored to its original gravel condition. When the roadway is to be restored to its original gravel condition, Mountain View County will inform the applicant prior to this work being done.

3.11 Mountain View County is responsible for applying water and/or dust suppression product as often as is necessary to provide dust suppression on roads over which it is hauling gravel or other commodities.

3.12 This program does not apply to private or lease roads or other roads not under the jurisdiction of Mountain View County.

3.13 This program does not apply to internal multi-parcel residential subdivision roads, nor does it apply to commercial and industrial applicants.

3.14 Private contractors, when hauling under the definition of a haul road, will enter into a Road Use Agreement with Mountain View County.

3.14 The fees for dust suppression contained in the Dust Suppression Agreement (attached as Appendix “A” Spring Application and Appendix “B” Summer Application) shall be established annually following evaluation of the most recent dust suppression tender results.

3.15 Those businesses, not under a Road Use Agreement or Development Permit, who are requesting dust suppression as a good neighbour gesture, and where the location is benefiting Mountain View County residences, may receive dust suppression under Clause 4.4 - Cost-Sharing, if approved by the Director of Operations.

4. **Application Process**

4.1 All requests for dust suppression shall be made to the Mountain View County office. The applicant is required to complete a Dust Suppression Agreement prior to the commencement of the program, which may be completed in person, by fax or on the Mountain View County website.

4.2 The first “Spring” application of dust suppression material is normally applied after removing Spring Road Bans, at a rate of 2.0 litres per square metre. A second supplementary “Summer” application of dust suppression material at a rate of 1.0 litres per square metre will be made available during early September each year to areas which have received a first application. Applicants requiring a supplementary application must apply to the County prior to August 15 utilizing the attached Appendix “B”.
4.3 Mountain View County will advertise the dust suppression program prior to April 30th of each year. Applicants will be encouraged to order dust suppression materials early.

4.4 Cost-Sharing for residential dust suppression:

4.4.1 Material ordered by Mountain View County:

4.4.1.1 Mountain View County will estimate the amount of the material required for the project.
4.4.1.2 Payment of material cost is to be made to Mountain View County.
4.4.1.3 Equipment and labour costs will be borne by Mountain View County.
4.4.1.4 Dust suppression material will be ordered when there are sufficient requests to order a full load of material.
4.4.1.5 Invoice/billing will be processed by Mountain View County and mailed to the applicant for payment.

End of Procedure
Mountain View County

2018 Residential Dust Suppression Application (SPRING)
(Please print clearly/legibly and provide all requested information)

Name of Applicant: ________________________________

Mailing Address: ________________________________

Telephone: ________________________________ (Home)

________________________________ (Work/Cell)

Legal Description: ________________________________

Length of Dust Control Requested: ________________ (Metres)

Emergency Rural Address: ________________________________

Please advise if you require a phone call prior to application; OR
Please provide detailed description of where you would like calcium placed:

I/We, the undersigned, hereby make application for a dust suppression treatment (calcium) to be applied on
the municipal road adjacent to my/our residence. I/We, the undersigned, acknowledge and accept the
following terms and conditions related to this service.

1. That a 200-meter section of roadway in front of my/our residence shall be treated with dust
   suppression at a rate of 2 L/m$^2$ for a fee of $650 (plus GST).
2. Should I/we require an excess of 200 meters, I/we will be charged an additional $3.25 per meter
   (plus GST) and I/we will indicate the length required in the space provided above.
3. Mountain View County reserves the right to maintain the treated section of roadway as deemed
   necessary and, further, to return the roadway to its original condition at such time as determined by
   the County, its employees or agents.
4. Either party may cancel this agreement prior to the commencement of dust suppressing, provided
   written notice is provided to the other party.
5. Mountain View County does not guarantee the effectiveness of the dust suppression agent.

______________________________      ______________________________
Signature of Applicant       Date

OFFICE USE ONLY – DO NOT WRITE IN THIS AREA

| 200 metres ($650): | $________ |
| Additional metres ________@ $3.25/meter: | $________ |
| GST: | $________ |
| TOTAL AMOUNT TO INVOICE: | $________ |

Application Deadline: May 18, 2018

Fax No.: (403) 335-9207   Email: ahoward@mvcounty.com
Mountain View County

2018 Residential Dust Suppression Application (SUMMER)
(Please print clearly/legibly and provide all requested information)

Name of Applicant: _______________________________________

Mailing Address: _______________________________________

Telephone: __________________________ (Home)

_______________________ (Work/Cell)

Legal Description: _______________________________________

Length of Dust Control Requested: __________________________ (Metres)

Emergency Rural Address: _______________________________________

Please advise if you require a phone call prior to application; OR
Please provide detailed description of where you would like calcium placed:

________________________________________________________________________

I/We, the undersigned, hereby make application for a dust suppression treatment (calcium) to be applied on the municipal road adjacent to my/our residence. I/We, the undersigned, acknowledge and accept the following terms and conditions related to this service.

1. That a 200-meter section of roadway in front of my/our residence shall be treated with dust suppression at a rate of 1 L/m² for a fee of $325 (plus GST).
2. Should I/we require an excess of 200 meters, I/we will be charged an additional $1.63 per meter (plus GST) and I/we will indicate the length required in the space provided above.
3. Mountain View County reserves the right to maintain the treated section of roadway as deemed necessary and, further, to return the roadway to its original condition at such time as determined by the County, its employees or agents.
4. Either party may cancel this agreement prior to the commencement of dust suppressing, provided written notice is provided to the other party.
5. Mountain View County does not guarantee the effectiveness of the dust suppression agent.

______________________________      ______________________________
Signature of Applicant       Date

OFFICE USE ONLY – DO NOT WRITE IN THIS AREA

200 metres ($325): $___________

Additional metres _________@ $1.63/meter: $___________

GST: $___________

TOTAL AMOUNT TO INVOICE: $___________

Application Deadline: August 15, 2018
Regular Council Meeting

Request for Decision

CAO Services

Date: May 1, 2019

SUBJECT: Information Items

RECOMMENDATION:

That Council receive the following items as information:

a. 20190329 - APWA Letter
b. 20190416 - Olds Institute Letter
c. 20190418 - RMA Contact Newsletter

ALTERNATIVE OPTIONS:

BACKGROUND: Receive as Information

RELEVANT POLICY: N/A

BUDGET IMPLICATIONS: N/A

Attachments ☒ Nil ☐ As per recommendation

PREPARED BY: GE
March 29, 2019

Attention: Honourable Mayors, Members of Council and Chief Administrative Officers

Re: National Public Works Week, May 19-25, 2019 – "It Starts Here"

The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 19-25, 2019 as National Public Works Week in your community. This year’s theme is "It Starts Here."

National Public Works Week is observed each year during the third full week of May and this is the 59th year. The theme for the 2019 National Public Works Week is “It Starts Here.” This theme represents the many facets of modern civilization that grow out of the efforts put forth by the public works professionals across North America. What starts here? Infrastructure starts with public works... Growth and innovation starts with public works... Mobility starts with public works... Security starts with public works... Healthy communities start with public works... The bottom line is that citizens' quality of life starts with public works. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public’s awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to www.publicworks.ca for a digital copy of the proclamation and information about this year’s theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. www.cpwa.net If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Please note that declarations should be forwarded to office@publicworks.ca or by mail to:
APWA Alberta Chapter
44095 Garside Postal Outlet
EDMONTON AB T5V 1N6

Yours truly,

[Signature]

Peter McDowell, APWA President
National Public Works Week

May 19 – 25, 2019

“It Starts Here”

Provincial/Territorial Proclamation (SAMPLE)

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of [insert Province/Territory]; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in [insert Canada -or- Province/Territory] to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2019 marks the 59th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, [Insert Full Name of Premier], [Insert Premier -or- other title] of [Insert Province/Territory], do hereby designate the week May 19 – 25, 2019 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the [Province/Territory] of [Insert Province/Territory] (to be affixed),

DONE at the [City/Town/Rural Municipality] of [Insert City/Town/Rural Municipality], [Insert Province/Territory] this ________ day of ________ 2019.

[Insert Full Name of Premier]

[SEAL]
Celebrate Public Works Week  
May 19-25, 2019  
It Starts Here – Public Works

Proclamation  
Ensure that your Municipality proclaims or recognizes NPWW! See our website for digital copy of proclamation  
www.publicworks.ca

What You Can Do

Environmental Campaign  
Develop a week of activities to improve the community’s environment. Show the many ways public works departments contribute to your community’s environmental health.  
Thought starters:

• Invite garden clubs, civic groups, historic preservation societies, schools and scouting councils to join you in an environmental project, or suggest a project of their own.  
• Organize a tree-planting ceremony, recycling drive, public grounds clean-up or free, safe disposal of oversized items and household hazardous wastes.  
• Launch a campaign to solicit organizations to adopt a highway or public park.

Public Works Exhibit  
Create an exhibit to spotlight your organization’s recent successes and emphasize how they benefit all citizens. Arrange to display your exhibit at libraries, community centers and shopping malls. You may be able to take advantage of a captive audience by exhibiting at a scheduled community event.  
Thought starters:

• Feature public works equipment, display photos of facilities and provide information on upcoming public works projects.  
• Show a film or video of public works in action.  
• When practical, have a representative from various departments staff the exhibit to answer questions and provide information.

Rodeo/Equipment Shop  
Display equipment your department uses in day-to-day operations. Give public works employees the opportunity to show the skill required to operate public works equipment.  
Thought starters:

• Select a location with high visibility such as a parking lot, city park, or public gathering place. Allow adequate time to research and reserve a location.  
• Invite elected officials to participate in an activity during the event.  
• Sponsor a regional contest and challenge other municipalities to a test of skills necessary to operate a backhoe, garbage pickup, forklift and lawn tractor.  
• Emphasize safety; highlight the cost-effective measures and unique features of your equipment and vehicles.  
• Have representatives from various departments show equipment and answer questions.
Open House or Tour
An open house or tour offers participants a new perspective on public works and gives professionals an opportunity to discuss the daily operation at their facility. It also is a good time to gather community members opinions of public works projects and services.

Thought starters:

- Plan the open house in conjunction with a dedication ceremony, an anniversary, or a celebration of a completed project.
- Select employees to serve as ambassadors or tour guides.
- Provide a forum for citizens to learn about various departments and their functions.
- Develop a survey to gather attendees' opinions about a public works project or service of importance to your organization.

Employee Appreciation Day
Acknowledge the many accomplishments public works employees contribute throughout the year with a special recognition event.

Thought starters:

- Sponsor a banquet to recognize outstanding performance, special achievements, safety records and attendance. Award honourees with a gift registration to a seminar, an engraved plaque, a special proclamation or a cash award.
- Include family members of honourees.
- Invite elected officials.
- Hold your event in a public works facility. For example, host a barbecue in an equipment garage.

Sporting Event
Healthy people are happy people. Promote healthful living by sponsoring a sporting event.

Thought starters:

- Plan the route of a race to end at a facility or project you believe deserves attention.
- Sponsor a golf tournament and arrange for the proceeds to be dedicated to a public works project, such as the purchase of playground equipment in a community park.
- Sponsor a public works night at an organized or professional sporting event. Arrange for a message about public works to be announced during the game.

For further information see our website: www.publicworks.ca
Or contact Jeannette Austin
Executive Director
admin@publicworks.ca
April 16, 2019

Letter to Members - Notice of Annual General Meeting 2019

Dear Member,

On behalf of the Olds Institute for Community & Regional Development, I am pleased to invite you to the Annual General Meeting & BBQ, to be held on Tuesday, May 7, 2019, at the Faculty Center, Olds College at 6pm.

At the Annual General Meeting, you will have the opportunity to hear what we have achieved, as well as the goals we have set for ourselves for the future and our strategy for achieving them. Enclosed, please find this year’s agenda.

Please confirm your attendance by Friday, May 3rd, via email to admin@oldsinstitute.com. Members who are unable to attend the AGM and wish to vote on the acceptance of the annual report may appoint a proxy to vote on their behalf. To do so, return the enclosed proxy form via email to mthomson@oldsinstitute.com. The proxy form must be received by Olds Institute no less than 24 hours before the starting time of the meeting.

Yours sincerely,

Mitch Thomson, Executive Director

A Community Economic Development organization connecting people with purpose, creating a healthy, inspired, entrepreneurial community.

#1, 5102 – 51 Street • P.O. Box 4210 • Olds, Alberta • T4H 1P8 • P: 403.556.1105 • oldsinstitute.com
Annual General Meeting
Faculty Center, Olds College
Tuesday, May 7, 2019
6:00 PM

1. Agenda Adoption

2. Minute Adoption
   a. Proposed motion: To accept the minutes of the April 30, 2018 Annual General Meeting.

3. Chairman’s Report – Bill Hall
   a. Proposed motion: To accept the chairman’s report as presented.

4. Financial Statement – Bill Hall to introduce Doug Slade
   a. Proposed Motion: To accept and approve the 2018 financial statements as presented by Doug Slade

5. Auditor Appointment – Bill Hall

6. Election of Public Members
   a. Everett Page
   b. TBD
      (Based on our bylaws additional directors can be elected but are not required.)

7. Executive Directors Comments – Mitch Thomson

8. Adjournment
PROXY FORM

I, the undersigned, [name]______________________________, hereby assigns

g______________

[insert name of proxy]

to vote on my behalf at the May 7, 2019 Annual General Meeting of the Olds Institute Board of Directors.

The proxy holder is instructed or limited in the following ways:

[Itemize any special instructions or requirements]

.
.
.

________________________

[signature of member assigning the proxy]

________________________

[signature of proxy-holder]

The appointed proxy-holder must submit this form to Executive Director, prior to the commencement of the Annual General Meeting on May 7, 2019.
Minutes of the Olds Institute for Community & Regional Development Annual General Meeting – Monday, April 30, 2018 Olds Regional Exhibition Cow Palace Foyer

PRIOR TO APPROVAL

In Attendance:  
Cody Becker  
Bill Hall  
Michael Merritt  
Dan Daley  
Mitch Thomson  
Brett Muzychka  
Tami Gardner  
Doug Martinson  
Mary Turner  
Patti Simoneau

Regrets:  
Greg McIntyre  
Ben Stone  
Maureen Easton

Members Attending:  
Everett Page  
Harvey Walsh  
Caroline Bodmer  
Larry Wright  
Hugh Bodmer  
Bev Toews  
Jim Barbour

Guests  
Mayor Michael Muzychka  
Councillor Mary Jane Harper  
Councillor Wanda Blatz  
Councillor Heather Ryan  
Councillor Debbie Bennett  
Councillor Mary Anne Overwater

Recording:  
Debra Martens

1.0 Call to Order: Chairman Bill Hall called the meeting to order at 6:08 pm.

2.0 Agenda Approval:

MOTION: Moved by Cody Becker to accept the Olds Institute for Community & Regional Development AGM agenda for April 30, 2018. Carried.

3.0 Minute Adoption:

MOTION: Moved by Dan Daley to accept the minutes from the Olds Institute for Community & Regional Development May 16, 2017, Annual General Meeting. Carried.

4.0 Reports

4.1 Chairman’s Report: Chairman Bill Hall reviewed his report

4.2 Operational Report: Mitch Thomson reviewed the operations and activities of the Olds Institute volunteers and staff for 2017-2018, and answered questions from Board Members, Members, and guests.

MOTION: Moved by Mary Turner to accept the Chairman and Executive Director reports as information. Carried

MOTION: Moved by Dan Daley/Jim Barbour to accept the financial statements for the year ending December 31, 2017.
Carried

MOTION: Moved by Mary Turner/Caroline Bodmer to appoint Chapman and Associates as our auditors for 2018.

6.0 Election of Public Members: Cody Becker nominated Brett Muzychka as a Public Director. Brett Muzychka accepted the nomination. A call for nominations was issued from the floor three times and there being no further nominations, nominations were closed.

It was declared that Brett Muzychka was elected by acclamation as a Public Director.

Executive positions will be discussed at the next regular Board meeting.

7.0 Adjournment: Meeting adjourned at 7:31 pm.
RMA Congratulates New Provincial Government

Alberta’s 2019 provincial election is now complete. RMA would like to congratulate the United Conservative Party and Premier-designate Jason Kenney on their majority government.

RMA looks forward to the opportunity to work with a new government and a new Cabinet to support strong, vibrant rural communities. 
Learn more...

MEMBER BULLETINS

Member bulletins are posted to RMAAlberta.com regularly each week. Below is a list of all the member bulletins compiled from the past week.

Municipal Tool for Wind Energy Placement

The Miistakis Institute, with support from the RMA and other key stakeholders, has developed the Least Conflict Lands: Municipal Decision Support Tool for Siting Renewable Energy.

Learn more...
ANNOUNCEMENTS

Mobilizing the Village Workshops

Do you want to become a more effective community builder? RhPAP is hosting two face-to-face workshops aimed at emerging and seasoned leaders. The first session will be on May 7 in the Town of Beaverlodge and the second will be on May 9 in the Town of Three Hills.

Participants will be able to apply what they learn in their own organizations and communities in order to mobilize and leverage existing assets.

Register or find out more here!

IN THE NEWS

- Alberta Election 2019: Nine things the UCP has promised Albertans
- Some races too close to call on election night - Advance poll ballots to decide whether NDP sweep Edmonton
- Edmonton region, northern Alberta embraces UCP candidates
- Opinion: Registry-agent services under threat by rising costs
- Warning: Roads ahead of you are much worse than they appear
- Canada’s building code is getting a climate change rewrite. Is your home ready? Increased flooding, wildfires and storms mean tough new rules take effect in 2025

UPCOMING EVENTS

June 7, 2019
RMA Charity Golf Tournament
- Whitecourt
Deadline to register to May 24

LOOKING FOR INFORMATION FROM A PREVIOUS ISSUE?

View our Contact newsletter archive or our member bulletin archive.

Learn more about the key issues facing rural Alberta by reading our position statements.
Click the link above to check out our launch video for the Rural Municipalities of Alberta!

Our mailing address is:
2510 Sparrow Drive
Nisku, AB  T9E 8N5

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