AGENDA
CAMROSE COUNTY COUNCIL MEETING
TUESDAY, NOVEMBER 24, 2015
COMMENCING AT 9:30 A.M.

******************************************************************************

APPOINTMENTS
10:00 am - Public Hearing - Road Closure Bylaw 1364 - Pt Road Plan 1181T within RL 27-46-21-W4

Page
1. CALL TO ORDER
2. OPENING PRAYER
   2.1 Pastor Ted Wigglesworth, Fridhem Baptist Church
3. AGENDA
4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS(S)
   4.1 Council Meeting - November 10, 2015
5. COMMITTEE OF THE WHOLE/PUBLIC FORUM
6. BUSINESS ARISING FROM THE MINUTES
7. ADMINISTRATOR’S REPORT
   7.1 Administrator's Report
   7.2 Bank Reconciliation Report
8. CORPORATE SERVICES MANAGER’S REPORT
9. PUBLIC WORKS MANAGER’S REPORT
   9.1 2016 Gravel Haul Fleet Recommendation
10. PROTECTIVE SERVICES REPORT
    10.1 Speed Limit Bylaw #1367
    10.2 Municipal Emergency Management Bylaw #1365
11. ASSESSMENT SERVICES REPORT
    11.1 2015 Tax Sale Reserve Bids
    11.2 299 & 300 Access To Assessment Records
12. NEW/UNFINISHED BUSINESS
    12.1 10:00 a.m. Public Hearing - Road Closure Bylaw 1364 - Part of Road Plan 1181T within RL 27-46-21-W4
    12.2 Virtual Service: Electronic Access to Documents
    12.3 Dimestore Fisherman Proposal
    12.4 Research Project
    12.5 Emerging Trends Workshop
13. Reeve’s Report
    13.1 Reeve’s Report

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14. OTHER COMMITTEE REPORTS

14.1. Building and Planning Committee
14.2. C.D.S.S. Representatives' Report
14.3. West Dried Meat Lake Regional
14.4. Camrose Regional Landfill
14.5. Pelican Point Park Committee
14.6. Personnel & Labour Relations Committee
14.7. Recreation Committee
14.8. Camrose and Area Lodge Authority
14.9. Emergency Management Committee
14.10. Budget Committee
14.11. Parkland Library Committee
14.12. Camrose Regional Exhibition
14.13. Standing Committee to Investigate Complaints
14.15. Bashaw Seed Cleaning Plant
14.16. Hwy 12/21 Regional Water Commission
14.17. Shirley McClellan Regional Water Service Commission
14.18. Capital Regional Southwest Water Service Commission
14.19. Health and Safety Committee
   Health & Safety Committee Minutes - Nov. 16, 2015
14.20. City/County Inter Municipal Development Committee
14.21. Buffalo Lake Inter Municipal Development Plan
14.22. Buffalo Lake Management Team
14.23. Tourism Camrose
14.24. Regional Emergency Management Services Steering Committee
14.25. Physician Recruitment and Retention Committee

15. COUNCIL MEMBER REPORTS

16. INFORMATION

   b) Battle River Power Coop - October 2015
   c) cornerstone - Celebrating Philanthropy at the University of Alberta
   d) Certificate of Appreciation - CAFCL Charity Auction 2015

17. IN-CAMERA (if necessary)

18. NEXT MEETING DATE(S):

18.1 LUB & MDP Open House - November 25 @ 6:30 pm
    ASB Meeting - November 26 @ 9:00 am
    MPC Meeting - December 8 @ 8:00 am
    Council Meeting - December 8 @ 9:30 am
    Staff/Council Breakfast - December 18 @ 7:00 am
19. ADJOURNMENT - Indicating Time and Number of Members Present
CALL TO ORDER

Reeve Gregorwich called the meeting to order at 9:35 am.

OPENING PRAYER

Councillor Lyseng opened the meeting with Prayer.

AGENDA

#373/15  B. WILLOUGHBY - That the Agenda be approved with the following additions
13.2 Camrose County Living Heritage Program
17.1 Legal

CARRIED.

ADOPTION OF MINUTES OF PREVIOUS MEETINGS(S)

Council Organizational Meeting Minutes - October 27, 2015

#374/15  J. LYLE - That the minutes from the Council Organizational Meeting held October 27, 2015 be approved as presented.

CARRIED.

Council Meeting Minutes - October 27, 2015

#375/15  D. LYSENG - That the minutes from the Council Meeting held October 27, 2015 be approved as presented.

CARRIED.

COMMITTEE OF THE WHOLE/PUBLIC FORUM

There was no Committee of the Whole/Public Forum.

BUSINESS ARISING FROM THE MINUTES

There was no Business Arising from the Minutes.

ADMINISTRATOR'S REPORT

Administrator's Report

P. King reviewed the Administrator's report for October 23 - November 4, 2015.

#376/15  G. GILLESPIE - That the Administrator's report for the period ending November 04, 2105 be accepted as information.

CARRIED.
Councillor Fee Sheets

#377/15 G. GILLESPIE - That the Councillor Fee Sheets for the months of May, June, July and August 2015 be approved as presented.
AGD - 2054
CARRIED.

Cheque Registers

#378/15 K. KRAUSE - That the Cheque Register for cheques 20152132 through 20152328 inclusive for the month of October be accepted as presented.
AGD - 2055
CARRIED.

CORPORATE SERVICES MANAGER'S REPORT

Corporate Services Manager's Report

T. Gratrix reviewed the Corporate Services Manager's Report for October, 2015.

#379/15 G. GILLESPIE - That the Corporate Services Manager's Report for the month of October, 2015 be accepted as information.
CARRIED.

PUBLIC WORKS MANAGER'S REPORT

Public Works Manager's Report

G. Backus reviewed the Public Works Manager's Report for October, 2015.

#380/15 B. WILLOUGHBY - That the Public Works Manager's Report of the month of October 2015 be accepted as information.
CARRIED.

2016 Motor Grader Tender

G. Backus reviewed the tenders received for the purchase of the 2016 Motor Graders.

#381/15 D. LYSENG - That Camrose County purchase (2) 2016 - 872GP all-wheel drive graders from Brant Tractor, Edmonton at the submitted tender price including the full machine warranty F.O.B. Machine, and the purchase and installation of a (2) new B.E.S.L. mast less hydraulic wings, for the total price of Seven Hundred and Sixty Nine Thousand Dollars ($769,000.00) plus G.S.T. with funding to come under the 2016 capital budget.
AGD - 2052
CARRIED.

#382/15 J. LYLE - That Camrose County either tender, send to auction or utilize the Guaranteed Trade Value for both the 2011 John Deere - 870GP Unit GO 198 Serial No. DW870GPVA0633953 and the 2011 John Deere - 870GP Unit GO 199 Serial No. DW870GPPJA0634095 upon delivery of the New 2016 Graders whichever is in the best interest of Camrose County.
CARRIED.

ASSESSMENT SERVICES REPORT

There was no Assessment Services Report.
Reeve D. Gregorwich opened the Public Hearing at 10:07 am.

No one joined the Public Hearing.


A written submission was received from Alberta Transportation

No verbal submissions were received.

Reeve D. Gregorwich closed the Public Hearing at 10:10 am.

#383/15
B. WILLOUGHBY - That Council give Second Reading to Bylaw 1363 to close 9.61 acres of Municipal Reserve (MR) on Lot 2MR, Block 1, Plan 132-3928 (NE 17-46-19-W4), in the Millang Subdivision as shown in Schedule A for the purpose of industrial subdivision.

CARRIED.

#384/15
J. LYLE - That Council give Third Reading to Bylaw 1363 to close 9.61 acres of Municipal Reserve (MR) on Lot 2MR, Block 1, Plan 132-3928 (NE 17-46-19-W4), in the Millang Subdivision as shown in Schedule A for the purpose of industrial subdivision.

CARRIED.

Road Closure Bylaw 1366 - Pt. Road Plan 1026HW within 21-43-18-W4

A. Howard reviewed the Road Closure By-law 1366 to close Pt Road Plan 1026HW within Section 21-43-18-W4.

#385/15
D. LYSENG - That Council give First Reading to Bylaw 1366 to close all that portion of Road Plan 1026HW within Section 21 Township 43 Range 18 West of the Fourth Meridian lying east of the east boundary of a production line of Road Plan 4993KS.

CARRIED.

City of Camrose Bylaw 2866-15

A. Howard reported the City of Camrose is considering a new By-law that will eliminate the need for servicing in the northeast portion of the City.

#386/15
J. LYLE - That Camrose County submit a letter of concern to the City about the impacts this could have on the IDP, the Capital Cost Contribution Study, future growth in the County towards the northeast and potential to adopt similar bylaws for other regions of the City and the impact on adjacent County lands and further that Camrose County request that the Camrose Intermunicipal Committee meet to discuss this change and the ramifications of the IDP and other planning documents.

CARRIED.

Letter of Support Bawlf School Outdoor Recreation Facility Project

P. King reported we are in receipt of a request from the fundraising committee at Bawlf School for a letter of support from Camrose County for
Council, November 10, 2015

their Community Facility Enhancement Program grant application for the construction of outdoor recreational areas at the new school.

#387/15 B. WILLOUGHBY - That Camrose County Council provide a letter of support to the Bawlf School Fundraising Committee for their CFIP Grant application in support of the provision of an Outdoor Recreation Facility at the Bawlf School

CARRIED.

PROTECTIVE SERVICES REPORT

Protective Services Manager’s Report

The Protective Services Manager’s report for October, 2015 was distributed.

#388/15 K. KRAUSE - That the Protective Services Managers Report for the month of October, 2015 be accepted as information.

CARRIED.

REEVE’S REPORT

Reeve’s Report

Reeve's Report for October 28 to November 10, 2015

• 30 October - sign cheques, greetings to Seniors Day at Camrose United Church; meet with Will Davies & Marilyn Nordin re: Awards Night signs
• 31 October - meet with resident re: drainage issue, culvert installation

Phone calls & emails re:
Shirley McClellan withdrawal, RR200 petition, Aberhart paving, subdivision process, Bull Congress support, request for funding support letter (see agenda item), development permit, Nature Center history for Rosalind History Book, Living Heritage presentation, drainage between neighbours

#389/15 G. GILLESPIE - That the Reeve's report for the period October 28 to November 10, 2015 be accepted as information.

CARRIED.

Camrose County Living Heritage Program

D. Gregorwich reviewed on the proposed County Living Heritage Program for Camrose County.

#390/15 D. LYSENG - That Camrose County send out a news release inviting people to a meeting to discuss the concept and beginning to list assets with Camrose County for a Camrose County Living Heritage Program.

CARRIED.

OTHER COMMITTEE REPORTS

West Dried Meat Lake Regional

Minutes

P. King reviewed the West Dried Meat Lake Regional Landfill meeting minutes.

#391/15 K. KRAUSE - That Camrose County support motion 41/15 from the West Dried Meat Lake Regional Landfill Authority meeting minutes as follows:
"that we (the West Dried Meat Lake Regional Landfill Authority) continue operating as an Authority with the current agreement"
updated following approval from Individual Councils representing WDMLRL in favor of this motion.

of the West Dried Meat Lake Regional Landfill Authority.

CARRIED.

Parkland Regional Library Budget and Requisition

K. Krause reported on the Parkland Regional Library meeting he attended.

#392/15 K. KRAUSE That the per capita allotment and rural service
2062 distributions for the Parkland Library with regards to the 2016
budget be:
Bashaw Municipal - 1228
Bawlf Public - 1008
Camrose Public - 4140
Edberg Public - 400
Hay Lakes Public - 1228
total 8004 as per the 2011 Census.

CARRIED.

#393/15 K. KRAUSE - That Camrose County approve the Parkland Regional
Library 2016 Municipal Requisition of $7.88 per capita with a total
requisition of $63,071.52.

CARRIED.

Camrose Regional Exhibition

K. Krause reported on the Camrose Regional Exhibition meeting he
attended.

Bashaw Seed Cleaning Plant

J. Lyle reported on the Bashaw Seed Cleaning Plant meeting he attended.

Hwy 12/21 Regional Water Commission

2016 Budget

J. Lyle reported on the Hwy 12/21 Regional Water Services Commission
meeting.

#394/15 J. LYLE - That Camrose County advise the 12/21 Water Services
Commission that the County has no comments regarding the 2016
Budget proposal.

CARRIED.

Shirley McClellan Regional Water Service Commission

SMRWSC Minutes

The minutes from the Shirley McClellan Regional Water Services
Commission were distributed.

Health and Safety Committee

D. Lyseng reported the next Health and Safety meeting is scheduled for
November 16.
K. Krause reported he attended the following:
- CRE meeting
- Hwy 12/21 Water Services Commission meeting
- Retirement lunch for Grader Operator

G. Gillespie reported he attended the following:
- Budget meeting
- MPC meeting
- Ratepayer calls

D. Lyseng reported he attended the following:
- Bus Driver concerns with bus garage in Hay Lakes

B. Willoughby reported he attended the following:
- Council meeting
- Budget meeting
- Ratepayer calls

J. Lyle reported he attended the following:
- Ratepayer calls
- Bashaw Seed Cleaning Plant meeting
- Hwy 12/21 Water Commission meeting

INFORMATION
a) RV West
b) Municipal World
c) City of Camrose 2015-2016 City Council Appointments
d) Alberta Environment - AAMDC Convention
e) County of Wetaskiwin - Information Bulletin - County provides funding
to Wetaskiwin Transit
f) Camrose Chamber of Commerce Trade Winds

IN-CAMERA (if necessary)
The meeting recessed at 11:25 am - 11:30 am (5 Councillors Present)

Councillor Krause did not return to the meeting.

#395/15  D. LYSENG - That Council recess to allow In-Camera to convene, with all persons except Council and County Administrator King being excluded from the meeting to discuss the following items:
(11:30 am - 5 Councillors Present)
a) Legal

CARRIED.

#396/15  G. GILLESPIE - That In-Camera adjourn (11:50 am - 5 Councillors Present)

CARRIED.
Council, November 10, 2015

#397/15  G. GILLESPIE - That Camrose County send a letter to the Shirley McClellan Regional Water Services Commission, (SMRWSC) reiterating that the terms and conditions for the withdrawal of Camrose County from the SMRWSC are still as follows, and that the Camrose County representatives on the SMRWSC be directed to attend the next SMRWSC Board meeting to explain the County's reasoning for this position:

- The date of the withdrawal to be effective December 31, 2016
- Camrose County will be responsible for payment of the proportionate share of board and manager costs for 2015 and 2016
- Camrose County will be responsible for payment of its proportionate share of debenture for 2015 and will have no further obligation for debenture payments
- Camrose County will forego any and all claims to equity in the SMRWSC
- Camrose County will forego any and all claim to 624,554 cubic meters per year water allocation
- Camrose County will forego any claim or expectation for the SMRWSC to provide water service to the Camrose County
- Camrose County will not continue to participate in and hold a seat on the board effective immediately
- Camrose County will grant SMRWSC permission to locate waterline infrastructure within county road right of ways as is required by the Commission in order to route a water transmission line to provide water service to either or both of the Villages of Bawlf and Rosalind.

CARRIED.

#398/15  G. GILLESPIE - That Councillor T. Miller be excused from today's Council meeting.

CARRIED.

NEXT MEETING DATE(S):

Remembrance Day Services - November 11, 2015
Health & Safety Committee Meeting - November 16 @ 9:00 am
AAMDC Convention - November 17-19
Council Meeting, November 24 @ 9:30 am
ASB Meeting - November 26, 2015 @ 9:00 am

ADJOURNMENT - Indicating Time and Number of Members Present

The meeting adjourned at 11:57 am. (5 Councillors Present)
Administrators Report

November 5 – November 20, 2015

County Business:
  Follow-up on issues from Council meeting November 10 Parkland Library,
  Ratepayer concerns and issues: subdivision, road closure

Correspondence:
  SMRWSC response to counter proposal
  12/21 Water Commission Budget and supporting documentation

Finance:
  AAMDC Provincial Budget Review

Administration:
  Policy review, staff and education policies
  SMRWSC response to terms and conditions reviewed
  Personnel interview for Seed Plant Manager
  Fire Agreement negotiation ongoing

Meetings/Follow-up:
  Meeting with Finning Canada
  Inter-municipal Committee: Notification and issues surrounding developments that do not require city services
  Flagstaff County re: Hamlets and issues that need to be addressed following dissolution
  AAMDC Convention (see attached report)

Other Miscellaneous Activities:

Reminders:
  Time Sheets/Expense Claims

Respectfully submitted, Paul King, CAO
Reeve’s and Administrators Meeting:

Issues raised from the membership

a. Traffic enforcement, excessive speed concerns, particularly dealing with charges of 50 km over the limit. Discussion on use of enhanced policing to curb. (hiring RCMP)
b. Deregulation of Coal Fired Power Plants, concerns over the acceleration of the program as announced by the Premier particularly when alternative greener options are not currently producing adequately. Looking to go to gas fired, wind and solar. Worry is that the additional cost associated with these systems will be passed onto the consumer.
c. Linear Taxation, nothing will arbitrarily be done, will be a lengthy consultation on the potential outcomes, municipalities are encouraged to identify linear expenses in the budget, particularly those portions that are shared with our urban neighbors as well as the linear portion of the education tax should adjustments be made that education tax will still be required of municipalities. In our case linear pays $1,445,362.94 or 40.45% of our education requisition.

Where it all Starts: Building Rural Dialogue (Informal reception with MLAs)

Opportunity to have discussions around policing, power generation, linear tax concerns and roads with MLA Ms. Christina Gray Edmonton-Mill Woods, Bruce Hinkley Wetaskiwin – Camrose

Honorable Danielle Larivee, Minister Municipal Affairs

Highlights: MSI will be maintained and increase 100 million, STIP grants funded in 2017-18 budget, Province has a 9 billion Capital Infrastructure Plan, working towards a more diversified economy.

Topics discussed in detail:

a. MGA tabled in spring of 2016, consultation throughout 2016 ready for 2017 election
b. Linear Assessment, committed to keeping rural Alberta sustainable, will not reduce as to compromise viability and service to ratepayers
c. Growth Management Boards, will be legislated around major urban areas

Presentation by Municipal Climate Change Action Center (MCCAC)

Provides technical assistance, expertise, and funding programs to support Alberta municipalities in reducing their greenhouse gas emissions and improving energy efficiency.

TAME+

Taking Action to Manage Energy (TAME+) program provides tools and funding to help municipalities understand how energy is used in their buildings, identify key savings opportunities, and implement retrofit projects. Up to $100,000 is available per municipality to upgrade the energy efficiency of their buildings.

Concerns lie around payback rates/technology is at time confusing/interconnection of technology/paperwork and the commercialization of technologies.

Honorable Deron Bilous, Minister of Economic Development and Trade

Highlights: Department deals with markets, investment, trade negotiations, research funding for innovation 50 million over 2 years will be allocated and promotions.

Topics discussed in detail:

a. STEP Program is funded in 2016 and open now to small business as well
b. Debt ceiling for the ATB has been increased to allow for venture capital to start-up companies and expansion.
c. Job incentive program for small business as 95% of business in Alberta is small business which accounts for 25% of GDP and 35% of employment.

Meeting with Municipal Affairs Grants Division
Topics:
  a. MSI Capital negotiating on extending beyond 2017
  b. Project coordination, multiple project decision making tools
  c. ACP grants eligibility, now an application process not first come first served, projects up to a maximum of $350,000 and two projects managed per partner. Capital still eligible
  d. MSI Operating application process, options for partial applications throughout the year
  e. FGTF

Strengthening Ties: AAMDC Advocacy and the New Provincial Government – CAO Session
Led by IMPACT Consulting contracted to AAMDC
NDP Government has and will continue to follow through on election promises
Focus is on families, workers, jobs, communities and environmental issues
The government is not ignoring us they just look at thing differently.
When the NDP does a news release they include statements from key non-government stakeholder which tends to give the releases more validity
Members are not keen on meeting with executives and top management, want to meet with workers and end users of the programs
Currently government is centralized in the Primers office, this should change over time
Departments and beuracrats are being relied upon to develop policy and feed it back up to the cactus
Chiefs of Staff for many of the Ministries are from outside the Province and therefore are not familiar with or aware of the Alberta perspective, municipalities are encouraged to meet with and inform representatives
ADMs are making policy they can be engaged with and are willing to accept input.
Provincial Decisions are being made by Committee not Ministers primarily, Treasury Board Committee, Economic Policy Committee, Social Policy Committee, Legislative Review Committee and Caucus Policy Committee which is the on the ground committee for the development of policy.

NDP Values:
To remove societal inequalities, focus on social justice
Sustainable economic development, job creation and workers rights
Gender equality
Strong connection to the National NDP party and policies
Believe there is a limit in a free market economy when it comes to health care, education and the environment

Current Policy Priorities:
Energy, the environment and renewables
Diversification and renewables for that diversification
Fairness and safety for workers
Municipal funding and regional collaboration
Infrastructure and maintenance are priorities

How to Communicate with Social Government
Needs to be a clear ask, how does it serve workers, families and community, valuables gained to industry need to be on the backend.
Align requests with one of the specific election platforms  
Participate in consultations  
Build relationships with Ministers and MLAs  
Collaboration with neighbors, partner with community organizations and not for profits.  
Emphasis on rural municipalities as community builders  
Identify common interests with new government e.g. FCSS  
Identify key rural MLAs from all parties to act as rural advocates, relationship building with all parties and provide information and knowledge base to all parties.  

NDP is EXCEPTIONALLY ASPIRATIONAL

Resolutions: All but 2 passed

Keynote Speaker Brent Butt: entertaining

Provincial Opposition Leaders Forum  
Party comments:  
Wild Rose: Linear would remain unchanged  
PC: Regional Collaboration should be volunteer and by mutual agreement  
Alberta Party: Believe borrowing for infrastructure is prudent set borrowing ceiling at 10% of GDP

Other issues discussed from questions from the floor:  
Regionalization, flood mitigation, urban sprawl and fair compensation for landowners, farm OHS and the hiring of 19 OHS officers to enforce, farming and ranching the original sustainable industry, follow up on and what will happen to the Starkey report on rural health issues, AHS is Alberta third largest employer with 46% of the budget, 1600 new management positions hired, 8 billion in management expenses and an acknowledgement that rural collaboration and cooperation is already happening.

Government Minister Forum:  
Education 200 new or renovated school infrastructure projects approved – returned any money cut for teachers and staff  
Tourism is a growing industry, opportunity for diversification, Community Enhancement Grants now awarded quarterly.  
Health: working on getting physicians and healthcare professionals in the right place  
Infrastructure – responsible for government buildings, schools and lease space  
Transportation – increase MSI by 100 million, working on the movement of people and goods, 16 million to rural bus service, 100 million to Water for Life and 70 million in Alberta water and wastewater Infrastructure program, 100 million in the STIP program for 2017 through 2020.  
Justice and Aboriginal Affairs, working on implementation of UN declaration on indigenous peoples.  
Finance Budget that focuses on investment in frontline service, healthcare, education and civil service, focus on pathway back to balanced budgets, stimulus for job creation in infrastructure projects  
Economic Development 10 million STEP program, 50 million I raise in ATB debt ceiling  
Energy, focused on prosperity, growth and predictability for investors, royalty review

Questions from the floor on:  
Rural roads, expedition of water license applications, job losses in the energy sector, rural internet service, safety on the farm, GMO alfalfa, education of city kids about agriculture, ag lands and protection from urban sprawl,
casinos and the inequity in volunteer payouts urban vs rural, effect of UN declaration on communities, pipeline development, need for positive messaging on the value of agriculture for all Albertans.

Premier Rachel Notley
Focused on three main areas:
   a. Budget, economic development, linear review will not compromise rural municipalities
   b. Syrian Refugees
   c. Climate Change, natural gas fired electric plants, energy efficiency, fair price on carbon, party position to be released early in December for Paris Summit.
CAMROSE COUNTY
AGENDA ITEMS

Meeting: Regular Meeting of the Council - 24 Nov 2015
Meeting Date: 24 Nov 2015
Agenda Item No: AGD - 2075
Confidential: No
Originated By: Jaime Aicken
Title: Bank Reconciliation Report

ACTION / RECOMMENDATION:

That the bank reconciliation report for October 2015 be approved as presented.

BACKGROUND INFORMATION:

Policy, Bylaws, Provincial Acts or Regulations:

Financial Implications:
None.

Alternatives to the Recommendation:

Pro's:

Con's:

Communication:

Documentation:

DISCUSSION:

County Adminstrator Signature:
### October 2015 Bank Reports

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<td>1097419 5-3-00-01-3121-00-0000</td>
<td>Bank Balance -Beginning $4,860,219.22</td>
<td>Beginning Book Balance $4,252,841.30</td>
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<td>Month Transactions -$1,209,165.30</td>
<td>Monthly transactions -$208,123.64</td>
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<td>Bank Balance - Ending $3,651,053.92</td>
<td>Book Balance - Ending $4,044,717.66</td>
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<td>Adjustments</td>
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<td></td>
<td>$3,651,053.92</td>
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<td>Outstanding Checks -$119,672.36</td>
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<td>1098375 5-3-00-01-3477-00-0000</td>
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CAMROSE COUNTY
AGENDA ITEMS

Meeting: Regular Meeting of the Council - 24 Nov 2015
Meeting Date: 24 Nov 2015
Agenda Item No: AGD - 2087
Confidential: No
Originated By: Zach Mazure
Title: 2016 Gravel Haul Fleet Recommendation

ACTION / RECOMMENDATION:
"that Camrose County accept the tenders submitted by the following Gravel Hauling Contractors to complete the 2016 Winter Gravel Haul"

1. Dale Siemens & Sons Trucking
2. Dale Campbell
3. Len Boden
4. Jake Wieler
5. Blaine Panas
6. Motley’s Trucking
7. Bill Johnson Trucking
8. RWR Trucking

BACKGROUND INFORMATION:
Eighteen (18) applications were purchased from Camrose County for the 2016 Gravel Haul with Thirteen (13) of them being returned and submitted from Gravel Hauling Contractors. The tender documents were submitted by the deadline date of November 1, 2015. All tenders were reviewed and evaluated on the established criteria by Public Works.

The criteria and the maximum number of points for each criteria are as follows:

1. Trailer Type (trailer must be a belly dump) 20 points
2. Close under load 40 points
3. Capacity in tonnes 20 points
4. Year of Tractor 20 points
5. Driver Experience 20 points
6. Driver Knowledge of County Roads 40 points
7. Discretion 40 points

Total points 200 points

Eight (8) trucks were selected, which are included in the recommendation above.

Policy, Bylaws, Provincial Acts or Regulations:
Policy 17.19, 5.07 and 6.06

Financial Implications:
Annual budgeted amount for road gravelling not to exceed $613,200.00

Alternatives to the Recommendation:
That Camrose County reject all tenders and not complete a winter gravel haul.

Pro’s:

Con’s:

Communication:

Documentation:
2016 Truck Haul Selection Summary
Gravel Haulers Policy 17.19
Hiring a Contractor Policy 5.07
Tendering for Goods and Services Policy 6.06

2016 Gravel Haul Fleet Recommendation
**DISCUSSION:**
The 2016 Gravel Haul is to begin tentatively December 1, 2015. Each Contractor is held to a maximum total of $75,000.00.

<table>
<thead>
<tr>
<th>County Administrator Signature:</th>
<th></th>
</tr>
</thead>
</table>
SELECTION OF GRAVEL HAULING CONTRACTORS

The following procedure will be followed to determine the gravel hauling contractors for the annual road gravelling program:

1. The loading rate per tonne and the haul rate per tonne mile will be determined by Manager of Public Works and the rates will be approved by Council prior to the public advertisement.

2. An invitation will be advertised in the local area newspapers for interested gravel hauling contractors to submit an application.

3. Public Works will review and evaluate the submitted applications.

4. The recommended list of gravel hauling contractors will be submitted to Council for their approval prior to the county entering into the formal contract with each gravel hauling contractor.

5. Public Works management / foremen will supervise and direct the hired gravel trucking contractors in accordance with the contract terms and specifications.

Public Works reserves the right to review haul rates to reflect the volatile fuel prices up or down by $0.05/litre before coming to Council for approvals.

70/03 January 28, 2003
#159/09-Apr 14/09
PROCUREMENT OF GOODS AND SERVICES

POLICY

County Council will obtain assets or disposables which include but are not limited to property, supplies, materials, services, equipment and furniture (hereinafter referred to as goods/services) as deemed to be in the best interests of Camrose County through a fair, transparent, non-discriminating and equal treatment process that promotes competition. Camrose County will institute recognized mechanisms to procure and solicit such goods and services when:

a) more than one party may have an interest in supplying the goods/services that the Council wants to obtain, AND

b) the goods/services to be obtained are not repairs (service and parts), consumable goods, printed and/or audio-visual instructional materials or used items. However, at the discretion of the pertinent Department Head, County Administrator, or Council, these goods/services may be obtained via a mechanized process.

Camrose County will utilize the tendering process to procure goods and services when:

a) required to do so by the Municipal Government Act, or any other Act, or by Alberta Regulations, and/or any other statute or regulation and the governing criteria can be extensively listed in the call for tender.

Camrose County will utilize the Request For Proposal (RFP) process to procure goods and services when:

a) it wishes to solicit diverse proposals where the governing criteria cannot be accurately defined.

Camrose County will recognize, support and promote the Agreement on Internal Trade (AIT), the MASH Annex (provisions established regarding procurement by municipalities, municipal organizations, school boards and publicly funded academic, health and social entities) as well as the Trade, Investment and Labor Mobility Agreement (TILMA) and will endeavor to comply with required and acceptable procurement practices and advertising opportunities through access and availability of the Alberta Purchasing Connection (APC) resources.

Motion 243/96
#159/09 – April 15/09
#128/10 - April 27/10
GUIDELINES/PROCEDURES:

1. Tenders, bids, quotes and RFP’s will be reviewed by the County on the basis of the following considerations:
   a) Compliance with the terms of the policy and any other terms and conditions applicable to the invitation to submit bids or proposals;
   b) The price contained in the bid or proposal;
   c) Camrose County will endeavor to promote an open market, reduce barriers to trade within Canada, promote equal opportunity and enhance competition;
   d) Camrose County shall not adopt or maintain any measures that would operate to require the entities to differentiate between suppliers or goods or services on the basis of geographic location in Canada;
   e) Camrose County shall not adopt or maintain any forms of discrimination based on the province of origin of goods, services, construction materials or the suppliers of such goods, services or construction materials in their procurement practices;
   f) Legitimate objectives will be recognized and exercised when ever practical. Considerations will be made for the following:
      1) public security and safety;
      2) public order;
      3) protection of human, animal or plant life or health;
      4) protection of the environment;
      5) consumer protection;
      6) protection of health, safety and well-being of workers; or
      7) affirmative action programs for disadvantaged groups;
      8) considering among other things, where appropriate, fundamental climatic or other geographical factors, technological or infrastructural factors, or scientific justification;
   g) References from other businesses or individuals, including County administrative personnel, who have dealt with the bidder in the past, if such references are supplied, or if the County in its absolute discretion obtains such references directly;
   h) The past or current relationship between the bidder and the County, including such considerations as whether or not the bidder is involved in litigation against the County, whether there have been problems experienced with regard to unpaid local suppliers, or any other matters or things which the County in its absolute discretion considers to be relevant to the relationship between the County and the bidder;
   i) Prior experience with the bidder on other projects, including the quality of workmanship on previous projects, whether or not warranty work was performed satisfactorily, or any other matters or things which the County in
its absolute discretion considers to be relevant to its past experience with
the bidder on other projects; and
j) Any other considerations which are included in an invitation to submit bids
or proposals.
k) Contractor Safety Management requirements shall be met and included in
all tenders, bids, quotes or RFPs, as specified by the AB OHS legislation
and set out in Element 1 of the Health and Safety Program.

Camrose County reserves the right to reject any and all tenders, bids, quotes or
RFP’s at its sole discretion. The lowest or any other tender, bid, quote or RFP
may not necessarily be accepted. The decision regarding which tender, bid,
quote or RFP, if any, is accepted will be based upon what the Council deems in
its sole and absolute discretion to be in the best interests of the County, having
regard for the above considerations.

2. Unless specifically authorized by Council, employees of the County and/or
immediate family members are not eligible to submit a bid in response to any
invitation to submit bids or proposals.

3. Unless specifically authorized by the County, Bids or proposals are to be
submitted in writing in a sealed envelope with the word "Tender", "Bid", "Quote"
or "RFP" marked on the envelope and with a return address also to be clearly
displayed thereon.

4. Bids or proposals must be physically received prior to the deadline and bids or
proposals received after the deadline will be returned to the bidder unopened and
marked "LATE".

5. Any bid or proposal which does not fulfill the invitation conditions will be
automatically rejected.

6. A bid or proposal submitted by a bidder who indicates on his written tender that
he is prepared to match the lowest price tendered, will be rejected.

7. Price changes submitted after the bid or proposal deadline will not be honored
unless the information is provided by the successful bidder and the price change
yields a price that is lower than the original bid or proposal price.

8. If the originally successful bidder is not able to perform in accordance with the
terms of the bid or proposal accepted, or any other terms or conditions applicable
to the project, the County, in its sole and absolute discretion may enter into a
contract with another bidder who has submitted a bid or proposal for the project.
9. Unless otherwise directed by Council, for tenders, bids, quotes or RFP’s with an estimated value greater than $20,000.00, the County Administrator or designate, and at least one other member of the administrative personnel including Engineering Firm, shall open all tenders, summarize the bid or proposal list and make a recommendation to Council at the next regular meeting of Council.

10. Bids or proposals will be received during the period specified in an invitation. While such period will normally be 14 calendar days after the call for tenders or RFP’s is advertised; exceptions may be made in the invitation if existing circumstances warrant an alteration to the 14 day limit.

11. Tender or RFP sheets submitted by bidders shall be retained at the County Office for six months after completion of the purchase/disposition of property.

12. In cases where, with respect to specific goods/services, an "Invitation to Tender" or "Request For Proposal" is not published, an attempt shall be made to provide all local vendors with an opportunity to submit a bid or proposal for such goods/services.

13. When time, in the opinion of County Administrator or his designate, is of the essence, a tender, bid, quote or RFP for goods/services may be obtained via telephone provided the tender information so obtained is entered onto a "Price Analysis" sheet which is to be retained on file at the County Office.

14. If a situation is deemed by the County Administrator in his sole discretion to be an emergency or of an unusually urgent nature, a department head, after receiving clearance from the County Administrator, or his designate, may make an immediate purchase which is deemed necessary, without following the regular tendering or RFP process, and following each such situation the department head shall file with the County Administrator, within 14 days of the action, a written report of the action taken and of the reasons for such action.

15. Camrose County will observe and recognize the procurement categories and thresholds established by AIT, MASH and TILMA and will correspondingly follow the practices legislated and/or regulated and deemed to be acceptable for advertising such procurement opportunities and activities.

16. Whether explicitly expressed or not, it is intended that wherever this policy cites "tendering" or "tender", these references are to be understood to mean recognized processes used interchangeably with the terms "tendering" or

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2016 Gravel Haul Fleet Recommendation

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Page 27 of 83
“tender” and will also include but not be limited to other generally accepted practices such as Requests For Information, Requests For Quotations and Requests For Qualifications.
HIRING OF A CONTRACTOR

Whenever a Contractor is hired:

1. An agreement or contract shall be completed and duly signed prior to project commencement;
2. The Contractor Safety Management requirements shall be met as specified by the Alberta Occupational Health and Safety legislation and set out in Element 1.6 of the Health and Safety Program;
3. The Contractor shall provide proof of liability insurance with a minimum of $2,000,000.00 coverage; and
4. The Contractor shall provide proof that the Contractor has an account in good standing with the Workers' Compensation Board.

When a Contractor has completed a contract and before final payment of any balances or holdbacks is made:

1. The Contractor shall provide a written clearance from the Workers' Compensation Board confirming the Contractor's Workers' Compensation Board account is in good standing;
2. The Project Manager or designate shall conduct a final inspection to confirm the work has been completed as stipulated in the agreement or contract, along with any addendums.
3. The Contractor will also be required to file a statutory declaration to the effect that all accounts for Labour, Subcontracts, Products, Construction Machinery, and Equipment, and other indebtedness incurred in the performance of the work for which the County might be held responsible have been paid in full.
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<th>Name</th>
<th>Deposit</th>
<th>Insurance</th>
<th>WCB</th>
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<th>Type of Trailer &amp; Year</th>
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Total Haul Capability:

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<th>Truck</th>
<th>Capacity</th>
<th>Miles per day</th>
<th>Miles per month</th>
<th>Miles to Gravel</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
</tbody>
</table>

Miles to Gravel: 0 Miles per Week, 0 Miles per Day, 0 Number of Weeks, 0 Number of Months
### Camrose County
**Agenda Items**

**Meeting:** Regular Meeting of the Council - 24 Nov 2015  
**Meeting Date:** 24 Nov 2015  
**Agenda Item No:** AGD - 2067  
**Confidential:** No  
**Originated By:** Mike Kuzio  
**Title:** Speed Limit Bylaw #1367

<table>
<thead>
<tr>
<th><strong>ACTION / RECOMMENDATION:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>That Camrose County Council give first reading to Bylaw #1367;</td>
</tr>
<tr>
<td>and further that:</td>
</tr>
<tr>
<td>Camrose County give second reading to Bylaw #1367;</td>
</tr>
<tr>
<td>and further that:</td>
</tr>
<tr>
<td>Camrose County consider third reading of Bylaw #1367;</td>
</tr>
<tr>
<td>and further that:</td>
</tr>
<tr>
<td>Camrose County gives third and final reading to Bylaw #1367.</td>
</tr>
</tbody>
</table>

### Background Information:

As per the "Subdivision Application RC/15/12 Approval Letter" which was dated October 28, 2015 and signed by the Reeve of Camrose County, Administration has added a 30km/h speed zone for Road Plan 4304 HW to the new Speed Limit Bylaw under subsection (l). This new Bylaw will be referred to as the Speed Limit Bylaw #1367. This Bylaw will rescind the Speed Limit Bylaw #1206.

### Policy, Bylaws, Provincial Acts or Regulations:

### Financial Implications:

### Alternatives to the Recommendation:

### Pro's:

### Con's:

### Communication:

- Zach MAZURE - Assistant Public Works Manager
- Mike KUZIO - Manager Protective Services
- Paul KING - County Administrator

### Documentation:

1) Speed Limit Bylaw #1367

### Discussion:

**County Administrator Signature:**
BY-LAW NO. 1367

A BY-LAW OF CAMROSE COUNTY, PROVINCE OF ALBERTA, FOR THE PURPOSE OF PRESCRIBING DIFFERENT MAXIMUM SPEEDS FOR ALL OR ANY PART OF ANY HIGHWAY DESIGNATED IN THIS BY-LAW.

Under the authority of and pursuant to the provisions of Section 108 of the Traffic Safety Act, being Chapter T-6, R.S.A. 2000 and amendments thereto the Council of Camrose County enacts as follows:

Interpretation (Definitions)

In this Bylaw:

(a) “Highway” has the same definition as the Traffic Safety Act being Chapter T-6, R.S.A. 2000 and amendments thereto.

(b) “Truck” has the same definition as the Commercial Vehicle Dimension and Weight Regulation, Alberta Regulations 315/2002 and amendments thereto.

(c) “Roadway” has the same definition as the Traffic Safety Act being Chapter T-6, R.S.A. 2000 and amendments thereto.

(d) “School Zones and Playground Zones” are defined as per section 107 of the Traffic Safety Act being Chapter T-6, R.S.A. 2000 and amendments thereto.

I. The following maximum speeds are prescribed for highways, parts of highways and roadways in Hamlets within Camrose County excluding School Zones and Playground Zones.

50 kilometers per hour unless otherwise posted

II. The following maximum speeds are prescribed for highways, parts of highways and roadways in the following subdivisions within Camrose County:

- Braim Subdivision
- Gladon Estates
- Lakeview
- Little Beaver Lake Estate
- McNary Hills Estates
- Miquelon Acres
- Sanctuary Estates Subdivision
- Sherman Park
- Quiet Hills
- Envick Junction Subdivision
- Grouse Meadows
- Lakeview Acres
- Macree Acres
- Meldal Beach
- Norman Place Estates
- Sandy Beach
- Sunset Heights
- Woodridge Heights

50 kilometers per hour unless otherwise posted

III. The following maximum speeds are prescribed for designated highways, parts of highways and Roadways within Camrose County

a) All of the paved portion of Range Road 195 beginning at the intersection of Highway 617 then north to a point 300 meters south of the intersection with the hamlet of Kingman access road

100 Kilometers per hour
b) All of Range Road 202 beginning at the intersection of Township Road 492(a) thence north to the intersection of Township Road 494.

50 kilometers per hour

c) All of Township Road 494 beginning at the intersection of Highway 833 thence west and north to the intersection of Range Road 203 thence north to the intersection of Township Road 500.

50 kilometers per hour

d) All of Township Road 494a beginning from the intersection of Township Road 203 thence west to the entrance to Miquelon Hills Golf Course.

50 kilometers per hour

e) All of Range Road 203 beginning at a point one kilometer north of the intersection with Township Road 491 then northwest to the intersection with Range Road 204 thence north to the intersection with Township Road 493 thence west to the intersection to the access road with Miquelon Lake Provincial Park.

40 kilometers per hour

f) All of Range Road 215 beginning at the intersection with Highway 617 thence north to a point 300 meters north of its intersection with the Village of Hay Lakes Main Street.

50 kilometers per hour

g) All of Township Road 440 beginning at a point 30 meters east of the railroad crossing south of Ferintosh thence west to a point 150 meters west of its intersection with Range Road 213.

60 kilometers per hour

h) All of Range Road 220 beginning at a point 400 meters north of the intersection with Township Road 432, north to the intersection with Lakeview Acres Subdivision access.

50 kilometers per hour

i) All of Range Road 213 beginning from the north Bashaw town limits thence north to the intersection with Township Road 422.

80 kilometers per hour

j) All of Township Road 422 beginning from the intersection with Range Road 213 thence west to its intersection with Highway 21.

50 kilometers per hour

k) All of Township Road 431 west of its intersection with Highway 56 to its intersection with Range Road 194a.

80 kilometers per hour

l) All of the Road Plan 4304HW, west of the intersection of Township Road 434 and Range Road 180.

30 Kilometers per hour
IV. The following maximum speeds are prescribed for trucks on the following designated highways, parts of highways or roadways within Camrose County:

a) Range Road 201 (Gravel Pit Road)
   All of Range Road 201 from its intersection with the City of Camrose corporate limits thence south to its intersection with Township Road 454.
   60 kilometers per hour

b) Range Road 203 (Aberhart Road)
   All of Range Road 203 from its intersection with the City of Camrose limits thence south and west to the intersection of Township Road 460 and Range Road 205.
   60 kilometers per hour

c) Township Road 454 (Dried Meat Lake Haul Road)
   All of Township Road 454 from its intersection with Range Road 201 thence east to its intersection of Highway 854.
   60 kilometers per hour

d) Range Road 185 (Green Grove Road)
   All of Range Road 185 from its intersection with Township Road 454 thence south to its intersection with Township Road 452.
   60 kilometers per hour

e) Range Road 201
   All of Range Road 201 from its intersection with the Village of Edberg corporate limits thence north to its intersection with Township Road 444.
   60 kilometers per hour

V. Bylaw #1206 is hereby rescinded.

VI. This by-law comes into force upon the passing of Third Reading thereof.
By-Law No. 1367

RECEIVED FIRST READING THIS
24th DAY OF November, A.D. 2015
IN THE CITY OF CAMROSE, IN THE
PROVINCE OF ALBERTA

* * *
* REEVE *
* * *
COUNTY ADMINISTRATOR

RECEIVED SECOND READING THIS
24th DAY OF November, A.D. 2015
IN THE CITY OF CAMROSE, IN THE
PROVINCE OF ALBERTA

* * *
* REEVE *
* * *
COUNTY ADMINISTRATOR

RECEIVED THIRD AND FINAL
READING THIS 24th DAY OF November
A.D., 2015 IN THE CITY OF CAMROSE,
IN THE PROVINCE OF ALBERTA

* * *
* REEVE *
* * *
COUNTY ADMINISTRATOR
### CAMROSE COUNTY
### AGENDA ITEMS

**Meeting:** Regular Meeting of the Council - 24 Nov 2015  
**Meeting Date:** 24 Nov 2015  
**Agenda Item No:** AGD - 2066  
**Confidential:** No  
**Originated By:** Mike Kuzio  
**Title:** Municipal Emergency Management Bylaw #1365

<table>
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<tr>
<th>ACTION / RECOMMENDATION:</th>
</tr>
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<tbody>
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<td>That Camrose County Council give first reading to Bylaw #1365,</td>
</tr>
<tr>
<td>and further that:</td>
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<td>and further that:</td>
</tr>
<tr>
<td>Camrose County gives third and final reading to Bylaw #1365.</td>
</tr>
</tbody>
</table>

### BACKGROUND INFORMATION:

The presented Emergency Management By-law has been updated to be inclusive and reflective of current provincial legislation. The Emergency Management Act of Alberta was revised with the current version coming into force, December 11, 2013.

The Emergency Management Act, Revised Statutes of Alberta 2000 sets forth the requirements for municipalities regarding the safety, health and welfare of citizens during a disastrous occurrence.

The Emergency Management By-law is the structural document for Camrose County regarding emergency management functions, establishment of the emergency management agency and related activities, roles, responsibilities. The By-law also clearly outlines authority of Council, and Camrose County officials during a disastrous event.

### Policy, Bylaws, Provincial Acts or Regulations:

### Financial Implications:

### Alternatives to the Recommendation:

### Pro's:

### Con's:

### Communication:

1) Dave ZAYONCE - Regional Fire Services Coordinator  
2) Mike KUZIO - Protective Services Manager

### Documentation:

1) Municipal Emergency Management Bylaw #1365

### DISCUSSION:

**County Administrator Signature:**
By-Law 1365

BY-LAW NO. 1365

A By-law of Camrose County, in the Province of Alberta to establish an Emergency Advisory Committee and Emergency Management Agency in Camrose County.

WHEREAS

The Municipal Government Act R.S.A 2000, Chapter M-26 and amendments thereto provides that a council of a municipality may pass by-laws respecting the safety, health and welfare of people and the protection of people and property and for services provided by or on behalf of the municipality,

AND WHEREAS

Pursuant to the Emergency Management Act, R.S. A 2000 c E-6.8 (Act) Camrose County Council is responsible for the direction and control of all Camrose County’s emergency responses and is required under the Act to appoint an Emergency Advisory Committee to advise on the development of emergency plans and programs;

AND WHEREAS

The Emergency Management Act requires Council to maintain an Emergency Management Agency to act in carrying out statutory power and obligations of Council under the ACT;

AND WHEREAS

The Emergency Management Act requires Council appoint a Director of the Emergency Management Agency;

BE IT RESOLVED THAT

The Council of Camrose County of the Province of Alberta Duly assembled, enacts as follows:

SECTION 1 – NAME OF BY-LAW
1.1 This By-law may be cited as the “Municipal Emergency Management By-law”.

SECTION 2 – DEFINITIONS

In this Bylaw:


2.2 “Administrator” shall mean the County Administrator for Camrose County.

2.3 “Agency” means the Emergency Management Agency (EMA) established under section 5 of this bylaw.

2.4 “Committee” shall mean the Emergency Management Advisory Committee of Council established under section 3.1 of this bylaw.

2.5 “Council” means the Council of Camrose County.

2.6 “County” shall mean Camrose County.

2.7 “Deputy Director of Emergency Management shall mean the person appointed to the position of Deputy Director of Emergency Management by Camrose County Council.

2.8 “Deputy Reeve” shall mean the Deputy Reeve of Camrose County.

2.9 “Director of Emergency Management” shall mean the person appointed to the position of Director of Emergency Management by Camrose County Council.

2.10 “Disaster” shall mean an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in widespread damage to property.

2.11 “Emergency” or ‘Emergency Incident’ shall mean a present or imminent event that requires coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.
2.12 “Emergency Management” shall mean the development, coordination and execution of plans, measures and programs pertaining to mitigation, preparedness, response and recovery before, during and after an emergency event.

2.13 “Emergency Operations Center (EOC)” shall mean a site from where County officials can coordinate, monitor, support and direct emergency response and recovery functions during an emergency.

2.14 “Equipment” shall mean any tools, contrivances, devices or materials used by emergency response personnel that may be applied at an emergency incident.

2.15 “Minister” means the Minister responsible for the Act.

2.16 “Municipal Emergency Plan (MEP)” means the emergency plan prepared and maintained by the Emergency Management Agency to coordinate the response to an emergency event.

2.17 “Person” means an individual and includes a firm, partnership, joint venture, proprietorship, corporation, department, board, agency, association, society or any other legal entity.

2.18 “Reeve” shall mean the Reeve for Camrose County.

2.19 “Risk” means a probability or threat of damage, injury, liability, loss, or other negative occurrence that is caused by external or internal vulnerabilities, and that may be neutralized through pre-emptive action.

2.20 “Threat” means a negative event that can cause a risk to become a loss, expressed as an aggregate of risk, consequences of risk and the likelihood of the occurrence of the event. A threat may be a natural phenomenon such as an earthquake, flood, storm or a manmade incident such as fire, power failure, sabotage, or other created situation.

SECTION 3 – EMERGENCY MANAGEMENT ADVISORY COMMITTEE

3.1 The Emergency Management Advisory Committee is hereby established to advise Council on the development of emergency plans and programs.

3.2 Three members of Council one of which shall be the Reeve will be appointed to the Emergency Management Advisory Committee by resolution of Council.

3.3 Members of the Emergency Management Advisory Committee are entitled to expenses in accordance with Council policy.

3.4 Council shall by resolution on recommendation of the Emergency Management Advisory Committee, appoint a Director of Emergency Management who shall perform duties as outlined in section 5.2 of this by-law.

3.5 Council shall by resolution on recommendation of the Emergency Management Advisory Committee, appoint a Deputy Director of Emergency Management who shall perform duties as outlined in section 5.3 of this by-law.

3.6 The Committee shall meet annually, or more frequently as required, and may meet on less than twenty-four (24) hours’ notice, where necessary. Where meetings are not feasible, the Committee may convene by electronic means of communication.

3.7 The Committee will review the Municipal Emergency Plan and related plans and programs annually and shall be responsible to advise the County on the development of those emergency management plans and programs.

3.8 The County Administrator may call an emergency meeting of the Committee where a Councillor, Reeve, Deputy Reeve or the County Administrator considers that an emergency exists or may exist in the County.
3.9 The County Administrator must give a minimum of one (1) hour notice of the time and place of an emergency meeting to as many Committee members as possible in the circumstances.

3.10 The notice required in 3.9 will be by such a means of communications considered by the County Administrator to be the most effective to notify the Committee members and the public.

3.11 Those Committee members attending an emergency meeting of the Emergency Management Advisory Committee will constitute a quorum.

SECTION 4 – FINANCIAL

4.1 Subject to 4.2, Council may by by-law borrow, levy, appropriate and expend without consent of the electors, all sums required for the operation of the Agency.

4.2 Council may, during or within sixty (60) days after the state of local emergency, by By-law that is not advertised but is approved by the Minister, borrow any payment for services provided by the Government of Alberta or the Government of Canada, when services were provided at the request of the County.

4.3 Council may, upon the Committee recommendation enter into agreements with and make payments or grants, or both, to persons or organizations for the provisions of services in the development or implementation of the emergency plans or programs, including mutual aid plans and programs.

4.4 Council may, in accordance with 4.2 expend all sums required for the response to and recovery from an emergency event.

SECTION 5 – EMERGENCY MANAGEMENT AGENCY

5.1 The Emergency Management Agency (Agency) is hereby established.

5.2 The Director of Emergency Management shall:
   a. Ensure that all Camrose County emergency plans are prepared and coordinated as required by the Act.
   b. Act as the director of the EOC and emergency operations. In absence of the Director of Emergency Management the Deputy Director of Emergency Management shall act as director of the EOC and emergency operations. In absence of the Deputy Director of Emergency Management a designate authorized to act on behalf of the Agency in the Director of Emergency Management position shall act as director of the EOC and emergency operations.
   c. Coordinate all emergency operations within the County.
   d. Perform other duties as required by the County during an emergency.
   e. Recommend Appointment of a Deputy Director of Emergency Management as required.

5.3 The Deputy Director of Emergency Management shall:
   a. Assist the Director of Emergency Management ensuring that all Camrose County emergency plans are prepared and coordinated as required by the Act.
   b. Act as the Deputy Director of the EOC and emergency operations, in absence of the Director of Emergency Management act on behalf of the Agency in the Director of Emergency Management position.
   c. Assist in coordinating all emergency operations within the County.
   d. Perform other duties as required by the County during an emergency.
5.6 The Director of Emergency Management is authorized to delegate and authorize further delegations of any powers, duties and functions delegated to the Director of Emergency Management under this by-law.

5.7 The Emergency Management Agency shall be comprised of one or more representatives and/or delegates:

a. Any two (2) Emergency Management Advisory Committee members one of which will be appointed Agency Chairman;

b. County Administrator or designate;
c. Director of Emergency Management;
d. Deputy Director of Emergency Management;
e. Manager of Public Works or designate;
f. Manager of Agricultural and Environmental Services or designate;
g. County Protective Services;
h. Senior Assessor or designate;
i. Bashaw and Camrose RCMP NCO’s in charge or designate;
j. Fire Chief of each Camrose County Fire Districts or designate(s);
k. Alberta Health Services (Ambulance Supervisor) or designate;
l. Director of Emergency Management from the City of Camrose and the Town and Villages within Camrose County of designates;
m. Manager of Camrose Community Health Services or designate;
n. Chairman of the Battle River School Division #31 or designate;
o. Director of Camrose and District Support Services or designate;
p. Representative from local business or business associations;
q. Representatives from local industry or industrial associations;

r. Representative from TELUS;
s. Representatives from Electrical Power Corporations;
t. Representatives from Natural Gas suppliers and Distribution Corporations, associations or Cooperatives;
u. Representative from Alberta Transportation;
w. Local individuals, companies, associations or organizations with specialities that will benefit the Agency during an emergency and in preparation of the Municipal Emergency Plan.

SECTION 6 – STATE OF LOCAL EMERGENCY DECLARATION POWERS

6.1 The power to declare or renew a state of local emergency declaration under the Act, specified in Section 7 of the By-law and the requirements specified in Section 6 of this by-law are hereby delegated to:

a. The Reeve, or in absence,
b. The Deputy Reeve, or in absence,
c. Any two (2) Councillors

SECTION 7 – STATE OF LOCAL EMERGENCY PROVISIONS

7.1 At any time when satisfied that an emergency exists or may exist in Camrose County, elected officials specified in Section 6 may make a declaration of a State of Local Emergency relating to all or any part of the County.
7.2 When a State of Local Emergency is declared County officials shall:
   a. Ensure that the declaration identifies the nature of the emergency and the area of Camrose County in which it exists.
   b. Forward a copy of the declaration to the Minister of Municipal Affairs.
   c. Cause the details of the declaration to be published immediately by such means of communication considered most likely to make known to the majority of the population of the area affected by the contents of the declaration.

7.3 When a State of Local Emergency is declared, the Director of Emergency Management or designate collaboratively with the Agency, in accordance with the Municipal Emergency Plan and related plans or programs may at any time:
   a. Cause the MEP or any related plans or programs to be put into operation.
   b. Acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster.
   c. Authorize or require any qualified person to render aid of a type he or she is qualified to provide.
   d. Control or prohibit travel to and from any area of Camrose County.
   e. Cause the evacuation of persons and the removal of livestock and personal property from any area of the County that is or may be affected by a disaster, and make arrangements for the adequate care and protection of those persons or livestock and of their personal property.
   f. Provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate essential services and other services in any part of Camrose County.
   g. Authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program.
   h. Cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, to attempt to forestall its occurrence or to combat its progress.
   i. Procure or fix prices for food, clothing, fuel, equipment, medical supplies or other essential supplies, and the use of any property, services, resources or equipment within the County for the duration of the State of Local Emergency.
   j. Authorize the conscription of persons needed to meet an emergency.
   k. Authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans and programs, any power specified in this by-law in relation to any part of the municipality affected by a declaration of a State of Local Emergency.

7.4 No action lies against Council or a person acting under the direction or authorization of Council for anything done or omitted to be done in good faith while carrying out a power or duty under the Act or this By-law nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

SECTION 8 – Termination of State of Local Emergency

8.1 When, in the opinion of the Council, the major emergency no longer exists in relation to which the declaration was made, the Council shall, by resolution, terminate the declaration of a State of Local Emergency.
8.2 A declaration of a State of Local Emergency is considered terminated and ceases to be of any force or effect when:

a. A period of seven (7) days has lapsed since a State of Local Emergency was declared, unless it is renewed by resolution.

b. The Lieutenant Governor in Council makes an order for a State of Local Emergency under this Act, relating to the same area; or
c. The Minister cancels the State of Local Emergency.
d. When a declaration of a State of Local Emergency has been terminated, the Director of Emergency Management shall cause the details of the termination to be published immediately by such means of communication considered most likely to make known to notify the population of the area affected.

SECTION 9 – SEVERABILITY

9.1 Should any section or part of this By-law be found to have been improperly enacted or ultra vires, for any reason, then such section or part shall be regarded as being severable from the By-law and the By-law remaining after such severance shall be effective and enforceable as if the Section found to be improperly enacted had not been enacted as part of this By-law.

SECTION 10 – PENALTIES

10.1 Any person who violates any of the provisions of this By-law or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this By-law, or who neglects to do or who refrains from doing anything required to be done by the provisions of this By-law, or who does any act or thing or omits any act or thing, thus violating any of the provisions of this By-law, shall be deemed to be guilty of an offence under this By-law, and upon conviction, is liable to a fine of not less than $200.00 and not more than $5,000.00 plus costs. No person found guilty of an offence under this By-law shall be liable to imprisonment.

SECTION 11 – MISCELLANEOUS

11.1 Municipal Disaster Services Agency By-law 959 is hereby repealed.
AGENDA ITEMS

Meeting: Regular Meeting of the Council - 24 Nov 2015
Meeting Date: 24 Nov 2015
Agenda Item No: AGD - 2080
Confidential: No
Originated By: Wes Bowie
Title: 2015 Tax Sale Reserve Bids

ACTION / RECOMMENDATION:
That Camrose County Council approves the 2015 Tax Sale Reserve Bids as presented by the Assessment Department. With the terms of purchase being cash or certified cheque.

BACKGROUND INFORMATION:
Methods of recovering taxes in arrears

section 411(1) of the Municipal Governments Act stats a municipality may attempt to recover tax arrears in respect of a parcel of land. The following describes the process that takes place in order to place a parcel up on tax sale.

Tax arrears list

section 412
(1) A municipality must annually, not later than March 31,

(a) prepare a tax arrears list showing the parcels of land in the municipality in respect of which there are tax arrears for more than one year,

(b) send 2 copies of the tax arrears list to the Registrar,

(b.1) send a copy of the tax arrears list to the Minister responsible for the Unclaimed Personal Property and Vested Property Act, and

(c) post a copy of the tax arrears list in a place that is accessible to the public during regular business hours.

(3) The municipality must notify the persons who are liable to pay the tax arrears that a tax arrears list has been prepared and sent to the Registrar.

Once the proper steps are taken with the Registrar a tax recovery notification will be placed on each certificate of title for each parcel which will remain on title until the municipality requests its removal.

Right to pay tax arrears

section 415

(1) After a tax recovery notification has been endorsed on the certificate of title for a parcel of land, any person may pay the tax arrears in respect of the parcel.

(2) On payment of the tax arrears under subsection (1), the municipality must ask the Registrar to remove the tax recovery notification.

Warning of sale

section 417
(1) Not later than the August 1 following receipt of a copy of the tax arrears list, the Registrar must, in respect of each parcel of land shown on the tax arrears list, send a notice to
(a) the owner of the parcel of land,
(b) any person who has an interest in the parcel that is evidenced by a caveat registered by the Registrar, and
(c) each encumbrance shown on the certificate of title for the parcel.

(2) The notice must state
(a) that if the tax arrears in respect of the parcel of land are not paid before March 31 in the next year, the municipality will offer the parcel for sale at a public auction, and
(b) that the municipality may become the owner of the parcel after the public auction if the parcel is not sold at the public auction.

(3) The notice must be sent to the address shown on the records of the Land Titles Office for each person referred to in subsection (1).

Reserve bid and conditions of sale

section 419 The council must set
(a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
(b) any conditions that apply to the sale.

The municipality then holds a tax sale that has been advertised following the regulations of the Municipal Government Act.

Transfer of parcel to municipality

If a parcel up for tax sale does not sell at the auction the municipality can take the following actions:

Section 424
(1) The municipality at whose request a tax recovery notification was endorsed on the certificate of title for a parcel of land may become the owner of the parcel after the public auction, if the parcel is not sold at the public auction.

(2) If the municipality wishes to become the owner of the parcel of land, it must request the Registrar to cancel the existing certificate of title for the parcel of land and issue a certificate of title in the name of the municipality.

(3) A municipality that becomes the owner of a parcel of land free of all encumbrances except claims of the Crown, irrigation and drainage debentures, easements, right of entry and notice of liens.

(4) A certificate of title issued to the municipality under this section must be marked “Tax Forfeiture” by the Registrar.

Policy, Bylaws, Provincial Acts or Regulations:
MGA Sections 411, 412, 415, 417, 419 and 424

Financial Implications:
If a parcel that is up for Tax Sale does not sell it becomes property of the County

Alternatives to the Recommendation:

Pro's:
Con's:

Communication:
Documentation:
DISCUSSION:

Time Line

The following is a time line of what was all involved for a property to go up for tax Sale. After taxes have not been paid for the past 2 years the municipality must send a tax arrears list no later than March 31 2014 to the Registrar, and notify the person liable for to pay the tax arrears. Then the Registrar adds a tax recovery notification to the title. Any time after the notification is placed anyone can pay the taxes and remove the notification. No later than August 1 2014 Registrar send a notice to the owner of the land and anyone who has an interest in the land stating that if the taxes are not paid before March 31 2015 the municipality will offer the parcel for sale at public auction. The municipality must then follow the regulations set in the MGA as to dates and newspapers in which to advertise the upcoming tax sale. After this Council must set the reserve bid for each parcel being offered at public auction. Once the reserve bids have been set the municipality has from March 31 2015 to hold the auction. The Auction is then held at a set day and time, if the parcel is not sold the municipality may become the owner of the parcel.

A copy of the Reserve Bids will be provided at the meeting

County Administrator Signature:
CAMROSE COUNTY
AGENDA ITEMS

Meeting: Regular Meeting of the Council - 24 Nov 2015

Meeting Date: 24 Nov 2015

Agenda Item No: AGD - 2090

Confidential:

Originated By: Wes Bowie

Title: 299 & 300 Access To Assessment Records

ACTION / RECOMMENDATION:

That Camrose County Council approve a Section 299, or Section 300 Request for Assessment Information fee of One Hundred and Sixty Dollars ($160.00) for 2015 and that the fee for this request in subsequent years be established as per the Fee for Service By-law as adopted from time to time;

and further,

That it be mandatory that a request under Section 299 or 300 of the Municipal Government Act be made using the prescribed form. (see attached)

BACKGROUND INFORMATION:

Camrose County Assessment Department makes it a priority to be available to our ratepayers to discuss their assessment and how it has been prepared. Camrose County has all properties and total assessment available on our web map program, and provides ratepayer summary reports for free to landowners, and for a minimal fee to someone other than the landowner. This allows ratepayers a process to see how their property is assessed, and to compare it to other properties to check to see if their assessment is fair and equitable.

Section 299 & 300 of the Municipal Government Act require a municipality to provide an assessed person or their authorized agent sufficient information about how the assessor prepared the assessment of that person’s property. Matters Relating to Assessment & Taxation Regulations AR 220/2004 further provides the details as to what is to be released, the manner it is to be released, and the consequences if the required information is not released.

The purpose of establishing this fee, and "Request for Assessment Information" form under Sections 299 and 300 of the MGA, is to mitigate the potential frivolous requests.

Camrose County will still be available to discuss with ratepayers their assessment and how it was prepared, but if they decide to take the additional step of making a request under 299 or 300, that the County has a fee to cover the additional time and resources required to meet the information and time line that is required under a 299 or 200 request.

Policy, Bylaws, Provincial Acts or Regulations:
MUNICIPAL GOVERNMENT ACT RSA 2000 Chapter M-26

Access to Assessment Record

299(1) An assessed person may ask the municipality, in the manner required by the municipality, to let the assessed person see or receive sufficient information to show how the assessor prepared the assessment of that person’s property.

(1.1) For the purposes of subsection (1), “sufficient information” in respect of a person’s property must include (a) all documents, records and other information in respect of that property that the assessor has in the assessor’s possession or under the assessor’s control,
(b) the key factors, components and variables of the valuation model applied in preparing the assessment of the property, and

(c) any other information prescribed or otherwise described in the regulations.

(2) The municipality must, in accordance with the regulations, comply with a request under subsection (1).

Access to Summary of Assessment
300(1) An assessed person may ask the municipality, in the manner required by the municipality, to let the assessed person see or receive a summary of the assessment of any assessed property in the municipality.

(1.1) For the purposes of subsection (1), a summary of an assessment must include the following information that the assessor has in the assessor’s possession or under the assessor’s control:

(a) a description of the parcel of land and any improvements, to identify the type and use of the property;

(b) the size of the parcel of land;

(c) the age and size or measurement of any improvements;

(d) the key factors, components and variables of the valuation model applied in preparing the assessment of the property;

(e) any other information prescribed or otherwise described in the regulations.

(2) The municipality must, in accordance with the regulations, comply with a request under subsection (1) if it is satisfied that necessary confidentiality will not be breached.

Section 5 MATTERS RELATING TO ASSESSMENT COMPLAINTS REGULATION AR 310/2009

Failure to disclose
(4) A local assessment review board must not hear any evidence from a municipality relating to information that was requested by a complainant under section 299 or 300 of the Act but was not provided to the complainant.

Financial Implications:
Alternatives to the Recommendation:
Pro’s:
Con’s:
Communication:
Council
CAO
Documentation:
Section 299 Request Form
Section 300 Request Form

DISCUSSION:

County Administrator Signature:
Request for Assessment Information
Assessed Person’s Property 299 Request Form

Important Information:
- The purpose of this form is for an assessed person, or their authorized agent, to request under section 299 of the Municipal Government Act, “information to show how the assessor prepared the assessment of that person’s property” that may not be available on the Camrose County Assessment website at county.camrose.ab.ca.
- This form must be completed in full and submitted with payment per requested roll as established by the Camrose County Fee For Service Bylaw. Upon receipt of the completed form and the appropriate payment, the Camrose County Assessment Department will compile and send the requested information within 15 days. Illegible, inaccurate, or incomplete forms will be rejected. Please contact the Camrose County Assessment Department at (780) 672-4446 if you require assistance.

Part A - Property Assessment account for which information is requested (please print)
Is the Requestor the _____ Property Owner or _____ Agent (if Agent, please complete Part B)

Name of the Assessed Person on the Assessment Notice
Name: _____________________________________________
Property Roll #: ______________________________________
Contact Name: _______________________________________
Contact Address: ______________________________________
Contact Phone: _______________________________________

Part B - Agent Information (if applicable, please complete and submit Agent Authorization form)
Agent Name: ________________________________________
Agent Contact Name: ________________________________ Phone: __________________

Part C - Preferred Method of Receipt (please select a method and provide required information)
e-mail: _____________________________________________
Mail (address if different from Part A): ________________________________

Part D - Acknowledgement and Certification
By signing below, I acknowledge and certify that:
- I understand that, if I complete Part B of this form, I will only receive information from the Assessment Department after a current Letter of Authorization has been submitted to the Assessment Department.
- I understand that I am requesting property assessment information pertaining to the property assessment roll number identified in Part A for the current assessment and tax year only.
- I understand that a fee as established by the Camrose County Fee For Service Bylaw will be applied per roll requested, and is due and payable upon submission of this form and has been included with this request.

Signature of Assessed Person/Agent: ________________________________
Printed Name of Signatory Person and Title: __________________________
Date: ___________________________
Request for Assessment Information
Assessed Person’s Property 300 Request Form

Important Information:
- The purpose of this form is for an assessed person, or their authorized agent, to request under section 300 of the Municipal Government Act, “to let the assessed person see or receive a summary of the assessment of any assessed property in the municipality” that may not be available on the Camrose County Assessment website at county.camrose.ab.ca.
- This form must be completed in full and submitted with payment per requested roll as established by the Camrose County Fee For Service Bylaw. Upon receipt of the completed form and the appropriate payment, the Camrose County Assessment Department will compile and send the requested information within 15 days. Illegible, inaccurate, or incomplete forms will be rejected. Please contact the Camrose County Assessment Department at (780) 672-4446 if you require assistance.

Part A - Name, Contact and Property Information of Requestor (please print)

Is the Requestor the ____ Property Owner or ____ Agent (if Agent, please complete Part B)

Name of the Assessed Person on the Assessment Notice

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact Name:</th>
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<tbody>
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</table>

Contact Address: ____________________________________________________________
Contact Phone: ______________________________________________________________
Property Roll #: _____________________________________________________________

Part B - Agent Information (if applicable, please complete and submit Agent Authorization form)

Agent Name: ________________________________________________________________
Agent Contact Name: ___________________________________ Phone: _______________

Part C - Preferred Method of Receipt (please select a method and provide required information)

e-mail: ___________________________________________________________________
Mail (address if different from Part A): _______________________________________

Part D - Information Requested (multiple rolls to a maximum of 5 may be requested – fees are applied per roll requested)

<table>
<thead>
<tr>
<th>Roll # of Comparable Property</th>
<th>Civic Address of Comparable Property</th>
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Part E - Acknowledgement and Certification

By signing below, I acknowledge and certify that:
- I understand that, if I complete Part B of this form, I will only receive information from the Assessment Department after a current Letter of Authorization has been submitted to the Assessment Department.
- I understand that I am requesting property assessment information pertaining to the property assessment roll number identified in Part D for the current assessment and tax year only.
- I understand that a fee as established by the Camrose County Fee For Service Bylaw will be applied per roll requested, and is due and payable upon submission of this form and has been included with this request.

Signature of Assessed Person / Agent: _______________________________________
Printed Name of Signatory Person and Title: ___________________________________
Date: _______________________________
**CAMROSE COUNTY**

**AGENDA ITEMS**

**Meeting:** Regular Meeting of the Council - 24 Nov 2015
**Meeting Date:** 24 Nov 2015
**Agenda Item No:** AGD - 2045
**Confidential:** No
**Originated By:** Anjah Howard

**Title:** 10:00 a.m. Public Hearing - Road Closure Bylaw 1364 - Part of Road Plan 1181T within RL 27-46-21-W4

**ACTION / RECOMMENDATION:**

That Council authorize administration to send Bylaw 1364 to close all that portion of Road Plan 1181T within River Lot 27 Township 46 Range 21 West of the Fourth Meridian lying northwest of the production southwesterly of the northwest limit of Road Plan 8820599 to Alberta Transportation for approval.

**BACKGROUND INFORMATION:**

Public Works has determined that this road is no longer required and alternative access is available. The road plan still has a bridge in it, that cannot be removed. As long as the bridge is on an open roadway the public have access to it creating potential liability issues for the County. By closing the roadway and consolidating it with the adjacent farmland it closes the road to the public and reduces municipal liability if an issue related to using the sub-standard bridge arises and/or the need for us to maintain, repair, and upgrade the bridge.

**Policy, Bylaws, Provincial Acts or Regulations:**

MGA Road Closure
22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.
(2) A bylaw closing a road must be advertised.
(3) A bylaw closing a road made by the council of a municipality that is not a city has no effect unless it is approved by the Minister of Infrastructure and Transportation before the bylaw receives second reading.

**Financial Implications:**

None.

**Alternatives to the Recommendation:**

None.

**Pro's:**

None.

**Con's:**

None.

**Communication:**

None.

**Documentation:**

1. Bylaw
2. Location Map
3. Aerial Drawing
4. Map of Closure
5. Letter of Objection - Trautman

**DISCUSSION:**

The Planning Department received a letter of objection from the adjacent landowner and based on it encouraged Public Works to work more closely with the landowner to resolve the concerns prior to closure and consolidation.

**County Administrator Signature:**
Agenda Item # 12.1

10:00 a.m. Public Hearing - Road Closure
Bylaw 1364 - Part of Road Plan 1181T within
BY-LAW NO. 1364

BY-LAW NO. 1364  A BY-LAW OF THE CAMROSE COUNTY FOR DISPOSING OF PORTIONS OF A PUBLIC ROAD IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS the lands hereafter described are no longer required for public travel, and
WHEREAS the County’s Public Works Department has requested that Council have the road closed, and
WHEREAS the Council of the Camrose County deems it expedient to provide for a by-law for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and thereafter creating title to same, and
WHEREAS notice of the intention of Council to pass a by-law has been given in accordance with Section 22 of the Municipal Government Act, and
WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the by-law.

NOW THEREFORE BE IT RESOLVED that the Council of Camrose County in the Province of Alberta does hereby close to public travel and disposes of the following described road, subject to rights of access granted by other legislation.

All that portion of Road Plan 1181T within River Lot 27 Township 46 Range 21 West of the Fourth Meridian lying northwest of the production southwesterly of the northwest limit of Road Plan 8820599.

EXCEPTING THEREOUT ALL MINES AND MINERALS

RECEIVED FIRST READING THIS
27th DAY OF October, 2015 A.D. 

(Reeve)

APPROVED THIS DAY OF , 2015 A.D. 

(County Administrator)

(Minister of Alberta Transportation)

RECEIVED SECOND READING THIS DAY OF 2015 A.D. 

(Reeve)

(County Administrator)

RECEIVED THIRD AND FINAL READING THIS DAY OF 2015 A.D. 

(Reeve)

(County Administrator)
Agenda Item # 12.1

Road Closure Bylaw 1364

10:00 a.m. Public Hearing - Road Closure
Bylaw 1364 - Part of Road Plan 1181T within

Road Plan to be closed

RIVER LOT 27
RIVER LOT 4
RIVER LOT 27
BATTLE RIVER

Road Closure Bylaw 1364
Road Plan to be closed
Agenda Item # 12.1

Road Closure Bylaw 1364

Road Plan to be closed
Agenda Item # 12.1

10:00 a.m. Public Hearing - Road Closure
Bylaw 1364 - Part of Road Plan 1181T within

Cameron County,

In regards to the bylaw 1364, I, Rick Trautman, do not agree with the closing of this road because I have no access to my land in the river valley. I need to move farm equipment in that way. There is no other access for me. I have been in contact with John Smith and also county counsel Ken Krause regarding this matter. I'm disappointed the county has not been in personal contact with me for this has not been resolved since the new bridge was put in. I'm not available Nov. 24/15 for the public hearing as I'm away on vacation. Please contact me for a meeting. This closure cannot be done, for I have no access otherwise.

Sincerely,

Rick Trautman

Nov. 9/15
CAMROSE COUNTY
AGENDA ITEMS

Meeting: Regular Meeting of the Council - 24 Nov 2015
Meeting Date: 24 Nov 2015
Agenda Item No: AGD - 2076
Confidential: No
Originated By: Teresa Gratrix
Title: Virtual Service: Electronic Access to Documents

ACTION / RECOMMENDATION:

That Council approve the Virtual Service: Electronic Access to Documents Policy 5.22.

BACKGROUND INFORMATION:

Administration will soon launch EGov (a module of the MuniWare Financial Software Package) to provide ratepayers and other customers with access to information such as Utility and Tax Account Balances, Assessment Information, and Tax Certificates.

Users will be given a password and access to different EGov services based on their needs and affiliations.

Policy, Bylaws, Provincial Acts or Regulations:
Policy 5.22

Financial Implications:

Alternatives to the Recommendation:

Pro's:

Con's:

Communication:

Documentation:

DISCUSSION:

County Administrator Signature:
CAMROSE COUNTY
VIRTUAL SERVICE: ELECTRONIC ACCESS TO DOCUMENTS

**Policy Statement**
Camrose County recognizes the need to provide online or "virtual" access to information to our ratepayers. The scope of these virtual services and their use is provided within the remainder of this document.

**Definitions**
1. **Virtual Services or e-Government** means online or remote functionality and access to individual user accounts and services as assigned and configured by Camrose County. These services may include:
   - 1.1 Account Inquiry and Balance options;
   - 1.2 Tax Certificate access;
   - 1.3 Assessment Inquiries;
   - 1.4 Available Payment Options;

2. **P.I.N** means Person Identification Number, used in combination with the other user log-on credentials to access accounts

**Subscription Requirements**
3. Camrose County ratepayers wishing to subscribe to Camrose County virtual services must:
   - 3.1 Inform Camrose County administration staff of their intention to subscribe to virtual services
   - 3.2 Complete the registration form and submit to Administrative staff
   - 3.3 Provide an e-mail address for Camrose County electronic correspondence related to the services and secondary contact information (phone number(s)) for our records.

**Subscription Process**
4. Upon receipt of the request to subscribe to Camrose County virtual services:
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<tr>
<th>Section: ADMINISTRATION</th>
<th>Page: Adopted.</th>
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<tbody>
<tr>
<td>Subject: VIRTUAL SERVICE:ELECTRONIC ACCESS TO DOCUMENTS</td>
<td>Control Code:</td>
</tr>
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4.1 Authorized users will be sent a confirmation e-mail with an initial P.I.N which MUST be changed with the first successful log-on and access to the service(s).

4.2 The P.I.N. must be a 4 digit code that complies with the following rules:
   4.2.1 Numeric
   4.2.2 Non-sequential
   4.2.3 Non-published

4.3 Camrose County will not store or track user P.I.N. information, nor will it be held liable for use of this information. Should a subscribed user forget their P.I.N., they will have to contact Camrose County and arrange to have a new temporary P.I.N. generated and sent to them.

4.4 Users subscribed to virtual services for Camrose County may not share, transfer or otherwise disseminate information pertaining to their accounts or subscribed services. Such instances will result in termination of access.

4.5 Users must notify Camrose County of any contact information changes (e-mail, phone number etc.) as it pertains to the use of Camrose County virtual services. Failure to comply may result in suspension or termination of subscribed services.
E.Gov Key Benefits

- Greater integration with your customers
- Secure self-service access to their account information
- Less phone calls for information
- Potential for quicker receivables
- Automatic cash receipt batch creation process
- 24/7 convenience

Key Benefits:
E.Gov Overview

- It includes features such as:
  - Account lookups with Transaction details
  - Business directory linked to your Business Licensing module
  - Optional payment processing integration
  - Online assessment inquiries
  - Lawyers can request Tax Certificates
  - Links included with the Email feature to access account information and payment processing

E.Gov Overview - An online suite of applications that expand your municipalities' reach and service offerings to your customers.
AGENDA ITEMS

Meeting: Regular Meeting of the Council - 24 Nov 2015

Meeting Date: 24 Nov 2015

Agenda Item No: AGD - 2079

Confidential: No

Originated By: Teresa Gratrix

Title: Dimestore Fisherman Proposal

ACTION / RECOMMENDATION:

To be determined.

BACKGROUND INFORMATION:

Jim Hoey of The Dimestore Fishermen has approached Administration with a proposal to feature Camrose County in an upcoming episode of the show.

The Dimestore Fishermen is a long running Canadian fishing show that highlights the cultural, historical, and recreational aspects of the region or municipality they are visiting. In addition to the feature episode they will also provide us with a 5-7 minute tourism digital asset and 4 social media vignettes featuring Camrose County. The digital assets can be used on our website and other online digital platforms.

The fee for a feature episode shoot is $25,000 + GST. In addition, the host is responsible to provide accommodations for the film crew, and guided fishing. The filming would take place during 2016 and the episode would air in 2017. The digital assets would be available to us in the fall of 2016.

See the attached for additional information.

Policy, Bylaws, Provincial Acts or Regulations:

Financial Implications:

$25,000 plus additional expenses of accommodations and time.

or a portion of this if the project is cost shared with the City/Tourism Camrose.

There is a possibility of Grant funds for this project (according to Jim Hoey) if the project is a joint endeavor with multiple partners.

Alternatives to the Recommendation:

Pro's:

Promotion of Camrose County to a wide audience.

Professional videos featuring aspects of the County.

Con's:

High cost. Possibility that the digital assets will feature more of the City and less of the County if we work in conjunction with partners on the project.

Communication:

Documentation:

DISCUSSION:

In conversation with Jim Hoey, he mentioned that they typically feature special events in the area in conjunction with the fishing. The events he mentioned for the Camrose County episode were the Big Valley Jamboree and the Spring Classic Rodeo. As these events are primarily City of Camrose events, we may want to work in conjunction with Camrose and share costs on the project.

Three options for the project:

- reject the proposal of the Dimestore Fishermen to film an episode in Camrose County
- accept the proposal, but limit the feature to only Camrose County events and locations, excluding BVJ and the Rodeo. This will give us maximum exposure and digital assets that solely feature Camrose County.
- possibly work with the City of Camrose/Tourism Camrose to develop an episode that features events and locations in both areas and share costs on the project. The resulting digital assets would feature both municipalities (it may be possible to have the production of video featuring only Camrose County, but that...
would be something we would need to negotiate with the Dimestore Fishermen).

Country Administrator Signature:
Hello Teresa,

It was a pleasure speaking with you on the phone regarding The Dimestore Fishermen television program attending Camrose County for filming a feature episode of our program in 2016. The Dimestore Fishermen provides a focus on exposing great Canadian communities to an international viewing audience while focusing on the cultural, historical and recreational aspects of the region or municipality that we are visiting. As we discussed, we are forwarding a summary of our opportunity for you.

We have been producing for over 15 years and 209+ unique feature episodes of only Canadian destinations during our program’s history. We are are believed to be the longest standing wholly owned independent television production in Alberta’s history. The Dimestore Fishermen has a large domestic and international viewing audience. Our Canadian market includes 4 national broadcasters. We also air with SHAW the largest distributor of cable in Canada. SHAW carries TDF on many unique local cable broadcasts in different centers in Canada and as a unique free video on demand program. The program broadcasts nationally in Canada with NTV Canada’s Superstation, NEWCAP TV (a CTV affiliate) and on WILD TV Canada’s Outdoor Channel. All of these broadcasts can also be seen on Bell Express Vu and Shaw Direct (formerly Starchoice). NTV is also broadcast on SHAW, Telus, Rogers in Canada and select cable distributors in both the USA and the Caribbean. WILD TV Canada’s All Hunting & Fishing Channel is a national broadcast airing at select times 4 times weekly on their HD & SD platforms in Canada.

Our fee for attending for feature episode shoot is $25,000 + GST. We will attend Camrose County for 6 nights and 5 days. Our schedule during attendance usually provides for fishing for 3 days and filming in the community including scensics and other segment content for our program for 2 days. We also request partnership for cost for our accommodations and food if it is possible. We require guided fishing for our visit to Camrose County. This is usually achieved with volunteers in the community. The feature episode will broadcast up to 100 times during its’ broadcast rotation in all of our markets of broadcast over the course of a broadcast year. In addition to the feature episode our opportunity also includes a 5-7 minute tourism digital asset and 4 social media vignettes filmed in HD that are 2-3 minutes in length each featuring unique moments in Camrose County. These digital assets can be used on your website and other online digital platforms.

We hold the distinction of being one of the top broadcast Canadian outdoor television programs in North America.

Consider these facts regarding our program:

- We have been in business for more than 15 years.
- We have achieved 15 seasons of episodic production filmed only in Canada. We have filmed 209+ feature episodes.
- We have achieved many awards and much recognition for our production.
Our production company has worked with many prolific brands and companies all over the world. This can be referenced on our website.
http://dimestorefishermen.com/our-production-company/

Alberta MLA Dave Rodney (Canada’s only man to summit Mount Everest twice) presented an Alberta Legislative Assembly Certificate commemorating our having won the ‘2006 Sportsman of the Year’ award.

We have worked with government of all levels for over a decade all over Canada.

We have many of the same sponsors as when we started over 15 years ago.

We have broadcasted our program nationally in Canada and in the USA for over 15 years.

Our website has been sponsored by western Canada’s 3rd largest high speed internet company: Nucleus for over 15 years.

More information

A number of ways to watch us Nationally in Canada & abroad.

**NTV Canada’s Superstation** can be seen January-November on SHAW and nation-wide Bell Xpress Vu on channel 199. Or you can view NTV on Star Choice/Shaw Direct nation-wide on channel 310. The Dimestore Fishermen airs on NTV Canada’s Superstation Saturday at 11:00PM MT or 1PM ET.

**NEWCAP TV** a CTV affiliate can be seen year round on Bell Xpress Vu on channel 237. Or you can view Newcap TV on Star Choice/Shaw Direct nation-wide on channel 319. The Dimestore Fishermen airs on NEWCAP TV Sunday at 8AM PM MT 10AM ET.

**WILD TV** is Canada’s All Hunting & Fishing Channel HD & SD. This channel is seen in every province and territory in Canada and reaches over 10 million broadcast homes via SHAW, Telus, Roger’s, Eastlink, Cogeco, Bell Xpress Vu & SHAW Digital Direct as a specialty channel. We air 4 times weekly. Our air times in 2013 are Monday at 9:30PM ET, Saturdays at midnight ET & 10PM ET, Wednesday at 1PM ET.

**SHAW Video on Demand** is a service offered to SHAW Cable customers. Households that receive SHAW Cable can order Video on Demand with their cable controller and receive high quality television series/episodes & movies anytime of day. The Dimestore Fishermen Outdoor Television program is offered as a free premium television HD program for SHAW subscribers. Currently the 16th season of TDF is on VOD. Shaw is a diversified communications company whose core business is providing broadband cable television, High-Speed Internet, Digital Phone, telecommunications services (through Shaw Business Solutions) and satellite direct-to-home services (through Shaw Direct). The Company serves 3.4 million customers, including 1.6 million Internet and 700,000 Digital Phone customers, through a reliable and extensive network, which comprises 825,000 kilometres of fibre.
SHAW Local Cable Calgary & Southern Alberta, Edmonton, Red Deer & Fort McMurray, Medicine Hat, Lethbridge, Pincher Creek, Vancouver Island, Winnipeg, Thunder Bay, Kenora, Dryden & NW Ontario. These are local cable channels serving each market. SHAW cable is received by a large percentage cable subscribers in Alberta and all over Canada. SHAW Calgary cable 10 airs TDF 8 times weekly Friday at 5:30PM, Saturday at 7AM, Monday at 1PM & 1AM, Tuesday at 7AM, Wednesday at 10:30PM, Thursday at 7AM.

Program segment features

Our program is a Canadian community feature documentary for domestic North American & international viewers. Our program appeals to outdoor enthusiasts, families & global travelers. Our whole program is contoured for the viewer to have an experience of visiting one of the destinations where we are visiting during that program. Our program features a segment that airs for 3-4 minutes of length during the program and the segment is called “How the Heck do you Get Here?”. There is a an Earth satellite image that goes map in map to feature the local roadwork and there is a voice over through out the segment that provides details for the viewer directly related to the pictures they are seeing while viewing the program. During this segment we feature exteriors/interiors of our accommodations and shots of the surrounding area/points of interest. Beauty footage that has been filmed while on location is also featured during this segment and throughout the episode. We also will place information at the end of the program during the credit roll portion of the program in a Special Thanks area where Camrose County is mentioned first and is on screen for at least 5-7 seconds.

There is also a 2 minute segment of the program entitled “Locals Know”. This is a segment feature where a host is interviewing a local who knows (mayor, economic development director, tourism director or historian). We ask the interview subject questions relative to their background and then proceed to inquire on a wide range of topics potentially including area history, visitor attractions, local culture and other outdoor opportunities and eco adventures in the area we are visiting. This is an opportunity to feature Camrose County to a large domestic and international viewing audience in a very special way.

Partners

We are also able to tastefully feature partners of the project in a number of ways during the feature episode. Signage in the form of decals on boats and trucks are strong visuals for viewers. We encourage all of our supporters to have decals made with website URL’s and phone numbers.

It is not uncommon to have a government (provincial or regional tourism, economic development) or industry partner (forestry, industrial) involved in a feature episode. As a back drop while we are talking with a partner on camera we will be fishing with them or at one of their site projects talking informatively about how their efforts positively impact the region that Camrose County resides in.
Social Media video content production that is value added

It is our intention to film 4 X social media videos with you in your region. This is in addition to the tourism digital asset that is 5-7 minutes in length. This is a part of our engagement together. There is no extra cost associated with this. Many communities are paying a tremendous amount to production agencies to provide this service. This is value added for our partners. We are providing you with valuable digital assets for your community and online needs. We work with you to realize a shot selection list (ssl), a storyboard for each video, which acts as an outline for the way we want to film the video. You have the opportunity to be present for all of our community component filming. You can realize the shots as they are happening and have a direct say in shot making and composition. You know how you want to reflect your region. We help you realize your vision.

Notification

The episode we film while in Camrose County will likely begin post production by November of 2016. Shortly before you receive the episode for preview we will also provide a tourism digital asset and the community vignettes via Dropbox. The video is provided in a “web ready” format and is compatible with viewers for the internet. This asset will feature a voice over accompaniment that explains for the viewer what they can expect when traveling to Camrose County. With our provision of a hard drive we will also transfer a native file format for indexing the best possible quality HD digital assets for your library. The digital assets we provide are valuable for presenting the community in your chosen forms of multi media and are optimized for public information.

We will, after having provided the tourism digital asset, vignettes and the episode preview, contact Camrose County prior to any broadcast to the public, with an email outlining when and where the episode will be broadcasting in order to give enough lead time for media to be alerted locally to the airing of the episode.

We are truly Canada’s outdoor show. We want you to know we are looking forward to working with you on making our attendance in 2016 a reality. Please feel free to contact us directly for any questions or concerns. My cell phone number is 403.874.4790. We look forward to hearing from you.

All the best,

Jim Hoey

The Dimestore Fishermen-Jim Hoey
Testimonials from all over Canada

William Slenders – Development Officer, County of Newell, Alberta

“The Dimestore Fishermen television program was an amazing contribution to the Region of Newell. Jim Hoey, D'Arcy Vandergucht, and Cal Jarvis were incredible during their stay in the Region of Newell and represented our region in a way that we have never had before. These three are first class Albertans and Canadians. Their show was awe-inspiring as it drew in points of view, items and people of interest, events, attractions, and the amazing fishing spots of our region into a never before seen program featuring the Newell area. Many locals were taken aback when they saw the program.

The program was a nice balance of fishing and local information. During the production, Jim and myself worked with the Kiwanis group of Brooks to plan production for the show at the Father’s Day Fishing Derby. This was special to us as one of the founders and a key supporter of the event passed away not more than a week after the event concluded. Jim dedicated the episode to his memory, and the community is extremely grateful for this kind gesture. Planning was also made with other groups, charities, events and non-profits to help identify and promote them during their stay in the Region of Newell. In the 2013 year, (the second time we brought Jim and The Dimestore Fishermen crew into Newell), Jim and his band headlined a benefit show for the flood victims of the 2013 June Floods in Alberta. Interested in more than the production of his show, Jim’s genuine concern with helping in the events and wellbeing of the community is both astonishing and refreshing in today’s day and age.

VisitNewell.com (The Region of Newell’s tourism website) also received a lot of attention and redirects from the show. We saw a marked improvement in the website visitation rates from across North America. More specifically, our Lakes, waterways and fishing were among the top keywords being searched on our site. With a great deal of success in our online marketing, the show helped us to make 2013 our best tourism year yet.

Overall, I would highly recommend to other communities, regions, and tourism organizations to pursue a show with The Dimestore Fishermen. The show, the crew and Jim have been incredible to work with, and we are happy to have had the opportunity to work with Jim for the last two years.”
Danielle Gravelle – Development Officer, Town of Temiscaming, Quebec

“A production crew from the Dimestore Fishermen were in our community Aug. 19-24, 2010 to film an episode and produce a tourism video featuring the Town of Temiscaming, the municipality of Kipawa, Eagle First Nation and Wolf Lake First Nation.

On behalf of the partners involved in this endeavour, I am pleased to confirm that Jim Hoey of the Dimestore Fishermen did an excellent job in showcasing our communities and its tourism assets. So far, we have only received positive feedback from community members involved in one way or another in the production process. Mr. Hoey and his crew did their utmost to fulfill the heavy schedule we had prepared for them.

The episode has been broadcasted on Wild TV on various occasions since Feb. 2011. We recently learned that it will also air on Newcap TV. We received a great tourism video about our community and Lake Kipawa that we have uploaded to our respective websites.

All aspects of the agreement were respected and I have to say that Jim Hoey is a fine gentleman and businessman. He is a professional and I recommend the hiring of his services.”

Mr. Jeff MacTavish – Director of Economic Development, City of Miramichi
New Brunswick

“The exposure that your television program, *The Dimestore Fishermen*, has provided our region has helped to describe recommended and required equipment, expected weather conditions, allowed for the promotion of our over 40 outfitters and showcased our community in a manner consisted with our needs. Additionally, the episodes clearly demonstrated the differences in fishing conditions spring, summer and fall.

You and your team have truly partnered with the community and have incorporated as much community content as possible without compromising your own established brand. The added value of the tourism DVD that is produced has also helped the City of Miramichi promote our seasonal activities during the trade shows that our staff attends.

Although, the City of Miramichi did not engage the services of The Dimestore Fishermen in 2010, I certainly expect that in the years to come, the partnership of community promotion that has been formed between the city and your program will continue to “spawn”!

Thanks for all you have done to help promote Miramichi as the premier location to fish Atlantic Salmon and I hope to see your line wet in our water soon!”
Alan Burt - Creston Valley Development Authority liaison during our attendance
British Columbia

“We were then asked if we would like to host Jim Hoey and his team from The Dimestore Fishermen to enable them to make a made for television fishing program that would feature the Creston Valley. This was the perfect solution. Jim and his cameraman, Warren, were the consummate professionals. They not only produced a great fishing program but they also included the best of the Creston Valley. This program will be seen by tens, and probably hundreds, of millions of people… Thank you Jim and thank you Warren. Your contribution to Canadian tourism in general and the economy of the Creston valley in particular is enormous. The Dimestore Fishermen will long be remembered in the Creston Valley with both gratitude and affection.”

Tammy Hardwick - Manager, Creston & District Museum & Archives
British Columbia

Hi Jim,

“I just wanted to let you know that we've had a few visitors into the Creston Museum who saw the Creston Episode on Dimestore Fisherman. They said they'd come to Creston, and to the Museum specifically, because of your show - so thanks for the great PR! We do appreciate it!”

Chris Andrews, Manager, Partner and Community Programs - Kootenay Rockies Tourism
British Columbia.

KRT was instrumental in assisting us to film 3 episodes in the Kootenays. Other partners included the 2010 Vancouver Olympic and Paralympic Secretariat and Columbia Basin Trust.

“We had hoped to capture the essence, character and dramatic beauty of the Kootenay Rockies and highlight the incredible range of fishing. Jim Hoey and The Dimestore Fisherman captured all of what we wanted and more because of his personal nature, passion and professionalism. The end result was a series of three high quality episodes that represent the destination accurately and allow viewers to share in a genuine experience.”
Alex Getzlaf - Mayor of Avonlea, Saskatchewan

“Hi Jim, just a quick note to say hi and a big thank you. After viewing the Avonlea episode and tourism video I must let you know how impressed we are, we had a few guidelines we wanted and you were more than willing to accommodate us on what we wanted out of our show. The cast and crew were 1st class and therefore has resulted in what we feel is a 1st class show and promo video. Totally enjoyed our time with you and your team and look forward to meeting up with you in the future. The decision to have Dimestore feature Avonlea and area in a TV show will pay dividends for years to come.”

Debbie Honch, Executive Director - Prince Albert Tourism and Marketing
Saskatchewan

Prince Albert Tourism and the Prince Albert National Park, along with several other partners, engaged the Dime Store Fisherman to showcase our City and Region in the summer and fall of 2009. Jim Hoey and his team were excellent to work with and produced not only an outstanding fishing episode, but also a tourism promotional video that showcases our city of Prince Albert and Prince Albert National Park. The video does a great job of presenting the spirit of our communities and people. We are very proud of our past, celebrate our present and look forward with great expectations for our future....Jim and his team were able to capture that community pride and a few good fish to boot! Our thanks to the entire Dimestore Fisherman team!

Madge Richardson - Mayor of Schreiber, Ontario

“Good morning Jim. Thank you so much. You've probably heard this before - but I really wasn't sure what to expect and you have surpassed it! I really enjoyed both the promotional and show DVD's. Gib has received a copy and is extremely proud. He will be our celebrity as word spreads in Schreiber (nothing spreads faster than news of any kind in a small town!!) and then when the segment is aired. He's a wonderful gentleman. It's really neat to see people you know on TV and I especially enjoyed your rapport with Cory and Lloyd, Jon and Pat. They too were great and will share the limelight with Gib! Very, very cool.

Congratulations Jim on a great show. Thank you for visiting Schreiber and thank you for portraying our Town and our area in a manner in which we are all proud. You captured why we love the town and why we wouldn't live anywhere else and why everyone should visit us at least once! Take care. It was great watching you on the DVD, hearing your narrative and seeing how you put everything together. You're a true professional and it was great meeting you and having your production in our community. You're really something. Thanks again, Madge.”
### Agenda Item # 12.4

**CAMROSE COUNTY**  
**AGENDA ITEMS**

**Meeting:** Regular Meeting of the Council - 24 Nov 2015  
**Agenda Item No:** AGD - 2078  
**Originated By:** Teresa Gratrix

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<th>ACTION / RECOMMENDATION:</th>
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<td>That Council not proceed with the proposed research project to catalogue the birds and vegetation on Project 3-41-14.</td>
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**BACKGROUND INFORMATION:**

Reeve Gregorwich and Councillor Gillespie asked administration to inquire on the possibility of research that would catalog the birds and vegetation present in the RR 200 road allowance before and after construction (long term). T. Gratrix contacted Professor Hvenegaard and he responded that the project could be feasible.

The intention of the research project is to gather information on the impact of Road Construction on the ecosystem of an area so future projects can be designed to mitigate the impact, and information on the impact could be available to ratepayers.

**Policy, Bylaws, Provincial Acts or Regulations:**

**Financial Implications:**

Initial cost estimate from Augustana is $5000 - $10,000 depending on the scope of the project.

**Alternatives to the Recommendation:**

That Council direct Administration to work with Professor Hvenegaard at the Augustana Campus of the University of Alberta to conduct a research project on the impact of the construction of Project 3-41-14 on ____________ (choose areas of study) at a cost of ________ (dependant on study focus) with the funds to come from Project 3-41-14 budget.

**Pro's:**

**Con's:**

Commissioning this project may lead to potential costs on future projects, and possible liability issues. Council may face an expectation that research will accompany future development projects. Also, interpretation of the results may be used to negatively impact future projects.

**Communication:**

**Documentation:**

**DISCUSSION:**

If Council decides to proceed with the project, direction is needed to set the scope of the project:

- wetland delineation
- breeding birds
- upland vegetation
- wetland vegetation
- other wildlife
- invertebrates
- water chemistry

Each of these options involves different steps, skills, and equipment (and therefore, costs).

If Council decides to proceed with the project, direction is needed to set the timeline for the project:

- Range Road 200 construction would need to be held back until July to allow for the pre-construction research to take place
- post-construction research timeline of 3 - 5 years would need to be set.

**County Administrator Signature:**
**CAMROSE COUNTY**

**AGENDA ITEMS**

**Meeting:** Regular Meeting of the Council - 24 Nov 2015  
**Meeting Date:** 24 Nov 2015  
**Agenda Item No:** AGD - 2086  
**Confidential:** No  
**Originated By:** Teresa Gratrix  
**Title:** Emerging Trends Workshop

**ACTION / RECOMMENDATION:**

That Camrose County Council authorize any member of Council or Administration staff wishing to attend the Brownlee Emerging Trends in Municipal Law Seminar to be held February 18, 2016, with fees to be paid from Administration, In-Service Training and Registrations, and Planning and Development In-Service Training.

**BACKGROUND INFORMATION:**

**Policy, Bylaws, Provincial Acts or Regulations:**

**Financial Implications:**

**Alternatives to the Recommendation:**

**Pro's:**

**Con's:**

**Communication:**

**Documentation:**

**DISCUSSION:**

**County Administrator Signature:**

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Emerging Trends Workshop

BROWNLEE

BARRISTERS + SOLICITORS

Calgary – February 11th, 2016
Coast Plaza Hotel and Conference Centre
1316-33 St. NE, Calgary, AB T2A 6B6
403-248-8888

Edmonton – February 18th, 2016
Edmonton Expo Centre
7515-118 Avenue, Edmonton, AB T5B 4X5

Registration & Continental Breakfast – 8:00AM – 8:40AM
Opening Remarks – 8:40AM – 8:45AM

Morning Plenary Sessions:

A. The New Normal – Communicating and Cooperating Regionally and Provincialy
8:45AM – 10:15AM

Identifying what the new normal is and will be for Alberta. Hear from a panel of legal, communications, and municipal speakers on how new mandates are already impacting communications with the Province, amongst regional municipalities, and between sub-regional municipalities, what the future may hold, and what municipalities are already doing to address it all.

15 MINUTE BREAK

B. “Going Regional” – What Does Regional Service Collaboration Really Mean in The New Normal
10:30AM – 12:00PM

With mandated cooperation and collaboration, regional service initiatives have never been more important and are the key to meeting the expectations that come with the new public service landscape in Alberta. Our panel of legal, engineering and accounting experts will provide practical advice ranging from:

- understanding the “big picture”, the tools available, and governing it all
- knowing the numbers from the onset, with the necessary business case development, cost allocations, and analyses
- how does it all tie together from concept, to shovel ready, and beyond

In each case, highlighting lessons learned, traps and successes.


Emerging Trends Workshop

**LUNCH – 12:00PM – 1:00PM**

**Breakout Session #1**

**Emerging Technologies for Municipal Services – Drones, GPS, Surveillance and Privacy**
**1:00PM – 2:00PM**

With advances in technology, new tools exist for delivering municipal services and enhancing public safety, including use of drones for enforcement or monitoring purposes, video surveillance of municipal operations and public places, and GPS monitoring of fleet vehicles. This session will examine the legal and privacy implications of incorporating such new technologies into your municipal operations.

**Breakout Session #2**

**Demystifying “Constructive Dismissal”**
**1:00PM – 2:00PM**

In our current economy and political landscape change is a constant presence. Restructuring, reorganization and downsizing are human resources realities of regional change. What is constructive dismissal? What are the consequences and how can you avoid hidden traps and risk in this area when implementing changes within your municipality? This session will answer your questions.

**15 MINUTE BREAK**

**Bear Pit Session**
**2:15PM-3:30PM**

**Reception to Follow**

If you have questions about the registration process you can contact Vicki Bains at v.bains@brownteelelaw.com.

If you have questions about the payment process you can contact Karen Monk at k.monk@brownteelelaw.com

Brownlee LLP, 2200, 10155-102 Street, Edmonton Alberta T5J 4G8, 780-497-4800

Reeve's Report for November 11 to November 24, 2015

- 11 November - present wreath at Remembrance Day service in Bawlf
- 16 November - attend "Citizen Engagement" (Elected Officials Education Program) at Shaw Conference Center (see details below), attend "Mayors/Reeves Liaison Committee Meeting"
- 17-18-19 November - attend aamdc Fall Convention, Shaw Center/Edmonton
- 20 November - walking tour with Forrest Hagen (County resident), Sarah Skinner & Nathalie Stanley Olson (Battle River Watershed Alliance) of native heritage sites in Battle River Valley
- 23 November - CALA Board meeting at Bethany Group

Phone calls & emails re: RR #200, Fridhem Church Concert, Shirley McClellan water issue, City self-service legislation, Bawlf Educational Support Team, Augustana request for Dean's Review, False Alarm Bylaw, Living Heritage Proposal, septic regulations, refugees in Camrose County, Kelsey water station vandalism.

Reports:

1) Mayors/Reeves Liaison Committee Meeting (attended by Mayors/Reeves/CAO's from all 69 rural municipalities)

Topics discussed:

- presentation from Mayor Roxanne Carr, Strathcona County giving an update on linear sharing issue, ND Ministers have assured aamdc members that linear will not be taken away; we need to show ND government that we are already sharing linear $ in the form of existing cost sharing agreements with urbans in our municipalities
- Mountain View County asked if other municipalities are facing increased speeding (50km over posted limits), some members stated that funding RCMP officers reduces this
- ND governments move to reduce/remove Coal Generation electricity discussed, Parkland County asking for support against the government plan arguing that such a move will increase electrical costs for consumers and affect small business
- Shaw Conference Center escalator problems.
- Conversation with Gerald Kuefler (Reeve, Flagstaff County)...Flagstaff has hired Doug Griffiths (13 Ways Consulting) to evaluate the concept of regional governance in Flagstaff County.
2015 Internal Safety Program Audit
The County received 93% on the Internal Audit. This formal audit has been broken down into department audits this year to provide more specific information that will help each area make improvements. Public Works and Utilities received a score of 90%, ASB 91%, Landfill 97% and Admin, Protective Services, Planning and Assessment 95%.

The Safety Program is solid, meets legislative requirements and provides due diligence. Comprehensive programs are in place such as contractor safety, the fleet safety program and a modified work program for injured workers. Employees are being kept in the loop and a number of initiatives have been made available for employees to raise concerns, ask questions or offer suggestions. A general review of the program will help provide consistency, maintain awareness, keep everything fresh and prevent complacency.

Occupational Injury Service
The OIS Program is now available through the Smith Clinic once the County has received WCB approval to use the service. This program will save employees a lot of time waiting to see a doctor or sitting in the ER for work related injuries, reduce or even prevent lost time WCB claims and could substantially reduce the annual WCB Premiums paid out.

Safety Committee Members agreed the OIS will be very beneficial. The application will be forwarded to the WCB once management approval has been received.

2015 Permanent Staff Safety Leader Nominations
Nomination forms have been distributed, the successful nominee will be recognized for their active participation and contribution to work site safety at the annual Christmas Breakfast.

Terms of Reference and Rules of Operations
The Health and Safety Committee Terms of Reference and the Rules of Operation and Procedures are to be reviewed at least every three years. Safety Committee Members were asked to review these two documents and bring their comments to the January 2016 meeting.

Membership
Doug Lyseng will continue to be the Health and Safety Committee Member representing Council. An invitation will go out to all employees to sit on the Health and Safety Committee. Anyone interested in joining the Safety Committee should contact a current Committee Member, once they have received approval from their supervisor. Their name will then be forwarded to the County Administrator for approval.

Incidents
There were 11 incidents since the last meeting; a fibre optic line severed and gas line nicked, minor injury incidents, no lost time incidents and 2 break-ins.

Next meeting date January 19, 2016 at 9:00 AM