



# Clearwater County

## Regular Council Meeting - 09 Jun 2026

### Agenda

9:00 AM - Tuesday, June 9, 2026

Council Chambers, 4340 – 47 Avenue, Rocky Mountain House, AB

**Our Vision Statement:** Our communities are connected by our appreciation for, and stewardship of, our natural beauty, our economic prosperity, our quality living, and the diversity of our wonderful people.

**Our Purpose Statement:** Through proactive municipal leadership, we will invest innovatively to generate and support economic and population growth that position Clearwater County for a sustainable, prosperous future.

|   | Page      |
|---|-----------|
| 1. CALL TO ORDER  |           |
| 2. ADOPTION OF AGENDA   |           |
| 3. ADOPTION OF MINUTES  |           |
| 3.1. <a href="#">Regular Council Meeting - 26 May 2026 - Minutes</a>  | 3 - 9     |
| 4. PUBLIC HEARING   |           |
| 4.1. <a href="#">9:00 a.m. - Public Hearing - Bylaw 26/095 to Amend the Land Use Bylaw</a>  | 10 - 33   |
| 4.2. <a href="#">9:30 a.m. - Public Hearing - Bylaw 26/089 Application No. 11/26 to amend the Land Use Bylaw</a>  | 34 - 56   |
| 5. BYLAWS   |           |
| 5.1. <a href="#">Consideration of Second and Third Readings - Bylaw 26/095 to Amend the Text of the Land Use Bylaw 25/050</a>   | 57 - 61   |
| 5.2. <a href="#">Consideration of Second and Third Readings - Bylaw 26/089 Application No. 11/26 to amend the Land Use Bylaw</a>  | 62 - 66   |
| 5.3. <a href="#">First Reading of Bylaw No. 26/097 for Application No. 15/26 to amend the Land Use Bylaw - Pdf</a>  | 67 - 83   |
| 5.4. <a href="#">First Reading of Bylaw No. 26/098 and Bylaw No. 26/099 for Application No. 16/26 to amend the Land Use Bylaw</a>   | 84 - 101  |
| 5.5. <a href="#">Clearwater County Bylaw Review - Bylaw 26/090 Repeal of Obsolete or Redundant Bylaw</a>  | 102 - 106 |
| 5.6. <a href="#">First Reading - Bylaw 25/068 - Repeal of Saunders - Alexo - Development Node Area Structure Plan - Bylaw 25/045 and Whitegoat Lakes - Development Node - Pdf</a> | 107 - 111 |
| 6. DELEGATION/PRESENTATION  |           |
| 6.1. <a href="#">10:00 a.m. Jackie Seely - Donor Relations and Development Officer - STARS</a>  | 112 - 125 |
| 7. NEW BUSINESS   |           |
| 7.1. AGRICULTURE & COMMUNITY SERVICES   |           |

|        |   |           |
|--------|---|-----------|
| 7.1.1. | <a href="#">Condor Trail</a>  | 126 - 127 |
| 7.2.   | EMERGENCY SERVICES  |           |
| 7.2.1. | <a href="#">Operational Review of Ambulance Type and Coverage - Hamlet of Caroline and Area</a>   | 128 - 138 |
| 7.3.   | PLANNING & DEVELOPMENT  |           |
| 7.3.1. | <a href="#">What We Heard Report - Development Node Area Structure Plans (ASP)</a>  | 139 - 166 |
| 7.4.   | PUBLIC WORKS INFRASTRUCTURE   |           |
| 7.4.1. | <a href="#">Clearwater County Bylaw Review - Expired Bylaws for Public Works Infrastructure</a>   | 167 - 181 |
| 7.5.   | OFFICE OF THE CAO   |           |
| 7.5.1. | <a href="#">Health and Safety Policies (Template Alignment and Legislative Updates)</a>   | 182 - 189 |
| 7.5.2. | <a href="#">Draft Protection of Privacy Policy</a>  | 190 - 194 |
| 7.5.3. | <a href="#">Clearwater County 2026 Privacy Management Program</a>   | 195 - 196 |
| 7.5.4. | <a href="#">Adoption of the Updated "Welcome to Rural Clearwater County Resident Guide"</a>   | 197 - 222 |
| 8.     | REPORTS   |           |
| 8.1.   | <a href="#">Chief Administrative Officer (CAO) Report</a>   | 223       |
| 8.2.   | <a href="#">Rocky Mountain House Airport Briefing Report - May 2026</a>   | 224 - 227 |
| 8.3.   | Verbal Councillor Reports   |           |
| 9.     | CORRESPONDENCE  |           |
| 9.1.   | <a href="#">2025 Clearwater County Libraries' Return on Investment &amp; Quick Facts</a>  | 228 - 229 |
| 9.2.   | <a href="#">Letter from Caroline &amp; District Athletic and Agricultural Society</a>   | 230       |
| 10.    | NOTICES OF MOTION   |           |
| 11.    | CLOSED SESSION*   |           |
|        | * For discussions relating to and in accordance with: a) the <i>Municipal Government Act</i> , Section 197 (2) and b) the <i>Access to Information Act</i> and <i>Protection of Privacy Act</i> . |           |
| 11.1.  | Wild Rose School Division ATIA s. 26 Disclosure Harmful to Intergovernmental Relations  |           |
| 12.    | ADJOURNMENT   |           |



# MINUTES

## Regular Council Meeting

9:00 AM - Tuesday, May 26, 2026

Council Chambers, 4340 – 47 Avenue,  
Rocky Mountain House, AB

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|                                |   |
|--------------------------------|---|
| <b>COUNCIL PRESENT:</b>        | Reeve Jordon Northcott<br>Deputy Reeve Drew McKay<br>Councillor Breanne Powell<br>Councillor Hazen Letwin<br>Councillor Tyler McCauley<br>Councillor Bryan Cermak<br>Councillor Lorne Humphrey  |
| <b>ADMINISTRATION PRESENT:</b> | Chief Administrative Officer, Rick Emmons<br>Director, Agriculture & Community Services, Bettina van Nieuwkerk<br>Finance Manager, Rhonda Serhan<br>Development Officer, Dawson Connelly<br>Communications Coordinator, Djurdjica Tutic<br>Legislative Services Coordinator, Tracy Haight<br>Manager, Human Resources, Katie Histrop<br>Recording Secretary, Jana Thomson |
| <b>OTHERS:</b>                 | <u>Bylaw 26/096 – Application No. 14/26</u><br>Kristoph Dobrowolski<br><br><u>Draft 2026 – 2030 Strategic Plan</u><br>Kelly Rudyk – It's Logical  |

### 1. CALL TO ORDER

Reeve Northcott called the meeting to order at 9:00 a.m.

### 2. ADOPTION OF AGENDA

#### 2.1. Adoption of the Agenda

RES-321-2026 Motion by Councillor Hazen Letwin that the May 26, 2026 Regular Council Meeting agenda be approved as presented.  
CARRIED

### 3. ADOPTION OF MINUTES

#### 3.1. Regular Council Meeting Minutes

RES-322-2026 Motion by Deputy Reeve Drew McKay that the May 12, 2026 Regular Council Meeting minutes be approved as circulated.  
CARRIED

## 4. BYLAWS

### 4.1. First Reading of Bylaw No. 26/096 for Application No. 14/26 to amend the Land Use Bylaw

RES-323-2026 Motion by Councillor Breanne Powell that Council grant first reading to Bylaw No. 26/096 for Application No 14/26 to amend the Land Use Bylaw 25/050 for the purpose of redesignating all 2.42 acres at Plan 092 8187, Unit 15 (pt. SW 16-36-06-W5M) from the Country Residential District (CR) to the Community Amenity District (CA) and proceed to a public hearing.  
CARRIED

## 5. NEW BUSINESS

### 5.1. CORPORATE SERVICES

#### 5.1.1. First Quarter Financial Report

RES-324-2026 Motion by Councillor Breanne Powell that Council receives the Clearwater County Capital and Operating Financial Reports as of March 31, 2026 as information  
CARRIED

#### 5.1.2. Clearwater County Bylaw Review - Expired Bylaws Corporate Services

RES-325-2026 Motion by Deputy Reeve Drew McKay that Council authorizes Administration to transfer and retain the original copy and electronic format of expired Tax Rate Bylaws to Clearwater County's archival records storage as follows:

Former Village of Caroline:

Bylaws 4, 12, 19, 26, 30, 37, 43, 55, 66, 80, 97, 114, 128, 143, 156, 165, 177, 187, 203, 215, 223, 232, 245, 248, 251, 268, 282, 297, 314, 334, 347, 356, 368, 378, 388, 398, 408, 430, 445, 468, 476, 480, 488, 494, 512, 517, 519, 527, 540, 544, 548, 552, 04/04, 16/05, 22/06, 31/07, 38/08, 001/09, 007/10, 2011-002, 2012-002, 2012-003, 2013-001, 2014-005, 2016-003, 2017-002, 2018-003, 2019-001, 2020-004, 2021-004, 2022-004, 2022-004 2022 and 2023-004

Former Clearwater County:

Bylaws 28/85, 58/86, 73/87, 125/88, 165/89, 223/90, 257/91, 258/91, 302/92, 349/93, 415/94, 462/95, 521/96, 554/97, 587/98, 662/00, 703/01, 738/02, 787/04, 828/05, 837/06, 862/07, 891/08, 904/09, 924/10, 936/11, 959/12, 974/12, 985/14, 1001/15, 1015/16, 1021/17, 1047/18, 1065/19, 1093/20, 1107/21, 1118/22 and 1147/23.

CARRIED

### **5.1.3. Clearwater County Bylaw Review - Expired Borrowing Bylaws**

RES-326-2026 Motion by Deputy Reeve Drew McKay that Council authorizes Administration to transfer and retain the original copy and electronic format of expired Borrowing Bylaws to Clearwater County's archival records storage as follows:

Former Village of Caroline:

Bylaws 42, 63, 64, 82, 83, 100, 101, 103, 104, 111, 120, 122, 134, 148, 149, 160, 168, 171, 213, 217, 243, 244, 286, 298, 311, 312, 316, 317, 321, 327, 328, 331, 333, 335, 336, 341, 365, 377, 393, 412, 413, 416, 470, 481, 489, 492, 498, 23/06, 25/06, 27/07, 35/07, 2021-006, 2023-001 and 2024-002

Former Clearwater County:

Bylaws 914/09, 1117/22, 1138/23 and 1181/24.

CARRIED

### **5.1.4. Clearwater County Bylaw Review - Expired Bylaws - Adoption of Assessment**

RES-327-2026 Motion by Reeve Jordon Northcott that Council authorizes Administration to transfer and retain the original copy and electronic format of expired Adoption of Assessment Bylaws to Clearwater County's archival records storage as follows:

Former Village of Caroline:

Bylaws 46, 60, 74, 88, 96, 106, 123, 124, 133, 140, 147, 159, 169, 180, 207A, 216, 224, 225, 246, 249, 253, 254, 274, 305, 309, 322, 324, 326, 339, 353, 358, 370, 383, 390, 403, 405, 424, 434, 459, 475, 478, 485, 506 and 518

Former Clearwater County:

Bylaws 45/86, 108/87, 108/87-2, 146/88, 187/89, 244/90, 279/91, 328/92, 384/93, 437/94 and 538/96.

CARRIED

## **5.2. PLANNING & EMERGENCY SERVICES**

### **5.2.1. RCMP Community Priorities Plan (2026–2027) – Community Consultation and Priority Setting**

RES-328-2026 Motion by Councillor Lorne Humphrey that Council approves the continuation of the 2026–2027 Community Policing Priorities based on previous years' focus areas and to amend the third priority to read "human and drug trafficking and related enforcement", and directs Administration to work with the Rocky Mountain House, Rimbey & Sundre RCMP Detachment Commanders to finalize and implement the Plan.

CARRIED

Councillor McCauley joined the meeting at 9:39 a.m.

### **5.3. OFFICE OF THE CAO**

#### **5.3.1. 10:30 am Draft 2026-2030 Strategic Plan - Kelly Rudyk, It's Logical**

RES-329-2026 Motion by Reeve Jordon Northcott that Council adopt the 2026-2030 Strategic Plan for Clearwater County.

CARRIED

RES-330-2026 Motion by Councillor Lorne Humphrey that Council receives the Performance Management Plan with an amendment to change the reporting requirements on page 16 to remove the wording "semi-annual" as information.

CARRIED

## **6. REPORTS**

### **6.1. Chief Administrative Officer (CAO) Report**

RES-331-2026 Motion by Councillor Lorne Humphrey that Council approves attendance and remuneration for Councillors to attend the Rural Health Week events.

CARRIED

RES-332-2026 Motion by Councillor Hazen Letwin that Council approves attendance and remuneration for Councillors to attend the EDA Business Investment & Attraction In-Person Course.

CARRIED

RES-333-2026 Motion by Councillor Hazen Letwin that Council direct administration to draft a letter to Minister Williams and the Government of Alberta stating Council's concerns with Bill 28 regarding aggregate, libraries and assessment and taxation.

CARRIED

RES-334-2026 Motion by Reeve Jordon Northcott that Council receives the Chief Administrative Officer Report as information.

CARRIED

### **6.2. Capital Project Status Update Report - May 2026**

RES-335-2026 Motion by Councillor Hazen Letwin that Council receives the Capital Project Status Update Report - May 2026 as information

CARRIED

### **6.3. Broadband Project Update Report - May 2026**

RES-336-2026 Motion by Councillor Breanne Powell that Council receives the Broadband Project Update Report - May 2026 as information.

CARRIED

**6.4. Clearwater Regional Emergency Services Report - April 2026**

RES-337-2026 Motion by Councillor Tyler McCauley that Council receives the Clearwater Regional Emergency Services Report - April 2026 as information.  
CARRIED

**6.5. Economic Development Report - May 2026**

RES-338-2026 Motion by Deputy Reeve Drew McKay that Council receives the Economic Development Report - May 2026 as information.  
CARRIED

**6.6. RMH & Provincial RCMP Crime Statistics Update - Q4**

RES-339-2026 Motion by Councillor Tyler McCauley that Council receives the RMH & Provincial RCMP Crime Statistics Update - Q4 as information.  
CARRIED

**6.7. Sundre RCMP Crime Statistics Update - Q4**

RES-340-2026 Motion by Councillor Hazen Letwin that Council receives the Sundre RCMP Crime Statistics Update - Q4 as information.  
CARRIED

**6.8. Councillor Remuneration Report - April 2026**

RES-341-2026 Motion by Councillor Hazen Letwin that Council receives the Councillor Remuneration Report - April 2026 as information.  
CARRIED

**6.9. Verbal Councillor Reports**

RES-342-2026 Motion by Deputy Reeve Drew McKay that Council receives verbal reports from Councillors Powell, Letwin, McKay, McCauley, Cermak, Humphrey and Northcott as information.  
CARRIED

**7. CORRESPONDENCE**

**7.1. Letter from Minister Devin Dreeshen**

RES-343-2026 Motion by Councillor Breanne Powell that Council receives the Letter from Minister Dreeshen as information.  
CARRIED

**8. NOTICES OF MOTION**

**8.1. Notices of Motion**

No Notices of Motion were presented.

RES-344-2026 Motion by Councillor Hazen Letwin that Council enter into closed session to discuss items 9.1. 2028 Alberta Summer Games Bid Committee; ATIA s. 26 Intergovernmental Relations, 9.2. Legal; AITA s.32 Privileged Information, 9.3. Land; ATIA s. 26 Disclosure Harmful to Intergovernmental Relations and HR Update; ATIA s. 20 Disclosure Harmful to Personal Privacy at 10:48 a.m.

CARRIED

## 9. CLOSED SESSION\*

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

**COUNCIL PRESENT:** Reeve Jordon Northcott  
Deputy Reeve Drew McKay  
Councillor Breanne Powell  
Councillor Hazen Letwin  
Councillor Tyler McCauley  
Councillor Bryan Cermak  
Councillor Lorne Humphrey

**ADMINISTRATION PRESENT:** Chief Administrative Officer, Rick Emmons  
Director, Agriculture & Community Services, Bettina van Nieuwkerk  
Legislative Services Coordinator, Tracy Haight  
Manager, Human Resources, Katie Histrop  
Recording Secretary, Jana Thomson

**OTHERS:** Bylaw 26/096 – Application No. 14/26  
Kristoph Dobrowolski

Draft 2026 – 2030 Strategic Plan  
Kelly Rudyk – It's Logical

- 9.1. **2028 Alberta Summer Games Bid Committee; ATIA s. 26 Intergovernmental Relations**
- 9.2. **Legal; AITA s.32 Privileged Information**
- 9.3. **Land; ATIA s. 26 Disclosure Harmful to Intergovernmental Relations**
- 9.4. **HR Update; ATIA s. 20 Disclosure Harmful to Personal Privacy**

RES-345-2026 Motion by Councillor Bryan Cermak that Council return to open session at 12:20 p.m.

CARRIED

RES-346-2026 Motion by Councillor Lorne Humphrey that Council enter into closed session at 1:02 p.m.

CARRIED

RES-347-2026 Motion by Councillor Tyler McCauley that Council return to open session at 1:50 p.m.  
CARRIED

RES-348-2026 Motion by Councillor Lorne Humphrey that Council approve the retroactive adjustment to CAO Vacation Entitlement per Alberta Employment Standard and Clearwater County Policy as discussed in closed session.  
CARRIED

**10. ADJOURNMENT**

**10.1. Adjournment**

RES-349-2026 Motion by Councillor Bryan Cermak that the matters of the May 26, 2026 Regular Council Meeting have concluded and the meeting adjourn at 1:51 p.m.  
CARRIED






\_\_\_\_\_  
Reeve

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



## Agenda Item Report

### Regular Council Meeting

|   |  |  |  |  |
|---|--|--|--|--|
| <b>AIR Type:</b>  | Presentation   |  |  |  |
| <b>SUBJECT:</b>   | 9:00 a.m. - Public Hearing - Bylaw 26/095 to Amend the Land Use Bylaw  |  |  |  |
| <b>PRESENTATION DATE:</b>   | Tuesday, June 9, 2026  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>   | Planning & Development<br>Kim Gilham, Acting Director, Planning & Development<br>Tracy Haight, Legislative Services Coordinator and Rick Emmons, CAO   |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>   | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>   | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input checked="" type="checkbox"/> County Bylaw or Policy (LUB 25/050)   |  |  |  |
| <b>Council Values</b>   |  |  |  |  |
|  <p><b>Economic Prosperity</b><br/>Grow our population and economy by attracting people, investment, businesses, and industry.</p> |  <p><b>Cooperative Alliances</b><br/>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.</p> |  <p><b>Environmental Stewardship</b><br/>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.</p> |  <p><b>Community Social Growth</b><br/>Ensure the health and well-being of our communities and its residents.</p> |  <p><b>Financial Responsibility</b><br/>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.</p> |
| <b>ATTACHMENTS:</b>   |  |  |  |  |
| <a href="#">Bylaw 26-095</a><br><a href="#">Pages from Clearwater County LUB - Amendments May 2026</a>  |  |  |  |  |

#### STAFF RECOMMENDATION:

Pending the results of the public hearing, it is recommended that Council consider whether or not to grant Second and Third readings to Bylaw 26/095.

#### BACKGROUND:

Administration is requesting amendments to the Land Use Bylaw (LUB) after working with the current document for over 6 months. Although staff have further amendments to recommend after working

with the document, and likely more still after feedback is received from V3 Companies, there are some pressing issues to be considered.

Administration has noted that some items listed as discretionary uses could be moved to permitted, should Council be in favour. The Municipal Planning Commission (MPC) has taken on a number of applications since the LUB was approved. It is felt that some applications that have gone to the MPC could be approved by administration.

For example, in residential districts like the CR and CRA districts, the first accessory building over 250 square feet is permitted and additional accessory buildings are discretionary. Those additional accessory buildings are required to go the MPC. If a landowner already has a detached garage and would like to place a residential shop, greenhouse, or shed over 250 square feet, they are required to go to MPC. This has created significantly more work for administration and MPC for fairly simple applications. The decision for the additional buildings does have to consider setbacks and site coverage for the lot, prior to approval.

Administration is recommending the following:

That Accessory Building be listed as a Permitted Use in the CR, CRA, HR, HMD, and LR Districts, removing the limitation to one, and removing additional accessory buildings from the discretionary uses.

Additionally, Dwelling - Manufactured is listed as a Discretionary use in the CR and CRA land use districts. An application for a manufactured home on an acreage parcel is very common. However, there are also multi-lot subdivisions that are designed for Dwelling - Single Detached homes within Clearwater County.

Administration is recommending the following:

That Dwelling - Manufactured be added as a listed Permitted Use in the CR and CRA land use districts, when they are located on a stand alone parcel. And have them listed as a Discretionary Use when located in a multi-lot subdivision.

During the Land Use Bylaw rewrite many districts were combined, with some information or requirements not crossing over. The Nordegg Manufactured Home lots were rolled into Hamlet Residential (HR) lots. The differing setbacks for a manufactured home on a lot designed for manufactured homes, rather than a single family home have restricted the developability of the lots. The increased setbacks do not allow for a manufactured home to fit on the lots in the Nordegg subdivision. Therefore, administration is requesting that additional setbacks be added to the district to accommodate for the manufactured home lots, reducing the setbacks on those lots.

Additionally, both historic core residential districts were combined into one district, being NUR. The lots created adjacent to the pond are shorter, and the setbacks carried over from the other district, again makes the lots nearly undevelopable, given also the front yard setbacks, allowing the home to only be a few metres long. Staff is recommending a second rear yard setback be added to the district for no lane lots to 6 metres (19.7 feet). The building height was rounded in the wrong direction, having a wall height of 2.7 metres or 8.8 feet. Standard wall heights are either 8 or 9 feet. The suggested amendment is to have the maximum wall height be 2.75 metres or 9 feet.

Please see the attached Bylaw 25/095 and draft changes in the document sections for your review. This item was brought to Council for First Reading on May 12, 2026.

**CLEARWATER COUNTY CLEARWATER COUNTY  
BYLAW NUMBER 26/095R**

Being a bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw 25/05025/050 Land Use Bylaw, being Bylaw

**PURSUANT, PURSUANT** to the authority conferred upon it by the ~~Municipal Government Act, RSA 2000, Chapter M-26~~ *Municipal Government Act, RSA 2000, Chapter M-26* and the ~~Revised Statutes of Alberta, 2000, Chapter M-26~~ *Revised Statutes of Alberta, 2000, Chapter M-26* Amendments t

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

**AND WHEREAS, AND WHEREAS** ~~Municipal Government Act, RSA 2000, Chapter M-26~~ *Municipal Government Act, RSA 2000, Chapter M-26* as amended, the amendment of a bylaw must be made in the same way as the original as amended, that apply to the passing of the original bylaw;

**NOW THEREFORE, NOW THEREFORE** the Council of Clearwater County in the Province of Alberta, enacts as follows:

**11 AMENDMENTS**

- 1.11.1 Add "Dwelling ~~Additional~~ ~~Manufactured~~ Parcel" to the list of Permitted Standalone Parcel Uses in the Country Residential (CR) District and the Country Residential Agricultural (CRA) District.
- 1.21.2 Add "Multi ~~Use~~ ~~Dwelling~~ ~~Manufactured~~" listed as a Discretionary Use in the Country Residential (CR) District and the Country Residential Agricultural (CRA) District
- 1.31.3 Amend the use "One ~~Accessory~~ ~~Building~~ over 23.2m<sup>2</sup> (250 sq ft) ~~Accessory~~ Building over : "Accessory Building" in the list of Permitted Uses in the Country Residential (CR) District, the Country Residential Agricultural (CRA) District, the Hamlet Residential Agricultural (HR) District, the Hamlet Multiple Residential (HMR) District, and the Hamlet Multiple Leisure Residence (LR) District.
- 1.41.4 Remove "Additional Accessory Building(s) beyond those listed as Permitted Uses" from the list of Discretionary Uses in the Country Residential (CR) District, the Country Residential Agricultural (CRA) District, the Hamlet Residential (HR) District, the Hamlet Multiple Residential (HMR) District, and the Dwelling (HMD) Leisure Residence (LR) District.
- 1.51.5 Add the following to Site Regulations in the Hamlet Residential (HR) District:

Front Yard Setbacks ~~Front Yard Setbacks~~ Home Lot ~~M4.0m (13.1 ft) from~~ ~~M4.0m (13.1 ft)~~

Side Yard Setbacks ~~Side Yard Setbacks~~ Home Lot ~~M4.5m (14.8 ft) from~~ Lot 1.52m (4.99 ft) from exterior property line and 0.9m (2.95 ft) from interior property line.

Rear Yard Setbacks ~~Rear Yard Setbacks~~ Home Lot ~~M3.0m (9.8 ft) from~~ ~~M3.0m (9.8 ft)~~

1.61.6 Add the following to Site Regulations in the Nordegg Urban Residential (NUR) District: District:

“Laned Lots” to the existing Rear Yard Setbacks ~~Side Yard Setbacks~~ ~~Side Yard Setbacks~~

Rear Yard Setbacks ~~Rear Yard Setbacks~~ Home Lot ~~M4.0m (13.1 ft) from~~ A minimum of 6.0 metres (19.7 feet).

1.71.7 Amend the following to Site Regulations in the Nordegg Urban Residential (NUR) District: District:

Under Building Heights ~~Under Building Heights~~ shall not exceed 2.7m (8.8 ft) shall not exceed : measured from floor to ceiling ~~measured from floor to ceiling~~ exceed 2.75m (9.0 ft) measured from floor to ceiling.”

1.81.8 If any Section, sub-section, clause or phrase of this Bylaw is, for any reason, found to be invalid by a court, it will be deemed to be severed, and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

**22 EFFECTIVE DATE EFFECTIVE DATE**

2.12.1 This bylaw comes into force and effect upon third and final reading. This bylaw comes into force

Read a first time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_. Read a first time

\_\_\_\_\_  
Reeve Reeve

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

Public hearing held on \_\_\_\_ day of \_\_\_\_ . Public hearing held on \_\_\_\_ day \_\_\_\_

Read a second time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_. Read a second

Read a third and final time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_. Read a third

\_\_\_\_\_  
Reeve Reeve

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

## 11.2 Country Residential (CR) District

### Purpose and Intent

The purpose and intent of this District is to provide for acreages and/or communally serviced rural residential lot development with no agricultural operations taking place on the parcel.

### Exempt, Permitted and Discretionary Uses

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required | Personal Recreation Vehicle Storage (maximum of 4)   |
| Accessory Building: not exceeding 23.2 square metres (250 sq ft);  | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Construction Trailer   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Day Home   | Stripping & Grading (as part of approved development)  |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Signs Exempt as Per Section 10.2   |
| Demolition (in accordance with Section 3.2)  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Direct Market Sales  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Dugouts, fishponds, driveways  | Telecommunications Tower   |
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.)   | Temporary Use of Building for Emergency Purposes or Election Purposes  |
| Personal Use Agriculture & Keeping of Animals (as per Animal Control Bylaw)  | Temporary Living Accommodation in Personal Recreation Vehicle (in accordance with Section 9.20)  |
| Landscaping that does not impact drainage  |  |

| Permitted Uses   | Discretionary Uses  |
|--|---|
| <del>One-Accessory Building over 23.2m<sup>2</sup> (250 sq ft)</del> | <del>Additional Accessory Building(s) beyond those listed as Permitted Uses</del> |
| <del>Dwelling – Manufactured – Standalone Parcel</del>               | Backyard Beehive  |
| Dwelling – Relocated   | Dwelling – Guest House / Room   |
| Dwelling – Secondary Suite   | Dwelling – Manufactured – <u>Multi-Lot</u>  |
| Dwelling – Single Detached   | Home Occupation – Major   |
| Home Occupation – Minor  | Home Sales Center   |
| Solar Collector < 30kW: free-standing                                | Kennel  |
| Sea-Can (one)  | Sea-Can (additional beyond one)   |
|  | Short Term Rental   |
|  | Show Home   |
|  | Solar Collector > 30kW  |
|  | Stripping & Grading   |
|  | WECS-small  |
|  |   |

#### Site Regulations

b) The following regulations shall apply to all approved development within this District:

|                      |  |
|----------------------|--|
| Parcel Size          | A minimum of 0.91 ha (2.25ac) for unserviced parcels and a maximum of 1.46 ha (3.60 ac)  |
|                      | A minimum of 0.50 ha (1.23 ac) and a maximum of 1.21 ha (3.0 ac) for lots serviced by a piped water system, but individual septic systems. |
|                      | A minimum of 0.2 ha (0.49 ac) for lots serviced by a piped sewage system, but individual water wells and a maximum of 1.21 ha (3.0 ac)     |
|                      | A minimum of 0.20 ha (0.50 ac) for fully serviced parcels and maximum of 1.21 ha (3.0 ac)  |
| Maximum Lot Coverage | No buildings, structures or impervious surfaces shall cover more than 40% of the total lot coverage  |
| Front Yard Setbacks  | 50.0 m (164 ft) from the centre-line of a public road  |
|                      | 15.0 m (49.2 ft) from the right-of-way of an internal subdivision road   |

|   |   |
|---|---|
| Side Yard Setbacks  | 5.0 m (16.40 ft) from an adjacent property line   |
|   | 13.71 m (45 ft) for a North Nordegg subdivision lot   |
|   | 15.0 m (49.2 ft) from the right-of-way of a public road (corner lots)   |
|   | 7.5 m (24.6 ft) from the right-of-way of an internal subdivision road (corner lots)   |
| Rear Yard Setbacks  | 7.5 m (24.6 ft) from the rear property line   |
|   | 15.24 m (50 ft) for a North Nordegg subdivision lot   |
| Yard Setbacks from Existing and Proposed Highways and Service Roads | Discretion of Alberta Transportation and Economic Corridors or 70.0m (229.66 ft), whichever is greater from the centre-line of the highway right-of-way |
| Maximum Building Height   | 8.0 m (26.2 ft) for dwelling units  |
|   | 8.0 m (26.2 ft) for accessory buildings   |

**Hamlet of Nordegg (for applications within the Hamlet of Nordegg)**

- c) See Part 12: Hamlet of Nordegg Lot and Building Design Regulations for additional regulations that apply to lots with this designation within the Hamlet of Nordegg.

### 11.3 Country Residential Agricultural (CRA) District

#### Purpose and Intent

The purpose and intent of this District is to provide for acreages and/or communally serviced rural residential lot development with limited agricultural pursuits that do not negatively impact adjacent residences.

#### Exempt, Permitted and Discretionary Uses

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required | Personal Recreation Vehicle Storage (maximum of 4)   |
| Accessory Building: not exceeding 23.2 square metres (250 sq ft);  | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Construction Trailer   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Day Home   | Stripping & Grading (as part of approved development)  |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Signs Exempt as Per Section 10.2   |
| Demolition (in accordance with Section 3.2)  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Direct Market Sales  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Dugouts, fishponds, driveways  | Telecommunications Tower   |
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.)   | Temporary Use of Building for Emergency Purposes or Election Purposes  |
| Personal Use Agriculture & Keeping of Animals (as per Animal Control Bylaw)  | Temporary Living Accommodation in Personal Recreation Vehicle (in accordance with Section 9.20)  |
| Landscaping that does not impact drainage  |  |

| Permitted Uses   | Discretionary Uses  |
|--|---|
| One-Accessory Building <del>over 23.2m<sup>2</sup> (250-sq ft)</del> | <del>Additional Accessory Building(s) beyond those listed as Permitted Uses</del> |
| <del>Dwelling – Manufactured – Standalone Parcel</del>               | Agricultural Operation  |
| Dwelling – Relocated   | Backyard Beehive  |
| Dwelling - Secondary Suite   | Dwelling – Guest House / Room   |
| Dwelling – Single Detached   | Dwelling – Manufactured – <u>Multi-Lot</u>  |
| Home Occupation – Minor  | Green House – Public  |
| Solar Collector < 30kW: free-standing                                | Home Occupation – Major   |
| Sea-Can (one)  | Home Sales Center   |
|  | Kennel  |
|  | Sea-Can (additional beyond one)   |
|  | Short Term Rental   |
|  | Show Home   |
|  | Solar Collector > 30kW  |
|  | Stripping & Grading   |
|  | Tradesperson’s Business   |
|  | WECS-small  |
|  |   |

### Site Regulations

b) The following regulations shall apply to all approved development within this District:

|                      |   |
|----------------------|---|
| Parcel Size          | A minimum of 1.41 ha (3.5 ac) and no greater than 2.02 ha (5.0 ac) for an undeveloped site and 2.83 ha (7.0 ac) for a developed site unless part of an applicable statutory plan or Outline Plan, in which case, the minimum outlined in this plan would apply. |
| Maximum Lot Coverage | No buildings, structures or impervious surfaces shall cover more than 40% of the total lot coverage   |
| Front Yard Setbacks  | 50.0 m (164 ft) from the centre-line of a public road   |
|                      | 15 m (49.2 ft) from the right-of-way of an internal subdivision road  |
| Side Yard Setbacks   | 7.5 m (24.6 ft) from an adjacent property line  |
|                      | 15.0 m (49.2 ft) from the right-of-way of a public road or internal subdivision road  |

|   |   |
|---|---|
| Rear Yard Setbacks  | 7.5 m (24.6 ft) from the rear property line   |
| Yard Setbacks from Existing and Proposed Highways and Service Roads | Discretion of Alberta Transportation and Economic Corridors or 70.0m (229.66 ft), whichever is greater from the centre-line of the highway right-of-way |
| Maximum Building Height   | 8.0 m (26.2 ft) for dwelling units  |
|   | 8.0 m (26.2 ft) for accessory buildings   |

#### 11.4 Hamlet Residential (HR) District

##### Purpose and Intent

The purpose and intent of this District is to accommodate a range of dwelling types within a hamlet setting.

##### Exempt, Permitted and Discretionary Uses

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required | Personal Recreation Vehicle Storage (maximum of 1)   |
| Accessory Building: not exceeding 23.2 square metres (250 sq ft);  | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Construction Trailer   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Day Home   | Stripping & Grading (as part of approved development)  |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Signs Exempt as Per Section 10.2   |
| Demolition (in accordance with Section 3.2)  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Direct Market Sales  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Dugouts, fishponds, driveways  | Telecommunications Tower   |
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.)   | Temporary Use of Building for Emergency Purposes or Election Purposes  |
| Personal Use Agriculture   | Temporary Living Accommodation in Personal Recreation Vehicle (in accordance with Section 9.20)  |
| Landscaping that does not impact drainage  |  |

| Permitted Uses  | Discretionary Uses  |
|---|---|
| One-Accessory Building <del>over 23.2 square metres (250 sq ft)</del> | <del>Additional Accessory Building(s) beyond those listed as Permitted Uses</del> |
| Dwelling - Secondary Suite  | Backyard Beehive  |
| Dwelling – Single Detached  | Dwelling – Bed and Breakfast  |
| Dwelling – Manufactured   | Dwelling – Relocated  |
| Home Occupation – Minor   | Home Occupation - Major   |
| Solar Collector < 30kW: free-standing                                 | Home Sales Center   |
|   | Kennel  |
|   | Parks – Minor   |
|   | Public Utility  |
|   | Sea-Can   |
|   | Short Term Rental   |
|   | Show Home   |
|   | Social Care Facility – Minor  |
|   | Stripping & Grading   |
|   | WECS-small  |

### Site Regulations

b) The following regulations shall apply to all approved development within this District:

|  |   |
|--|---|
| Minimum Parcel Size (Dwelling – Single Detached)   | A minimum of 1,800.0 m <sup>2</sup> (19,375 sq ft) for unserviced lots  |
|  | A minimum of 1,400.0 m <sup>2</sup> (15,070 sq ft) for lots serviced by a piped water, but not a piped sewage system        |
|  | A minimum of 929.0 m <sup>2</sup> (10,000.0 sq ft) for lots serviced by a piped sewage system, but not a piped water system |
|  | A minimum of 186.0m <sup>2</sup> (2002.0 sq ft) for fully serviced lots   |
| Maximum Lot Coverage (Dwelling – Single Detached)  | No buildings, structures or impervious surfaces shall cover more than 55% of the total lot coverage                         |
| Minimum Lot Width (Dwelling – Single Detached)     | 10.0m (32.8 ft)   |
| Front Yard Setbacks                                | 7.5m (24.6ft)   |
| <u>Front Yard Setbacks – Manufactured Home Lot</u> | <u>6.0m (19.7 ft)</u>   |

|   |   |
|---|---|
| Side Yard Setbacks  | 1.52m (4.99 ft)   |
|   | 3.0m (9.84 ft) for a side property line abutting a public road right-of-way (corner lots) |
| <u>Side Yard Setbacks – Manufactured Home Lot</u>                   | <u>1.52m (4.99 ft) from an exterior property line</u>                                     |
|   | <u>0.9m (2.95 ft) from an interior property line</u>                                      |
| Rear Yard Setbacks  | 6.0m (19.7 ft) from the rear property line  |
| <u>Rear Yard Setbacks – Manufactured Home Lot</u>                   | <u>3.0m (9.84 ft)</u>   |
| Yard Setbacks from Existing and Proposed Highways and Service Roads | Discretion of Alberta Transportation and Economic Corridors                               |
| Maximum Building Height   | 8.0m (26.24 ft) for a dwelling unit   |
|   | 5.0m (16.4 ft) for an accessory building  |

### Special Requirements

#### Kennels

- c) Kennels in this district are only allowed for the boarding of cats.

#### Subdivision

- d) All new subdivisions within hamlet boundaries will be required to connect to municipal services, where available. If services are not currently available, a deferred services agreement will be registered on title.

#### Hamlet of Nordegg (for applications within the Hamlet of Nordegg)

- e) See Part 12: Hamlet of Nordegg Lot and Building Design Regulations for additional regulations that apply to lots with this designation within the Hamlet of Nordegg.

### 11.5 Hamlet Multiple-Dwelling (HMD) District

#### Purpose and Intent

The purpose and intent of this District is to accommodate a mix of medium and higher-density housing options within hamlets.

#### Exempt, Permitted and Discretionary Uses

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required | Personal Recreation Vehicle Storage (maximum of 1)   |
| Accessory Building: not exceeding 23.2 square metres (250 sq ft);  | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Construction Trailer   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Day Home   | Stripping & Grading (as part of approved development)  |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Signs Exempt as Per Section 10.2   |
| Demolition (in accordance with Section 3.2)  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Direct Market Sales  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Dugouts, fishponds, driveways  | Telecommunications Tower   |
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.)   | Temporary Use of Building for Emergency Purposes or Election Purposes  |
| Personal Use Agriculture   | Temporary Living Accommodation in Personal Recreation Vehicle (in accordance with Section 9.20)  |
| Landscaping that does not impact drainage  |  |

| Permitted Uses  | Discretionary Uses  |
|---|---|
| One-Accessory Building <del>over 23.2 square metres (250 sq ft)</del> | <del>Additional Accessory Building(s) beyond those listed as Permitted Uses</del> |
| Dwelling - Duplex   | Dwelling – Bed and Breakfast  |
| Dwelling - Secondary Suite  | Dwelling – Boarding House   |
| Home Occupation – Minor   | Dwelling – Mixed-Use  |
| Solar Collector < 30kW: free-standing                                 | Dwelling – Relocated  |
|   | Dwelling – Multi-Unit   |
|   | Home Occupation - Major   |
|   | Home Sales Center   |
|   | Parks – Minor   |
|   | Public Utility  |
|   | Sea-Can   |
|   | Short Term Rental   |
|   | Show Home   |
|   | Stripping & Grading   |
|   | WECS-small  |

### Site Regulations

b) The following regulations shall apply to all approved development within this District:

|  |   |
|--|---|
| Minimum Parcel Size (Dwelling - Duplex)  | 230.0m <sup>2</sup> (2475.7 sq ft)  |
| Minimum Parcel Size (All Other Uses)     | At the Discretion of the Development Authority  |
| Maximum Lot Coverage (Dwelling - Duplex) | No buildings, structures or impervious surfaces shall cover more than 65% of the total lot coverage   |
| Minimum Lot Width (Dwelling - Duplex)    | 7.5m (24.6 ft)  |
| Maximum Lot Coverage (All Other Uses)    | At the Discretion of the Development Authority  |
| Minimum Lot Width (All Other Uses)       | At the Discretion of the Development Authority  |
| Front Yard Setbacks                      | 7.5m (24.6ft)   |
| Side Yard Setbacks                       | 1.52m (4.99 ft)<br>3.0m (9.84 ft) for a side property line abutting a public road right-of-way (corner lots)<br>0.0m for duplex lots with a shared party wall |
| Rear Yard Setbacks                       | 6.0m (19.7 ft) from the rear property line  |

|   |   |
|---|---|
| Yard Setbacks from Existing and Proposed Highways and Service Roads | Discretion of Alberta Transportation and Economic Corridors |
| Maximum Building Height   | 8.0m (26.24 ft) for a dwelling unit                         |
|   | 5.0m (16.4 ft) for an accessory building                    |

### Special Requirements

#### Servicing

- c) Any multi-residential housing options, including duplexes shall be required to be connected to a piped system.

#### Subdivision

- d) All new subdivisions within hamlet boundaries will be required to connect to municipal services, where available. If services are not currently available, a deferred services agreement will be registered on title.

#### Hamlet of Nordegg (for applications within the Hamlet of Nordegg)

- e) See Part 12: Hamlet of Nordegg Lot and Building Design Regulations for additional regulations that apply to lots with this designation within the Hamlet of Nordegg.

## 11.6 Leisure Residence (LR) District

### Purpose and Intent

The purpose and intent of this District is to provide locations for smaller lot, recreational properties that are for both individual private landowners or resort-style developments throughout the County.

### Exempt, Permitted and Discretionary Uses

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required | Personal Recreation Vehicle Storage (maximum of 1)   |
| Accessory Building: not exceeding 23.2 square metres (250 sq ft);  | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Construction Trailer   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Day Home   | Stripping & Grading (as part of approved development)  |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Signs Exempt as Per Section 10.2   |
| Demolition (in accordance with Section 3.2)  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Direct Market Sales  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Dugouts, fishponds, driveways  | Telecommunications Tower   |
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.)   | Temporary Use of Building for Emergency Purposes or Election Purposes  |
| Personal Use Agriculture   | Temporary Living Accommodation in Personal Recreation Vehicle (in accordance with Section 9.20)  |
| Landscaping that does not impact drainage  |  |



|   |   |
|---|---|
|   | is closest to the bank, unless otherwise approved by the Approving Authority.   |
| Yard Setbacks from Existing and Proposed Highways and Service Roads | Discretion of Alberta Transportation and Economic Corridors                     |
| Maximum Building Height   | 9 m (29.52 ft) for a Dwelling - Leisure Residence                               |
|   | 5.0 m (16.4 ft) for an accessory building                                       |
|   | All other uses maximum height is at the discretion of the Development Authority |

### Special Requirements

#### Architectural, Building Design Considerations, Sea-Cans and Accessory Buildings

- c) Architecture, construction materials and building design shall complement the natural landscapes of the site. This should include incorporating stone, timber/wood and natural colours into the overall building design.
- d) Communal water and septic distribution systems are required for developments that have multiple leisure residences or multiple accommodations within one parcel.
- e) Sea-cans must meet the Sea-Can specific use regulations of the Bylaw, and Development Permit application submissions within this district should incorporate:
  - a. Elevation drawings;
  - b. Colours and finishings;
  - c. Photos of the submission.

#### Hamlet of Nordegg (for applications within the Hamlet of Nordegg)

- f) See Part 12: Hamlet of Nordegg Lot and Building Design Regulations for additional regulations that apply to lots with this designation within the Hamlet of Nordegg.
- g) Septic fields are generally discouraged; however, they may be allowed in parts of Nordegg at the discretion of the Development Authority. Must truck in / truck out.
- h) No new water wells are permitted within the Hamlet of Nordegg.
- i) Basements are not allowed to be included in the construction of new developments in this district.
- j) Sea-cans should not take away from the aesthetics of the area and be completed in a professional and attractive manner to the satisfaction of the Development Authority that preserves the historic integrity and design quality of Nordegg.
- k) Accessory buildings cannot be located within the building envelope area (fire defensible space).

### 11.8 Nordegg Urban Residential (NUR) District

#### Purpose and Intent

The purpose of this District is to accommodate and regulate the development of a mix of low-density residential uses and small-scale resort accommodations in buildings that resemble a single-detached dwelling in the historic town centre of Nordegg.

#### Exempt, Permitted and Discretionary Uses

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required | Personal Recreation vehicle Storage (maximum of 1)   |
| Accessory Building: not exceeding 23.2 square metres (250 sq ft);  | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Construction Trailer   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Day Home   | Stripping & Grading (as part of approved development)  |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Signs Exempt as Per Section 10.2   |
| Demolition (in accordance with Section 3.2)  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Direct Market Sales  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Dugouts, fishponds, driveways  | Telecommunications Tower   |
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.)   | Temporary Use of Building for Emergency Purposes or Election Purposes  |
| Personal Use Agriculture (that aligns with Part 12)  | Temporary Living Accommodation in Personal Recreation Vehicle (in accordance with Section 9.20)  |
| Landscaping that does not impact drainage  |  |

| Permitted Uses                                      | Discretionary Uses               |
|---|----------------------------------|
| One Accessory Building 18.6m <sup>2</sup> and under | Additional Accessory Building(s) |
| One Accessory Building over 18.6m <sup>2</sup>      | Dwelling – Bed and Breakfast     |
| Dwelling – Single Detached                          | Dwelling – Multi-Unit            |
| Dwelling – Duplex                                   | Dwelling – Guest House / Room    |
| Home Occupation – Minor                             | Dwelling – Secondary Suite       |
| Solar Collector < 30kW: free standing               | Home Occupation - Major          |
|   | Parks – Minor                    |
|   | Stripping & Grading              |
|   | Short Term Rental                |

### Site Regulations

b) The following regulations shall apply to all approved development within this District:

|  |  |
|--|--|
| Front Yard Setbacks  | A minimum of 5.0 metres (16.4 feet) and maximum of 6.0 metres (19.7 feet) for any dwelling-related use (not including Dwelling-Guest House / Room) |
| Side Yard Setbacks – Dwellings and Garage with Loft  | From a side property line on an internal lot, the setback shall be a minimum of 1.2 metres (3.93 feet)   |
| Side Yard Setbacks – Accessory Buildings and Garage with no Loft                               | A minimum of 0.6 metres (1.96 feet)  |
| Side Yard Setbacks – All Structures  | in the case of a corner lot, the side yard adjacent to a public road shall be a minimum of 3.0 metres (9.8 feet)                                   |
| Rear Yard Setbacks – <del>Dwellings – Laned Lot</del>  | A minimum of 13.0 metres (42.6 feet)   |
| <del>Rear Yard Setbacks – Dwellings – No Lane Lot</del>  | <del>A minimum of 6.0 metres (19.7 feet)</del>   |
| Rear Yard Setbacks - Dwelling – Guest House / Room and Accessory Buildings (including garages) | A minimum of 6.0 metres (19.7 feet)  |
| Minimum Lot Size (Laned Lots)  | 550m <sup>2</sup> (5, 920 sq ft)   |
| Minimum Lot Size (No Lane Access)  | 330m <sup>2</sup> (3, 552 sq ft)   |
| Minimum Total Floor Area (Dwellings)   | 75m <sup>2</sup> (807 ft <sup>2</sup> ), unless otherwise approved by the Development Authority  |
| Maximum Total Floor Area (Accessory Buildings not including a Garage)                          | 18.6 square metres (200 sq ft);  |
| Maximum Lot Coverage   | No buildings, structures or impervious surfaces shall cover more than 50% of the total lot coverage  |
| Building Heights   | Dwellings shall be a minimum of one-storey, with a maximum of 2.5 storeys with the   |

|  |   |
|--|---|
|  | <p>exception of dwellings on corner lots being less than 2 storeys.</p> <p>Minimum and maximum building heights shall be measured in number of storeys. Each storey shall not exceed 2.75m (8-89.0 ft) measured from floor to ceiling.</p> <p>Notwithstanding the above, the maximum overall height of a dwelling shall not exceed 9.5m (31 ft) from the lots average grade elevation.</p> <p>Accessory buildings shall be 2 storeys or less</p> <p>Covered walkways between garages and dwellings shall not exceed the height of the garage.</p> |
|--|---|

### Special Requirements

#### Permitted Encroachments

- c) Porches are required in the front of a dwelling and shall not extend more than 2.4 metres (7.9 feet) into the front yard setback.
- d) Balconies, stoops, bay windows, covered walkways, stairs, handicapped ramps, and window wells are allowed:
  - i. a maximum of 2.4 metres (7.9 feet) from the front of a dwelling; and,
  - ii. on a corner lot, a maximum of 2.0 metres (6.6 feet) from the side of a dwelling.
- e) Landmark lighting, benches and trees shall be located within 3.5 metres (11.4 feet) from a boulevard.

#### Servicing Connections

- f) Connection to municipal water and wastewater is required on each lot. No private water wells are permitted. No private sewage treatment systems are permitted.

#### Dwelling – Guest House / Room and Accessory Buildings

- g) Unless otherwise approved by the Development Officer, only one Dwelling – Guest House / Room shall be located on a lot and shall be allowed only as a Discretionary Use. If allowed by the Development Officer, the following shall be adhered to:
  - i. a Dwelling – Guest House / Room shall not exceed 37.2 square metres (400 sq ft) on the main floor and may contain a loft;

- ii. a Dwelling – Guest House / Room and Accessory Buildings shall be located to the rear of the dwelling; and,
- iii. a Dwelling – Guest House / Room and Accessory Building shall be located a minimum of 3.05 metres (10 feet) from the rear wall of the dwelling;

#### **Private Garages – Laned Lots**

- h) Unless otherwise approved by the Development Officer, a maximum of one private garage shall be located on a lot. The following shall be adhered to:
  - i. maximum floor area of 60 square metres (645.8 sq ft) or 60% of the footprint of the dwelling, whichever is less;
  - ii. garages and parking will be from the rear;
  - iii. no side driveways or parking in front yards shall be allowed;
  - iv. attached garages are considered part of the principal building and shall comply with setback provisions of a single-family dwelling as stated above, except that:
    - a. attached garages shall be a minimum of 4.5 metres (14.7 feet) from the front of the dwelling;
  - v. a private garage may contain a secondary suite in a loft over the private garage; and,
  - vi. setback requirements for detached garages: shall be located a minimum of 6.0 metres (19.7 feet) from a dwelling;

#### **Private Garages – No Lane Access Lots**

- i) A maximum of one private garage shall be located on a lot. The following requirements shall be adhered to:
  - i. attached garages are considered part of the principal building and shall comply with setback provisions of a single-family dwelling as stated above, except that:
    - a. attached garages shall be a minimum of 4.5 metres (14.7 feet) from the front of the dwelling;
    - b. maximum floor area of 60 square metres (645.8 sq ft) or 60% of the footprint of the dwelling, whichever is less; and,
    - c. a private garage may contain a secondary suite in a loft over the private garage.






#### **Other Requirements**

- j) See Part 12: Hamlet of Nordegg Lot and Building Design Regulations for additional regulations that apply to lots with this designation within the Hamlet of Nordegg.
- k) All multi-unit residential buildings must be designed to resemble a single-detached dwelling in compliant with the Hamlet Architectural Guideline.



## Agenda Item Report

### Regular Council Meeting

|  |   |   |   |   |
|--|---|---|---|---|
| <b>AIR Type:</b>   | Presentation  |   |   |   |
| <b>SUBJECT:</b>  | 9:30 a.m. - Public Hearing - Bylaw 26/089 Application No. 11/26 to amend the Land Use Bylaw   |   |   |   |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026   |   |   |   |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Planning & Development<br>Adrian Clarke, Planner<br>Kim Gilham, Acting Director & Rick Emmons, CAO  |   |   |   |
| <b>BUDGET CONSIDERATIONS:</b>  | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation   |   |   |   |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input checked="" type="checkbox"/> County Bylaw or Policy (LUB No. 25/050 and MDP (2023))   |   |   |   |
| <b>Council Values</b>  |   |   |   |   |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                 | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
| <b>ATTACHMENTS:</b>  |   |   |   |   |
| <a href="#">Bylaw 26/089</a><br><a href="#">Supporting Documents</a><br><a href="#">Aerial Photo</a><br><a href="#">Land Suitability Rating</a><br><a href="#">Surrounding Lands</a><br><a href="#">Recreation- Major (R-Ma)</a> |   |   |   |   |

#### STAFF RECOMMENDATION:

Pending the results of the public hearing, it is recommended that Council decide whether or not to grant Second and Third readings to Bylaw 26/089.

## **BACKGROUND:**

The Ricinus-Wooler Community Association currently holds the title to Pt. NE 13-36-07-W5M, containing approximately 39.5 acres, located 7.73 km (4.81 miles) west of the Hamlet of Caroline. The subject lands are currently designated Agricultural District (A).

Terry Pengelly, on behalf of The Ricinus-Wooler Community Association, has made an application to redesignate all of the +/- 39.5 acres, located in the northern portion of the quarter section, from the Agricultural District (A) to the Recreation – Major District (R-Ma).

Pending the results of the land use amendment, the applicant will proceed with a development permit application to expand the existing use of the event space.

The Ricinus Wooler Community Association organizes the Bighorn Stampede annually. The event has been at this location since the 1950s and has continued to grow ever since. The applicant intends to develop the site to accommodate larger gatherings (e.g., weddings, reunions) and to provide approximately 30 to 40 campsites for events that utilize the event space.

Redesignation to the Recreation – Major District (R-Ma) is intended to better reflect and regulate both the existing use and anticipated growth of the site, including the ability to host a wider variety of events and to accommodate increased attendance.

The proposed area to be reseeded is predominantly flat, and consists primarily of cleared land. The area is partially developed, including water wells, and contains several accessory buildings that support the operation of the rodeo grounds.

The balance of the quarter section can be described as having an undulating topography and is largely covered with mature trees, with pockets of cleared land in the northwest portion of the remainder of the quarter section.

Legal and physical access to the lands exists off Highway 22.

The Surrounding land uses in the area are predominantly agricultural, with some residential parcels.

## **PLANNING DIRECTION:**

### **Municipal Government Act - Matters Related to Subdivision and Development Regulation Section 9 states:**

In making a decision as to whether to approve an application for subdivision, the subdivision authority must consider, with respect to the land that is the subject of the application,

- a. Its topography,
- b. Its soil characteristics,
- c. Storm water collection and disposal,
- d. Any potential for the flooding, subsidence or erosion of the land,
- e. Its accessibility to a road as defined in section 616(aa) of the Act,
- f. The availability and adequacy of a water supply, a sewage disposal system and solid waste disposal,
- g. In the case of land not serviced by a licensed water distribution and wastewater collection system, whether the proposed subdivision boundaries, lot sizes and building sites comply with the requirements of the Private Sewage Disposal Systems Regulation (AR 229/97) in respect

of lot size and distances between property lines, buildings, water sources and private sewage disposal systems as identified in section 6(4)(b) and (c),

- h. The use of the land in the vicinity of the land is the subject of the application, and
- i. Any other matters that it considers necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the subdivision is intended.

## **Clearwater County's Municipal Development Plan**

### **Section 4.2.3 Riparian lands**

In approving a plan, redesignation, subdivision or development for an area which includes or may impact riparian lands, being lands adjacent to rivers, streams, lakes and wetlands, Clearwater County shall seek to minimize the loss and degradation of riparian lands, and where avoidance is not achievable to mitigate impacts on riparian lands.

### **Section 4.2.12 Hazard lands**

Clearwater County considers lands having one or more of the following characteristics to be hazard lands:

- a. lands susceptible to erosion, subsidence or slumping;
- b. lands prone to flooding; and
- c. lands in proximity to sour gas pipelines and facilities.

### **Section 4.2.13 Hazard lands**

Clearwater County generally considers development on or adjacent to hazard lands to be inappropriate. Limited development may be considered on or adjacent to hazard lands. For any use of land allowed on or adjacent to hazard land, the County may require the development to be designed to mitigate risk.

### **Section 4.2.14 Hazard lands**

Except for agriculture, outdoor recreation and resource extraction, Clearwater County shall not allow any other land uses in a 1:100 year floodway.

### **Section 4.2.15 Hazard lands**

Any development that is allowed in a 1:100 year flood fringe shall be flood-proofed to a standard acceptable to Clearwater County.

### **Section 4.2.16 Environmentally significant areas**

The lands and features considered by Clearwater County to be environmentally significant areas are:

- a. rivers and streams, including their valleys, ravines and escarpments;
- b. lakes and their shorelands;
- c. wetlands;
- d. riparian lands;
- e. hazard lands and features;
- f. wilderness areas designated by the Province;
- g. ecological reserves designated by the Province;
- h. natural areas designated by the Province;
- i. provincial parks designated by the Province; and
- j. provincial recreation areas designated by the Province.
- k. additional lands and features as determined by the Development Authority.

#### **Section 4.2.17 Environmentally significant areas**

Where an application for subdivision or development impacts, or may impact, an environmentally significant area, Clearwater County should apply one or more of the following to help conserve the area:

- a. directing inappropriate uses away from these areas;
- b. requiring development setbacks;
- c. permitting a density of development consistent with the capabilities of the area;
- d. requiring ample open space, which may include open space corridors;
- e. requiring, where appropriate, the conservation of areas of natural vegetation;
- f. conserving shorelines, escarpments and other sensitive natural features;
- g. dedicating environmental reserve and municipal reserve;
- h. applying environmental reserve easements and conservation easements; and
- i. applying other measures deemed appropriate by the County.

#### **Section 5.2.3 Subdivision and Development on Agricultural Land**

Each subdivision or development application shall be assessed and decided upon on a case by case basis. In evaluating subdivision or development proposals that affect agricultural land, the agricultural quality of the land is one of a number of factors that Clearwater County will consider. Additional items to be considered include the following:

- a. the nature and extent of farming activities in the local area;
- b. the nature and extent of non farming activities in the local area;
- c. the Farmland Assessment Rating, or alternative documentation as prepared by a qualified professional and agreed to by the County, of the land within the title to be subdivided or developed and adjacent lands;
- d. the proposed use of land;
- e. the reasonable availability of alternative locations for the proposed subdivision or development; and
- f. additional criteria as determined by the Development Authority

#### **Section 5.2.4 Agricultural Operations**

In making decisions on proposed land redesignations, subdivisions or developments in areas of the County where agriculture is the primary use, Clearwater County should seek to limit infringements on agricultural operations except where otherwise provided for in the MDP.

#### **MDP Goal 7.1.1 Economic Development**

Continue to recognize existing economic activities throughout the County such as agriculture production, tourism based industry and responsible extraction of natural resources.

#### **MDP Goal 7.1.2 Economic Development**

Promote appropriate economic development activities that enhance and diversify the local economy.

#### **Section 7.2.1 General**

Clearwater County encourages the retention and expansion of existing business and industry, and the attraction of new business and industry as a means to diversify the County's economic base.

#### **Section 7.2.28 Tourism**

Clearwater County encourages tourism land uses to locate in the County and may accommodate appropriate tourism land uses in suitable locations. These locations include, but are not limited to:

- a. tourism development nodes along the David Thompson Highway;

- b. Growth Hamlets;
- c. provincial parks and recreation areas; and
- d. areas having other amenity values for tourism land uses and appropriate accessibility.

#### **MDP Goal 8.1.1 Recreation and Special Places**

Support the development of recreational opportunities and nodes throughout the County.

#### **Section 8.2.11 Campgrounds and recreational uses**

Clearwater County recognizes the potential and contributions that campgrounds and recreational uses have for economic development and social interaction opportunities.

#### **Section 8.2.12 Campgrounds and recreational uses**

The County may allow the development of large -scale provincial and/or commercially operated campgrounds and recreational uses at appropriate locations subject to their ability to meet the requirements of the Land Use Bylaw and obtain any required approvals. These activities may be permitted subject to:

- a. safe and functional access to a Provincial highway or a County maintained roadway;
- b. adequate water and wastewater servicing systems;
- c. adequate buffers and separation to manage potential impacts on adjacent properties and uses;
- d. adequate measures to manage any potential undesirable offsite impacts that may be caused by activities related to the camping and recreation activities; and
- e. additional criteria as required by Clearwater County at the time of application.

#### **Section 11.2.7 Road Access Requirements**

In accordance with the Subdivision and Development Regulation, Clearwater County shall not allow the development of a discretionary use, the subdivision of lands, and/or the redesignation of lands where the subject lands do not have access to a Provincial highway or a County maintained roadway.

#### **Section 11.2.17 Water and Wastewater Services**

Clearwater County shall require all development to meet provincial standards and regulations respecting the provision of water and wastewater services.

#### **Section 11.2.18 Water and Wastewater Services**

Clearwater County shall require all water and wastewater services for private developments to be at the cost of the developer, unless the County deems it in the greater community interest to provide or share in the provision of these services.

#### **Section 11.2.19 Water and Wastewater Services**

Unless otherwise required by the County, Clearwater County shall require the development of a parcel to be individually serviced by an on-site private water well or an alternate supply of potable water.

#### **Section 11.2.20 Water and Wastewater Services**

Unless otherwise required by the County, Clearwater County shall require the development of a parcel to be individually serviced by an on-site private wastewater system. In order, the County's preferences for individual on-site wastewater systems are: on-site treatment where the site is large enough; on-site septic tank and tile field system; on-site approved organic systems; and on-site

holding tank. Notwithstanding the foregoing, Clearwater County may accept an engineered wastewater system that has been approved by the appropriate Provincial Government Department.

#### **Section 11.2.23 Water supply sufficiency**

Clearwater County shall not approve a subdivision or development pursuant to the Water Act if the intended supply of water is groundwater, and a study, prepared by a qualified professional, indicates the groundwater resources are insufficient for the subdivision or development, or the use of the groundwater may unduly affect groundwater users already in the area. Clearwater County shall not approve a subdivision or development pursuant to the Water Act if the intended supply of water is groundwater, and a study, prepared by a qualified professional, indicates the groundwater resources are insufficient for the subdivision or development, or the use of the groundwater may unduly affect groundwater users already in the area.

#### **Section 11.2.24 Water supply sufficiency**

Notwithstanding Policy 11.2.23, should alternate means of water supply or ancillary water supply be proposed and acceptable to the County, the subdivision or development may be approved. Notwithstanding Policy 11.2.23, should alternate means of water supply or ancillary water supply be proposed and acceptable to the County, the subdivision or development may be approved.

#### **Section 11.2.25 Stormwater Management**

As a condition of approval Clearwater County shall require clustered subdivisions and major developments to implement stormwater management plans prepared by a qualified professional to manage stormwater so that run-off does not exceed pre-development rates.

#### **Section 11.2.31 Dark Sky**

Clearwater County encourages a dark sky practice.

#### **Section 12.2.16 Recreation Facilities**

Clearwater County encourages the expansion of existing and the construction of new managed provincial and/or private camping facilities and trails to better meet the recreation demands of residents and visitors.

#### **Section 14.2.2 Plans to support a proposed major redesignation, subdivision or development**

To consider a proposed redesignation, subdivision or development for a large multi-lot subdivision, major development or other form of land use change as determined by the County, Clearwater County may require the applicant to prepare for consideration of approval by the County an area structure plan or outline plan.

#### **Section 14.2.3 Plans to support a proposed major redesignation, subdivision or development**

Clearwater County may require an area structure plan or outline plan to address any or all of the following:

- a. site suitability;
- b. design and density;
- c. impacts on natural capital and the environment;
- d. effects on land uses in the vicinity;
- e. provision of roads and utilities;
- f. traffic impacts;
- g. provision of open space;
- h. protective and emergency services;
- i. access to and impacts on education and health services;

- j. FireSmart provisions;
- k. BearSmart provisions;
- l. measures to mitigate effects; and
- m. any other matters required by the County to be addressed.

#### **Section 14.2.4 Redesignation, Subdivision, and Development**

Clearwater County shall implement the policies of the MDP when making decisions on any proposed redesignation, subdivision, or development application and on any proposed statutory plan or outline plan.

#### **Section 14.2.5 Redesignation, subdivision, and development:**

To provide information relevant to a proposed redesignation, subdivision or development of land, Clearwater County may require the applicant to have prepared and submitted by a qualified professional any or all of the following:

- a. a geotechnical study;
- b. a traffic impact study;
- c. a water supply study addressing domestic use and fire supply;
- d. a wastewater servicing study;
- e. a stormwater management plan;
- f. an environmental assessment; and
- g. any other study or plan required by the County.

#### **Section 14.2.6 Redesignation, subdivision, and development:**

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

- a. impact on adjoining and nearby land uses;
- b. impact on natural capital and agricultural land;
- c. impact on the environment;
- d. scale and density;
- e. site suitability and capacity;
- f. road requirements and traffic impacts, including access and egress considerations, including Subdivision and Development Regulations related to land in the vicinity of a highway;
- g. utility requirements and impacts;
- h. open space needs;
- i. availability of protective and emergency services;
- j. FireSmart provisions;
- k. BearSmart provisions;
- l. impacts on school and health care systems;
- m. measures to mitigate effects;
- n. County responsibilities that may result from the development or subdivision; and
- o. any other matters the County considers relevant.

### **Clearwater County's Land Use Bylaw**

#### **Section 9.1 Campgrounds (Major and Minor)**

##### **Section 9.1.1 Campgrounds (Major and Minor)**

The following details shall be incorporated into the application submission for a proposed Campground – Major or Campground – Minor development, to the satisfaction of the Development Authority:

- a. a site plan for a proposed campground shall identify the location of each campsite and detail the location, design standards and site requirements of any common accessory uses and

services, such as washrooms, laundromat, recreational buildings, retail store, food concession, fire pits, fire wood storage, lighting, water supply, wastewater disposal facilities, solid waste collection facilities and any other similar uses or services that may be associated with or required within a campground. In addition, it should include internal circulation requirements, road widths, pedestrian circulation, site access and egress, emergency access, parking areas, and storage areas;

- b. all campgrounds and sites shall have clear access and identification for emergency services;
- c. the number of access points to the campground shall be limited to control the entry and departure of vehicles and to minimize interference with neighbouring uses and traffic flow. A secondary emergency egress may be required for safety, depending on the capacity of the campground;
- d. campsites shall be accessible by means of a driveway at least 3.0 m wide where the driveway is for one-way traffic, or at least 6.0 m wide where the driveway is for two-way traffic;
- e. roads shall be developed to a standard and to the satisfaction of the Development Authority for the purpose of accommodating emergency, fire and maintenance vehicles;
- f. minimum recreational vehicle/camping site specifications shall be:
  - a. 6.0 m in width;
  - ii) 18.0 m in depth; and,
  - iii) 108 m<sup>2</sup>in area.
- g. minimum separation between individual campsites is 3.0m;
- h. allowable density:
  - a. 20 campsites per hectare (8 sites/acre) up to an area of 4 hectares (10 acres), thereafter, the maximum allowable density is 17 sites per hectare (7 sites/acre).

#### Section 9.1.2 Campgrounds (Major and Minor)

Adjacent site conditions, the interface with neighbouring uses, accessibility to natural areas, physical suitability, serviceability and environmental protection will be key considerations when determining the appropriateness and suitability of a site for a proposed campground development.

#### Section 9.1.3 Campgrounds (Major and Minor)

Public road access to a proposed campground shall be required, as a condition of development approval, to be constructed or upgraded to a condition acceptable to the County.

#### Section 9.1.4 Campgrounds (Major and Minor)

The following standards shall differentiate a Campground – Major vs. Campground - Minor:

|                           | Campground – Minor   | Campground – Major   |
|---------------------------|--|--|
| Requirement:              |  |  |
| # of Sites                | Maximum of 20 sites  | Minimum of 21 sites or more  |
| Locational Considerations | When located in an Agricultural District, it is considered a secondary use to the principal dwelling and as such can only occur on parcels that include an existing dwelling unit. | Recreational and commercially designated parcels as listed in the land use districts |

|   |   |  |
|---|---|--|
| Season                                      | April 1st – November 30, unless year-round is approved at the discretion of the Development Authority   | Year Round   |
| Setbacks                                    | In accordance with the subject land use district  | In accordance with the subject land use district                           |
| Staff                                       | No minimum staff requirement  | A minimum of one full-time staff member must be on-site at all times       |
| Minimum Parcel Size                         | Greater than 32.4 ha (80.0 acres)   | At the discretion of the Development Authority                             |
| Parking                                     | See Parking section of this Bylaw   | See Parking section of this Bylaw  |
| Year-Round Storage of Recreational Vehicles | Maximum of five allowed to be stored year-round   | Year-round storage is permitted  |
| Servicing Requirements                      | Servicing not required for operations April 1 to November 30. Year-round operations require sanitary sewage disposal facilities and potable water facilities. | Sanitary sewage disposal facilities and potable water facilities required. |

#### Section 9.1.6 Campgrounds (Major and Minor)

The storage, collection and disposal of solid waste in a Campground – Major or Campground – Minor shall be conducted as to not create health hazards, rodent harborage, insect breeding areas, and/or accident or fire hazards. Individual or grouped refuse containers must be screened to the satisfaction of a Development Officer and made to be inaccessible by wildlife.

#### Section 9.1.7 Campgrounds (Major and Minor)

For Campgrounds – Major which propose to be open year-round, applications must include provisions in the design of internal roads for snow removal and snow storage sites.

### Section 9.15 Flood Prone Lands

#### Section 9.15.1.

Subject to the provisions of this Section, development on land which may be prone to flooding generally shall be discouraged, especially on lands which lie within the 1:100-year floodplain, as determined by Alberta Environment and Protected Areas and/or the County as determined by a hydrogeological study.

Section 9.15.2. On land that in the opinion of Alberta Environment and Protected Areas and/or the County is within the floodplain, new residential development and the expansion of existing residential development shall not be permitted, regardless of whether it is an allowable use in the subject land use district.

Section 9.15.3. On land that in the opinion of Alberta Environment and Protected Areas and/or the County, is within the floodplain, permanent non-residential buildings shall not be allowed, and new development shall not be allowed except for:

- a. non-obstructing agricultural uses;
- b. outdoor recreation uses;
- c. flood control measures; and,
- d. public work facilities.

Section 9.15.4.

In reviewing an application for development for a site which is considered to be prone to flooding or located in a 1:100-year floodplain, the Development Officer may require one or more reports to be submitted by a Qualified Consultants addressing the proposed development and the mitigating aspects of the application that will be utilized to minimize potential impacts.

Section 9.15.5.

If a proposed development within floodplain lands is approved, any or all of the following may be required as conditions of development approval:

- a. the use of fill, piles, posts or piers to raise the development above the 1:100-year flood level;
- b. no finished floor space below the 1:100-year flood level;
- c. no mechanical or electrical installations less than 0.5 metre (1.64 feet) above the 1:100-year flood level;
- d. diking the watercourse with approval from Alberta Environment and Protected Areas;
- e. increased development setbacks from the watercourse;
- f. the use of backflow prevention valves (stop valves);
- g. any other flood abatement measure as may be advised by the municipality, Alberta Environment and Protected Areas or Qualified Consultant; and
- h. registration of a restrictive covenant registered against the title of the subject property which saves and indemnifies the municipality from liability.

Section 9.15.6.

The Development Officer may require that the development of a site considered to be prone to flooding and any building thereon be designed or bear the seal and signature of a professional engineer and/or architect registered in the Province of Alberta.

#### **Section 11.14 Recreation – Major District (R-Ma)**

The purpose and intent of this district is to accommodate major or intensive recreational uses in the County.

#### **Section 11.14 Site Regulations**

Minimum Parcel Sizes: At the discretion of the Development

Maximum Lot Coverage: No buildings, structures or impervious surfaces shall cover more than 50% of the total lot coverage.

#### **Municipal Planning Commission**

The Municipal Planning Commission reviewed the application on May 20, 2026. MPC recommends that Council favourably consider granting Second and Third Reading to the Land Use Amendment Application No. 11/26.

The MPC provided the following reasons for their decision:

- The proposed area is currently being used as a recreation event space

- This will make the parcel more in alignment with the current use

### **PLANNING CONSIDERATIONS**

The proposed redesignation is to allow for the ±39.5 acre partially developed parcel on Pt.NE 13-36-07-W5M to be redistricted from the Agricultural District (A) to the Recreation – Major District (R-Ma). The redesignation is to accommodate the continued growth and expansion of the Ricinus-Wooler Community Association event space.

The proposal would provide the property with a land use designation that enables a broader range of uses that are more appropriately regulated within the Recreation – Major District. Redesignation would ensure that the existing use and growth of the site are assessed under a district intended for major or intensive recreational uses.

The proposal is consistent with the Municipal Development Plan (MDP) goals supporting economic development, and the expansion of an existing tourism operation, per MPD policies 7.2.1 and 7.2.28. It is not anticipated that the request will negatively impact surrounding land uses, as it is an existing recreation site. Given that the site has operated as an established recreation venue for decades and is located directly off of a primary Highway.

#### **First Reading:**

At the Regular Council Meeting held on May 12, 2026, Council reviewed and gave first reading to Bylaw 26/089. As required by legislation, notice of today's Public Hearing was advertised in the local newspapers, and comments were invited from adjacent landowners and referral agencies.

Upon consideration of the representations made at the Public Hearing, Council will consider whether or not to grant second and third readings to Bylaw 26/089.

**CLEARWATER COUNTY  
BYLAW NUMBER 26/089**

Being a bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw 25/050.

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

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

**AND WHEREAS**, the purpose and intent of this district is to accommodate major or intensive recreational uses in the County.

**NOW THEREFORE**, the Council of Clearwater County in the Province of Alberta, enacts as follows:

***That +/- 39.5 acres of the Pt. NE 13-36-07-W5M be redesignated from the Agricultural District "A" to Recreation – Major District "R-Ma."***

***As outlined in red on the attached Schedule "A."***

**1 EFFECTIVE DATE**

1.1 This bylaw comes into force and effect upon third and final reading.

Read a first time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

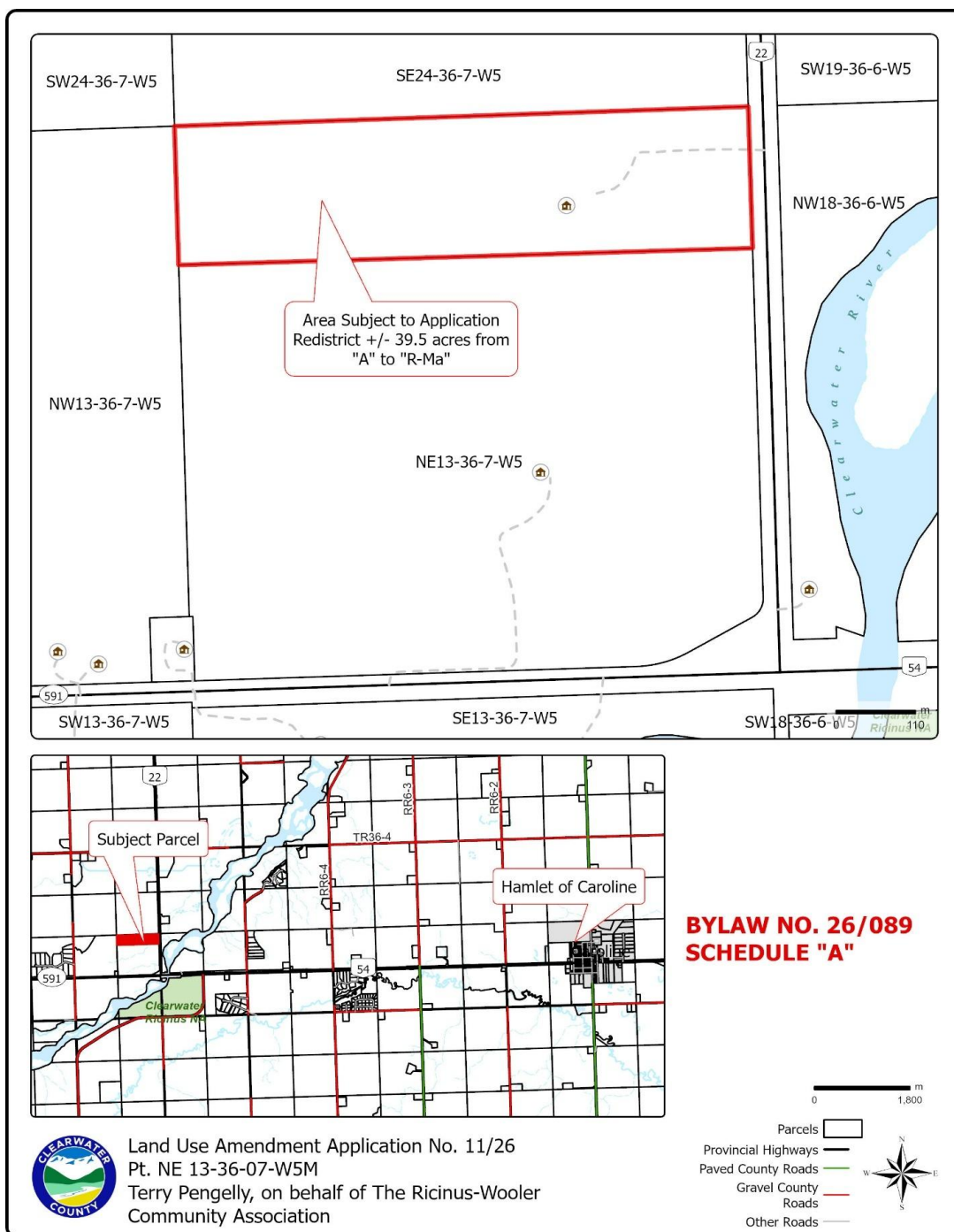
\_\_\_\_\_  
Reeve

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

Public hearing held on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
Read a second time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
Read a third and final time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
  
\_\_\_\_\_

Reeve

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



To The Clearwater County

I am part of the Ricinus Wooler Community Association which organizes the Bighorn Stampede every year and this will be our 92<sup>nd</sup> stampede this year. Our event was moved to this current location in the 50's and has continued to grow ever since.

Currently we are getting more interest in renting the property for weddings, reunions and groups wanting to have a weekend gathering with camping available. What draws inquires is that it has a privacy concept to it.

At this point we are designated AG and we are requesting to change the land use to Recreation to make it it more usable.

Our general operations are summer events from May to October. This is a 40 acre parcel owned by the Ricinus Wooler Comm. Assoc., it is partially treed ,has a rodeo arena set up with pens and bleachers and a few out buildings for our own storage. We have an abundance of parking and camping. There are no actual designated camping spots per say but we probably have 30 - 40 campers at our event and there is room for plenty more if it were a private event. Currently we have our event in May and 2 serious inquiries for this year.

We are a volunteer based group(no paid employees). We look after the grounds with mowing and maintenance. There is no power on the property, has to be supplied by renters if needed. We have a well that we pump for livestock only and is not available to anyone else. Renters would be responsible for porta potties and garbage removal which we can have available at renters cost.

So in closing we feel that we have a piece of land that could be utilized more if we could rent it out to others for their events in the future.



Terry Pengelly  
President of Ricinus Wooler Comm. Assoc.



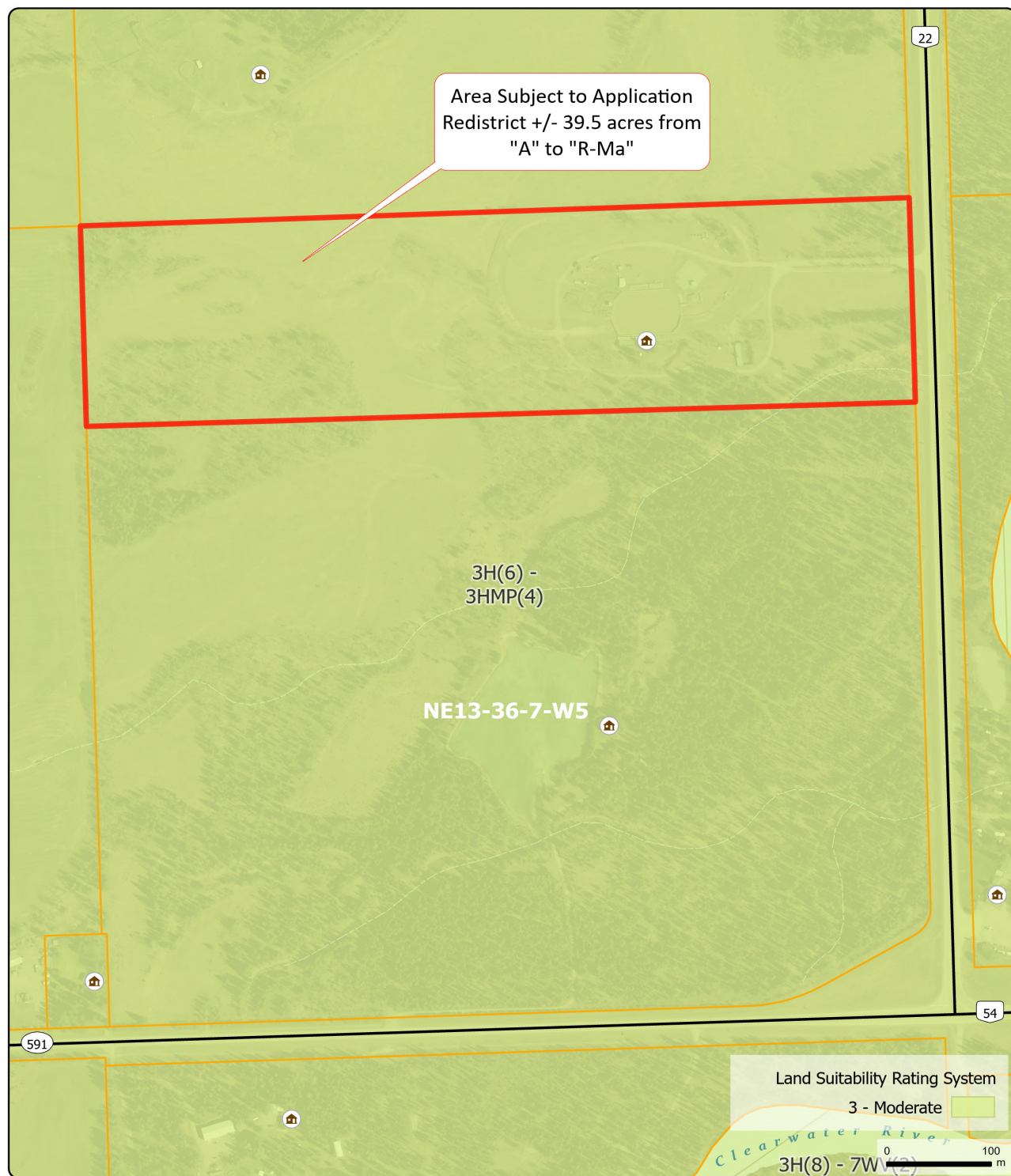






Aerial Photo  
Land Use Amendment Application No. 11/26  
Pt. NE 13-36-07-W5M  
Terry Pengelly, on behalf of The Ricinus-Wooler  
Community Association

Rural Address   
Provincial Highways 

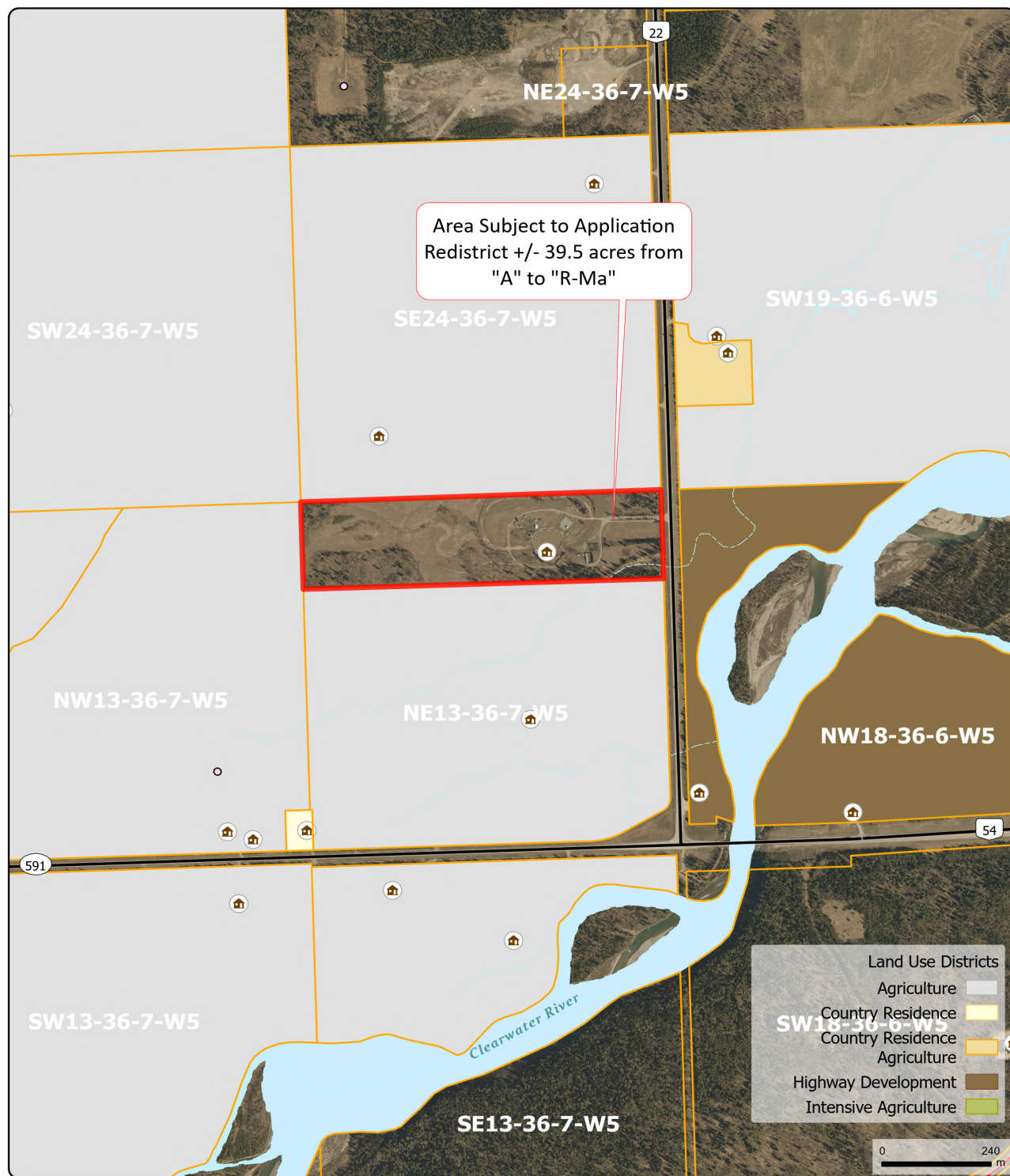








Land Suitability Rating  
Land Use Amendment Application No. 11/26  
Pt. NE 13-36-07-W5M  
Terry Pengelly, on behalf of The Ricinus-Wooler  
Community Association

Rural Address   
Provincial Highways 





Surrounding Lands  
 Land Use Amendment Application No. 11/26  
 Pt. NE 13-36-07-W5M  
 Terry Pengelly, on behalf of The Ricinus-Wooler  
 Community Association

Rural Address   
 Provincial Highways   
 Gravel County Roads   
 Other Roads 



**11.14 Recreation – Major (R-Ma) District****Purpose and Intent**

The purpose and intent of this district is to accommodate major or intensive recreational uses in the County.

**Exempt, Permitted and Discretionary Uses**

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Accessory building not exceeding 23.2 square metres (250 sq ft);   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction Trailer   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Stripping & Grading (as part of approved development)  |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Signs Exempt as Per Section 10.2   |
| Demolition (in accordance with Section 3.2)  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Dugouts, fishponds, driveways  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Direct Market Sales  | Telecommunications Tower   |
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.)   | Temporary Use of Building for Emergency Purposes or Election Purposes  |
| Landscaping that does not impact drainage  | Temporary Living Accommodation in Personal Recreation Vehicle (in accordance with Section 9.20)  |
| Personal Use Agriculture   |  |

| Permitted Uses                         | Discretionary Uses          |
|--|-----------------------------|
| Accessory Building                     | Campground – Major          |
| Agricultural Operation                 | Educational Services        |
| Campground – Minor                     | Equestrian Facility         |
| Dwelling – Single-Detached             | Essential Public Service    |
| Dwelling – Guest House / Room          | Golf Course                 |
| Dwelling – Security / Surveillance     | Micro-Brewery               |
| Eating and Drinking Establishment      | Parks – Major               |
| Entertainment and Event Venue          | Public or Quasi-Public Use  |
| Hotel                                  | Public Utility              |
| Integrated Recreation / Tourist Resort | Recreation Facility – Major |
| Outfitters                             | Retail - Minor              |
| Parks – Minor                          | Solar Collector > 30kW      |
| Personal Services                      | Stripping & Grading         |
| Recreation Facility– Minor             | WECS-small                  |
| Solar Collector < 30kW                 | Zoo                         |
| Sea Can                                |                             |

### Site Regulations

b) The following regulations shall apply to all approved development within this District:

|   |  |
|---|--|
| Minimum Parcel Size (Hamlets)                                       | At the discretion of the Development Authority   |
| Maximum Lot Coverage  | No buildings, structures or impervious surfaces shall cover more than 50% of the total lot coverage                            |
| Front Yard Setbacks (Hamlet)  | 6.0m (19.7 ft)   |
| Side Yard Setbacks (Hamlet)   | 1.5m (4.99 ft)<br>3.0m (9.84 ft) for a side property line abutting a municipal road right-of-way (corner lots)                 |
| Rear Yard Setbacks (Hamlet)   | 6.0m (19.6 ft) from the rear property line   |
| Minimum Parcel Sizes (Rural)  | 1.0 ha (2.47 ac)   |
| Front Yard Setbacks (Rural)   | 50.0m (164 ft) from the right-of-way of a public road<br>15.0m (49.2 ft) from the right-of-way of an internal subdivision road |
| Side Yard Setbacks (Rural)  | 6.0m (19.7 ft) from an adjacent property line  |
| Rear Yard Setbacks (Rural)  | 7.5 (24.6 ft) from the property line   |
| Yard Setbacks from Existing and Proposed Highways and Service Roads | Discretion of Alberta Transportation and Economic Corridors  |

|                         |  |
|-------------------------|--|
| Maximum Building Height | Two stories in the Hamlet of Nordegg or at the discretion of the Development Authority |
|-------------------------|--|

### **Special Requirements**

#### **Consultation**

- c) Community consultation may be required at the discretion of the Development Authority if a proposed development in this district will have a potential nuisance effect on adjacent residences.






#### **Hamlet of Nordegg (for applications within the Hamlet of Nordegg)**

- d) See Part 12: Hamlet of Nordegg Lot and Building Design Regulations for additional regulations that apply to lots with this designation within the Hamlet of Nordegg.



## Agenda Item Report

### Regular Council Meeting

|   |   |
|---|---|
| <b>AIR Type:</b>  | Request for Decision  |
| <b>SUBJECT:</b>   | Consideration of Second and Third Readings - Bylaw 26/095 to Amend the Text of the Land Use Bylaw 25/050  |
| <b>PRESENTATION DATE:</b>   | Tuesday, June 9, 2026   |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>   | Planning & Development<br>Kim Gilham, Acting Director, Planning & Development<br>Tracy Haight, Legislative Services Coordinator and Rick Emmons, CAO  |
| <b>BUDGET CONSIDERATIONS:</b>   | <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |
| <b>LEGISLATIVE DIRECTION:</b>   | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input checked="" type="checkbox"/> County Bylaw or Policy (LUB 25/050)  |
| <b>Council Values</b>   |   |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. |
| <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents.   |
|   | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.   |
| <b>ATTACHMENTS:</b>   |   |
| <a href="#">Bylaw 26-095</a>  |   |

#### STAFF RECOMMENDATION:

Upon consideration of the representation made at the Public Hearing, Administration requests that Council consider second and third readings to Bylaw 26/095 for textual amendments to the Land Use Bylaw.

#### BACKGROUND:

The purpose of Bylaw 26/095 is to amend uses and setbacks within Clearwater County's Land Use Bylaw in residential districts.

Please refer to the documents attached to the agenda item for the Public Hearing for further details on this item.

At the Regular Council Meeting held on May 12, 2026, Council reviewed and gave first reading to Bylaw 26/095. As required by legislation, notice of today's Public Hearing was advertised in the local newspapers and comments were invited from referral agencies. Upon consideration of the representations made at the Public Hearing, Council will consider whether or not to grant second and third readings to Bylaw 26/095.

**CLEARWATER COUNTY CLEARWATER COUNTY  
BYLAW NUMBER 26/095**

Being a bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw 25/05025/050

**PURSUANT, PURSUANT** to the authority conferred upon it by the *Municipal Government Act*, RSA 2000, Chapter M-26 and the *Statutes of Alberta*, 2000, Chapter M-26 as amended, the amendment of a bylaw must be made in the same way as the original as amended, that apply to the passing of the original bylaw;

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

**AND WHEREAS, AND WHEREAS** the *Municipal Government Act*, RSA 2000, Chapter M-26 as amended, the amendment of a bylaw must be made in the same way as the original as amended, that apply to the passing of the original bylaw;

**NOW THEREFORE, NOW THEREFORE** the Municipality of Clearwater County in the Province of Alberta, enacts as follows:

**11 AMENDMENTS**

- 1.11.1 Add "Dwelling Additio~~n~~ Manufacture~~d~~ Parcel" to the list of Permitted Standalone Parcel Uses in the Country Residential (CR) District and the Country Residential Agricultural (CRA) District.
- 1.21.2 Add "Multi~~ple~~ Dwelling Manufacture~~d~~" listed as a Discretionary Use in the Country Residential (CR) District and the Country Residential Agricultural (CRA) District
- 1.31.3 Amend the use "One Accessory Building over 23.2m<sup>2</sup> (250 sq ft) One Accessory Building over : "Accessory Building" in the list of Permitted Uses in the Country Residential (CR) District, the Country Residential Agricultural (CRA) District, the Hamlet Residential Agricultural Residential (HR) District, the Hamlet Multiple Residential (HMR) District, and the Hamlet Multiple Leisure Residence (LR) District.
- 1.41.4 Remove "Additional Accessory Building(s) beyond those listed as Permitted Uses" from the list of Discretionary Uses in the Country Residential (CR) District, the Country Residential Agricultural (CRA) District, the Hamlet Residential (HR) District, the Hamlet Multiple Residential (HMR) District, and the Dwelling (HMD) Leisure Residence (LR) District.
- 1.51.5 Add the following to Site Regulations in the Hamlet Residential (HR) District:

Front Yard Setbacks ~~From the front of the Home Lot 4.6m (15.1 ft) from the~~ 19.7m (64.8 ft)

Side Yard Setbacks ~~Side Yard Setbacks Home Lot 4.6m (15.1 ft) from the~~ 1.52m (4.99 ft) from an exterior property line and 0.9m (2.95 ft) from an interior property line.

Rear Yard Setbacks ~~Rear Yard Setbacks Home Lot 4.6m (15.1 ft) from the~~ 9.84m (32.3 ft)

1.61.6 Add the following to Site Regulations in the Nordegg Urban Residential (NUR) District:  
District:

“Laned Lots” to the existing Rear Yard Setbacks ~~Side Yard Setbacks~~ Rear Yard

Rear Yard Setbacks ~~Rear Yard Setbacks Home Lot 4.6m (15.1 ft) from the~~ A minimum of 6.0 metres (19.7 feet).

1.71.7 Amend the following to Site Regulations in the Nordegg Urban Residential (NUR) District:  
District:

Under Building Heights ~~Under Building Heights shall not exceed 2.7m (8.8 ft) shall not exceed~~ : measured from floor to ceiling ~~measured from floor to ceiling~~ exceed 2.75m (9.0 ft) to say, “Each (ft) measured from floor to ceiling.”

1.81.8 If any Section, sub-section, clause or phrase of this Bylaw is, for any reason, found to be invalid by a court, it will be deemed to be severed, and the remainder of the Bylaw will remain valid and enforceable in accordance with its terms.

**22 EFFECTIVE DATE EFFECTIVE DATE**

2.12.1 This bylaw comes into force and effect upon third and final reading. This bylaw comes into force

Read a first time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_. Read a first time

\_\_\_\_\_  
Reeve Reeve

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

Public hearing held on \_\_\_\_ day of \_\_\_\_ . Public hearing held on \_\_\_\_ day \_\_\_\_

Read a second time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_. Read a second

Read a third and final time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_. Read a third

\_\_\_\_\_  
Reeve Reeve

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



## Agenda Item Report

### Regular Council Meeting

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| <b>AIR Type:</b>   | Request for Decision   |  |  |  |  |  |
| <b>SUBJECT:</b>  | Consideration of Second and Third Readings - Bylaw 26/089 Application No. 11/26 to amend the Land Use Bylaw  |  |  |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026  |  |  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Planning & Development<br>Adrian Clarke, Planner<br>Kim Gilham, Acting Director & Rick Emmons, CAO   |  |  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input checked="" type="checkbox"/> County Bylaw or Policy (Land Use Bylaw 25/050, Municipal Development Plan 2023) |  |  |  |  |  |
| <p><b>Council Values</b></p> <table border="0"> <tr> <td style="text-align: center;"> <br/> <b>Economic Prosperity</b><br/>           Grow our population and economy by attracting people, investment, businesses, and industry.         </td> <td style="text-align: center;"> <br/> <b>Cooperative Alliances</b><br/>           Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.         </td> <td style="text-align: center;"> <br/> <b>Environmental Stewardship</b><br/>           Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.         </td> <td style="text-align: center;"> <br/> <b>Community Social Growth</b><br/>           Ensure the health and well-being of our communities and its residents.         </td> <td style="text-align: center;"> <br/> <b>Financial Responsibility</b><br/>           Reduce the fiscal burden of future Councils, as well as the community, for generations to come.         </td> </tr> </table> |  | <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.  | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.       | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents.   | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.       |  |  |
| <p><b>ATTACHMENTS:</b></p> <p><a href="#">Bylaw 26/089</a></p>   |  |  |  |  |  |  |

#### STAFF RECOMMENDATION:

Administration requests that Council consider:

- 1) granting second reading to Bylaw 26/089 to amend the Land Use Bylaw; and
- 2) granting third reading to Bylaw 26/089 to amend the Land Use Bylaw.

#### BACKGROUND:

The purpose of Bylaw 26/089 is to amend Clearwater County's Land Use Bylaw No. 25/050 to redesignate ±39.5 acres of Pt.NE 13-36-07-W5M, from the Agricultural District (A) to the Recreation – Major District (R-Ma).

Please refer to the documents attached to the agenda item for the Public Hearing for further details on this application.

At the Regular Council Meeting held on May 12, 2026, Council reviewed and gave first reading to Bylaw 26/089. As required by legislation, notice of today's Public Hearing was advertised in the local newspapers and comments were invited from adjacent landowners and referral agencies. Upon consideration of the representations made at the Public Hearing, Council will consider whether or not to grant second and third readings to Bylaw 26/089.

**CLEARWATER COUNTY  
BYLAW NUMBER 26/089**

Being a bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw 25/050.

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

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

**AND WHEREAS**, the purpose and intent of this district is to accommodate major or intensive recreational uses in the County.

**NOW THEREFORE**, the Council of Clearwater County in the Province of Alberta, enacts as follows:

***That +/- 39.5 acres of the Pt. NE 13-36-07-W5M be redesignated from the Agricultural District "A" to Recreation – Major District "R-Ma."***

***As outlined in red on the attached Schedule "A."***

**1 EFFECTIVE DATE**

1.1 This bylaw comes into force and effect upon third and final reading.

Read a first time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

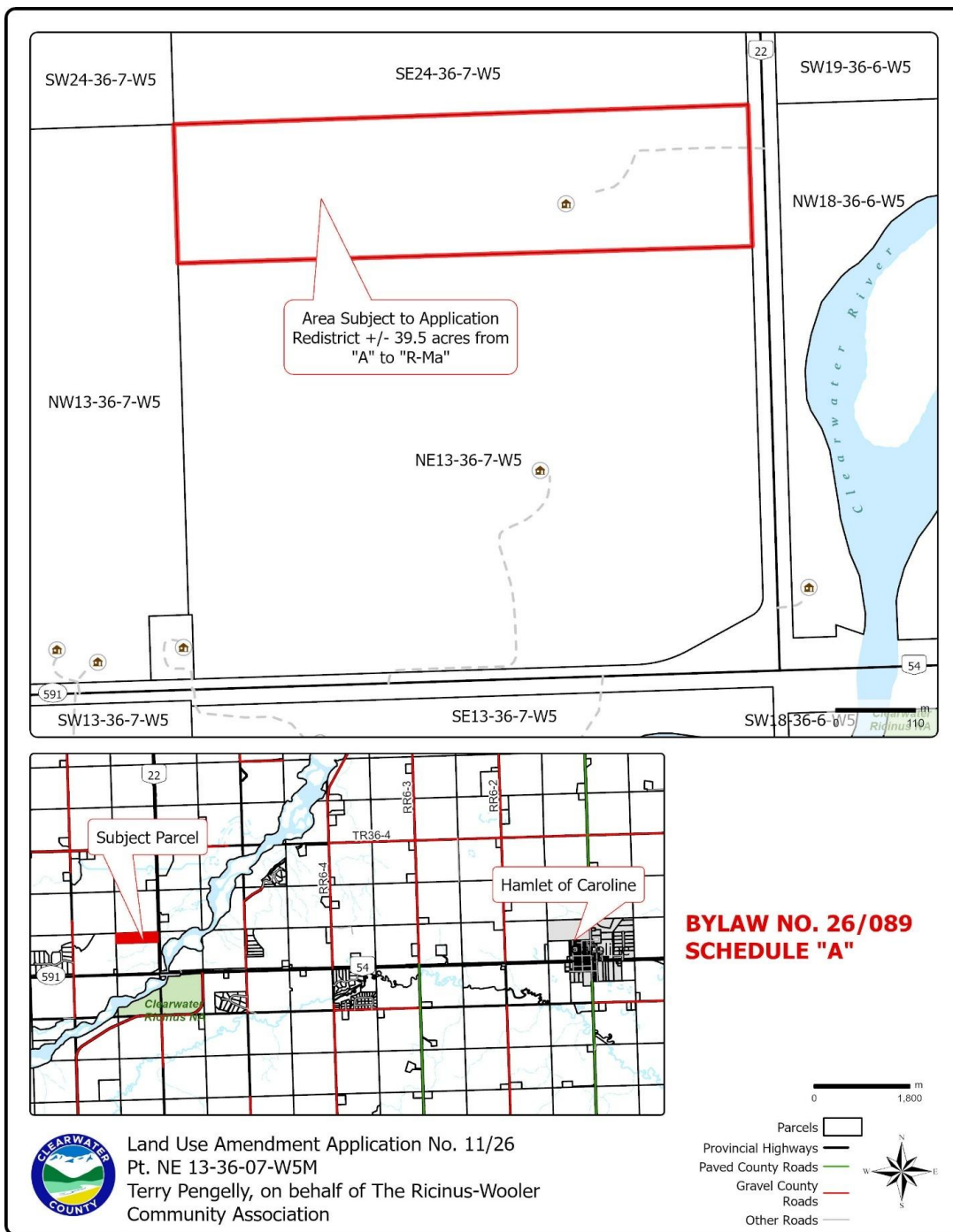
\_\_\_\_\_  
Reeve

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

Public hearing held on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
Read a second time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
Read a third and final time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
  
\_\_\_\_\_

Reeve






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





## Agenda Item Report

### Regular Council Meeting

|  |  |  |  |  |
|--|--|--|--|--|
| <b>AIR Type:</b>   | Request for Decision   |  |  |  |
| <b>SUBJECT:</b>  | First Reading of Bylaw No. 26/097 for Application No. 15/26 to amend the Land Use Bylaw  |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Planning & Development<br>Holly Bily, Senior Development Officer<br>Kim Gilham, Acting Director  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input checked="" type="checkbox"/> County Bylaw or Policy (LUB No. 25/050 and MDP (2023))  |  |  |  |
| <b>Council Values</b>  |  |  |  |  |
|  <p><b>Economic Prosperity</b><br/>Grow our population and economy by attracting people, investment, businesses, and industry.</p>                        |  <p><b>Cooperative Alliances</b><br/>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.</p> |  <p><b>Environmental Stewardship</b><br/>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.</p> |  <p><b>Community Social Growth</b><br/>Ensure the health and well-being of our communities and its residents.</p> |  <p><b>Financial Responsibility</b><br/>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.</p> |
| <b>ATTACHMENTS:</b>  |  |  |  |  |
| <a href="#">Bylaw 26-097</a><br><a href="#">Aerial</a><br><a href="#">Surrounding</a><br><a href="#">Land Use Districts</a><br><a href="#">Applicants Location</a><br><a href="#">Applicants Site Plan</a><br><a href="#">Industrial (I)</a> |  |  |  |  |

#### STAFF RECOMMENDATION:

That Council consider granting First Reading of Bylaw No. 26/097 to amend the Land Use Bylaw and proceed to a Public Hearing to gather feedback from agencies and the public.

## BACKGROUND:

Paladin Services Group Ltd., on behalf of the landowners, are requesting to redesignate +/-17.9 acres from the Agricultural (A) District to the Industrial (I) District within the NW 12-38-05 W5M, containing 158.97 acres. The subject lands are located adjacent to Secondary Highway 761, four miles south of Highway 11, adjacent to Township Road 38-2 to the north.

Subject to a successful Land Use Amendment, the applicants intend to proceed with a development permit application to construct and operate a waste management facility for oilfield waste by-products. There are no plans to create separate title to the proposed area.

Paladin Services Group is a waste management company, operating for over 35 years, providing the energy industry environmentally friendly waste management solutions. Under the "A" District, industrial uses are not permitted which prompted the request to redesignate the land industrial, where the proposal could be considered a listed use.

The proposed +/-17.9 acre area is located in the east central portion of the quarter section. It is an existing oilfield battery site and has a surveyed leasehold on the quarter's land title, identified as Plan 882 0155, Lot OT. This location was chosen specifically for the existing infrastructure as it could be incorporated into the proposal to minimize new disturbance. There are two (2) pipelines and two (2) wells associated with this proposal.

The existing infrastructure within the battery site will be salvaged, with new processing and separation equipment to be constructed and operated as the waste facility. Waste materials are hauled to site via tanker/vac truck. Depending on the waste composition it is stored on a pad or tank. The pads, centrifuge/shaker, and tanks are used to separate oil, liquids, and solids. Oil is recycled, liquids are deep well disposed underground, and solids are taken to a licensed landfill. Access to the lands is off Township Road 38-2, which comes to a dead-end at the entry to the proposal. An existing panhandle access is to be utilized prior to entering the northeast corner of the lease site. As the quarter section borders Highway 761 approval from Alberta Transportation & Economic Corridor is required.

This proposal also requires approval from Alberta Energy Regulators (AER) as it is classified a Class 1B Waste Management Facility, accepting H<sub>2</sub>S materials, as per *AER: Directive 058: Oilfield Waste Management requirements and Directive 051: Class 1 Fluid Disposal*. The applicants are in the process of obtaining AER's approval.

The balance of the quarter section is undeveloped being bare, agricultural land with the exception of the northwest corner being a tree cluster. There four (4) pipelines and three (3) wells located on the subject land, some do contain sour gas.

Surrounding land uses are predominately agricultural with some residential.

## PLANNING DIRECTION

Clearwater County's Municipal Development Plan (2023)

### *7.2.1, Economic Development*

Clearwater County encourages the retention and expansion of existing business and industry, and the attraction of new business and industry as a means to diversify the County's economic base.

### *7.2.2, Commercial and Industrial*

Through the Land Use Bylaw Clearwater County shall provide for a variety of commercial and industrial land uses within the County, including a variety of locations for these uses.

### *14.2.4, Redesignation, Subdivision, and Development*

Clearwater County shall implement the policies of the MDP when making decisions on any proposed redesignation, subdivision, or development application and on any proposed statutory plan or outline plan.

### *14.2.5, Redesignation, Subdivision, and Development*

To provide information relevant to a proposed redesignation, subdivision or development of land, Clearwater County may require the applicant to have prepared and submitted by a qualified professional any or all of the following:

- (a) a geotechnical study;
- (b) a traffic impact study;
- (c) a water supply study addressing domestic use and fire supply;
- (d) a wastewater servicing study;
- (e) a stormwater management plan;
- (f) an environmental assessment; and
- (g) any other study or plan required by the County.

### *Policy 14.2.6, Redesignation, Subdivision, and Development*

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

- (a) impact on adjoining and nearby land uses;
- (b) impact on natural capital and agricultural land;
- (c) impact on the environment;
- (d) scale and density;
- (e) site suitability and capacity;
- (f) road requirements and traffic impacts, including access and egress considerations, including Subdivision and Development Regulations related to land in the vicinity of a highway;
- (g) utility requirements and impacts;
- (h) open space needs;
- (i) availability of protective and emergency services;
- (j) FireSmart provisions;
- (k) BearSmart provisions;
- (l) impacts on school and health care systems;
- (m) measures to mitigate effects;
- (n) County responsibilities that may result from the development or subdivision; and
- (o) any other matters the County considers relevant.

### Clearwater County's Land Use Bylaw No. 25/050

#### *Section 11.9, Industrial District "I"*

The purpose and intent of this District is to provide for a range of industrial uses that fit within the rural context as well as within hamlets.

a) *Permitted Uses:* Industrial - Light, Industrial - Medium  
*Discretionary Uses:* Industrial - Heavy

b) *Minimum Parcel Size:*

0.4 ha (1.0 acres) for unserviced or partially serviced parcels; and  
 0.2 ha (0.5 acres) for fully serviced parcels.

*Definitions:*

*Industrial Light* - the use of land, buildings and/or structures for an industrial activity that creates no adverse impacts beyond the boundaries of the site for which the associated activity takes place due to appearance, emission of contaminants, noise, traffic volume, odour, smoke and fire. The activities and uses are carried on fully within an enclosed building. Characteristics of Industrial, Light:

- a) no open storage is permitted
- b) may have a retail or wholesale component that is subordinate to the principal use
- c) nuisance factors do not extend outside of an enclosed building
- d) no hazardous industry present.

*Industrial Medium* - the use of land, buildings and/or structures for an industrial activity that creates adverse impacts beyond the boundaries of the site for which the associated activity takes place due to appearance, emission of contaminants, noise, traffic volume, odour, fire, explosive hazards or dangerous goods. Characteristics of Industrial, Medium may include:

- a) light to moderate open storage, but screened with fencing and/or landscaping
- b) may have a retail or wholesale component that is subordinate to the principal use
- c) moderate nuisance factors may extend past the boundaries of the site
- d) potential for a moderate degree of hazardous industry.

*Industrial Heavy* - the use of land, buildings and/or structures for an industrial activity that creates significant adverse impacts beyond the boundaries of the site for which the associated activity takes place due to appearance, emission of contaminants, noise, odor, traffic volume, fire, explosive hazards or dangerous goods. Characteristics of Industrial, Heavy may include:

- a) moderate to extensive open storage or stockpiling of raw materials, vehicles and machinery that maybe partly or wholly visible off the site
- b) significant noise in the general operations of the use
- c) potential exposure of the environment to chemicals and other forms of pollution from the general operations of the use
- d) Hazardous Industry.

#### **POLICY CONSIDERATIONS:**

The proposed waste management facility could provide industry an environmentally friendly waste management solution, as well as new economic development opportunities for Clearwater County. The MDP encourages new business opportunities, in a variety of locations, for industrial operations such as this.

AER approval is required for the proposal which the applicants are actively working to receive. Approval from Alberta Transportation & Economic Corridor is also required and has been issued to the applicants.

#### **RECOMMENDATIONS:**

That Council consider granting First Reading of Bylaw No. 26/097 to amend the Land Use Bylaw and proceed to Public Hearing, to gather feedback from agencies and the public.

**CLEARWATER COUNTY  
BYLAW NUMBER 26/097**

Being a bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw 25/050.

**PURSUANT**, to the Authority conferred upon it by the                   a o e e                  , Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto, and;

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

**AND WHEREAS**, the general purpose of the Industrial (I) District is to provide for a range of industrial uses that fit within the rural context as well as hamlets.

**NOW THEREFORE**, the Council of Clearwater County in the Province of Alberta, enacts as follows:

***That +/- 17.9 acres of the NW 12-38-05-W5M be redesignated from the Agricultural (A) District to the Industrial (I) District.***

***As outlined in red on the attached Schedule "A."***

**1 EFFECTIVE DATE**

1.1 This bylaw comes into force and effect upon third and final reading.

Read a first time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Reeve

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

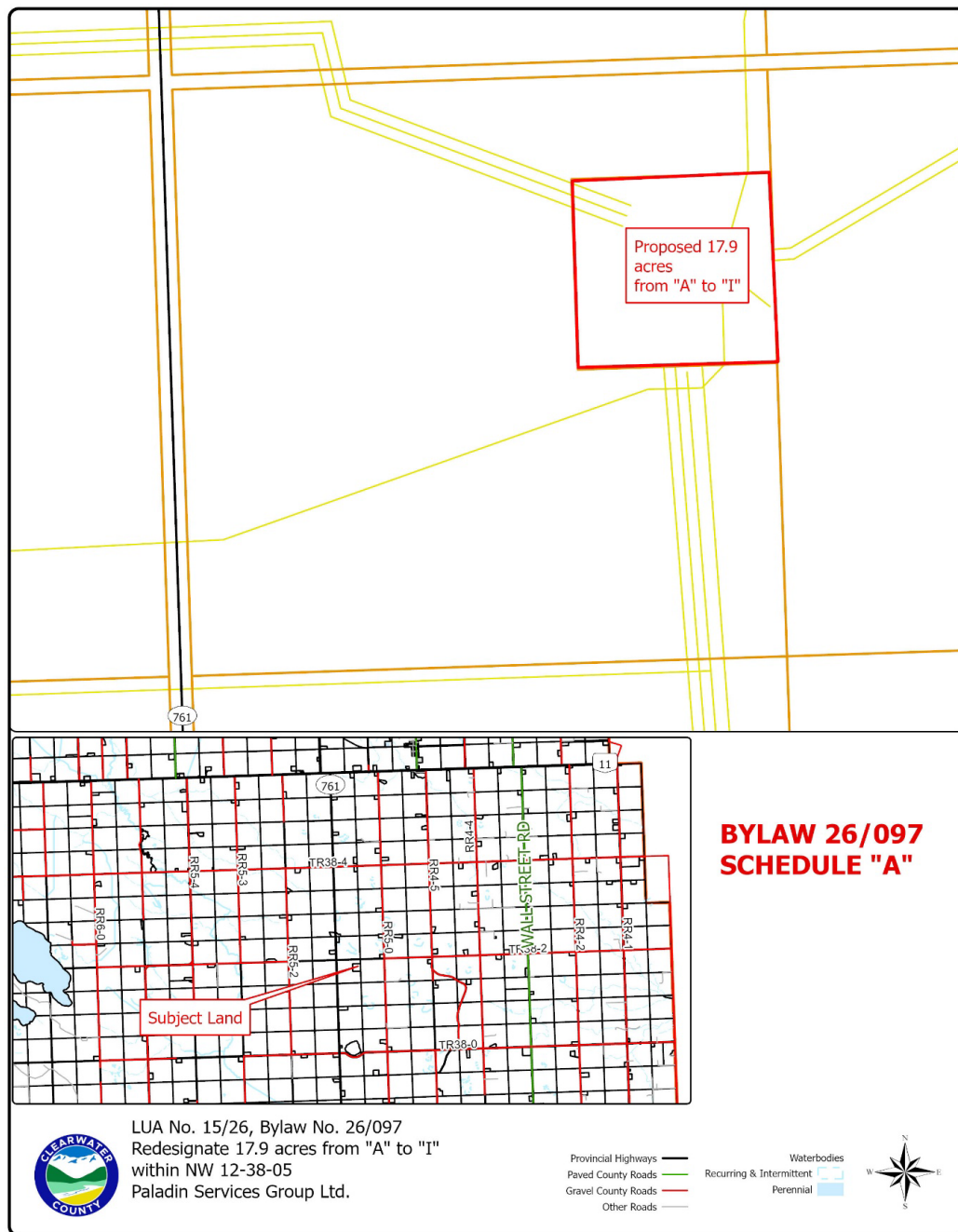
Public hearing held on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

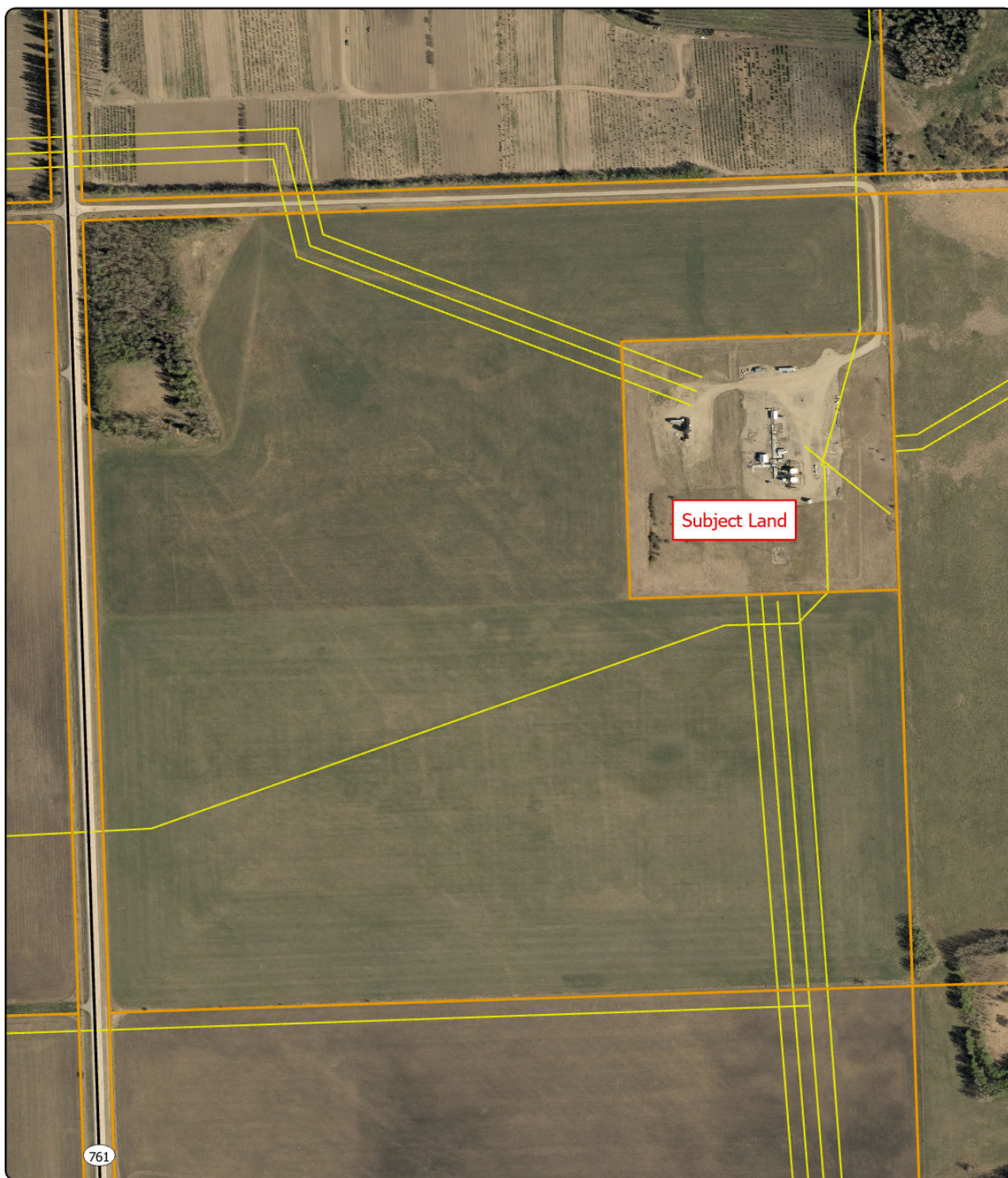
Read a second time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Read a third and final time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Reeve

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











AERIAL PHOTO  
LUA No. 15/26, Bylaw No. 26/097  
Redesignate 17.9 acres from "A" to "I"  
within NW 12-38-05  
Paladin Services Group Ltd.

- Pipelines —
  - Property Boundaries —
  - Provincial Highways —
  - Proposed Parcel —
- 

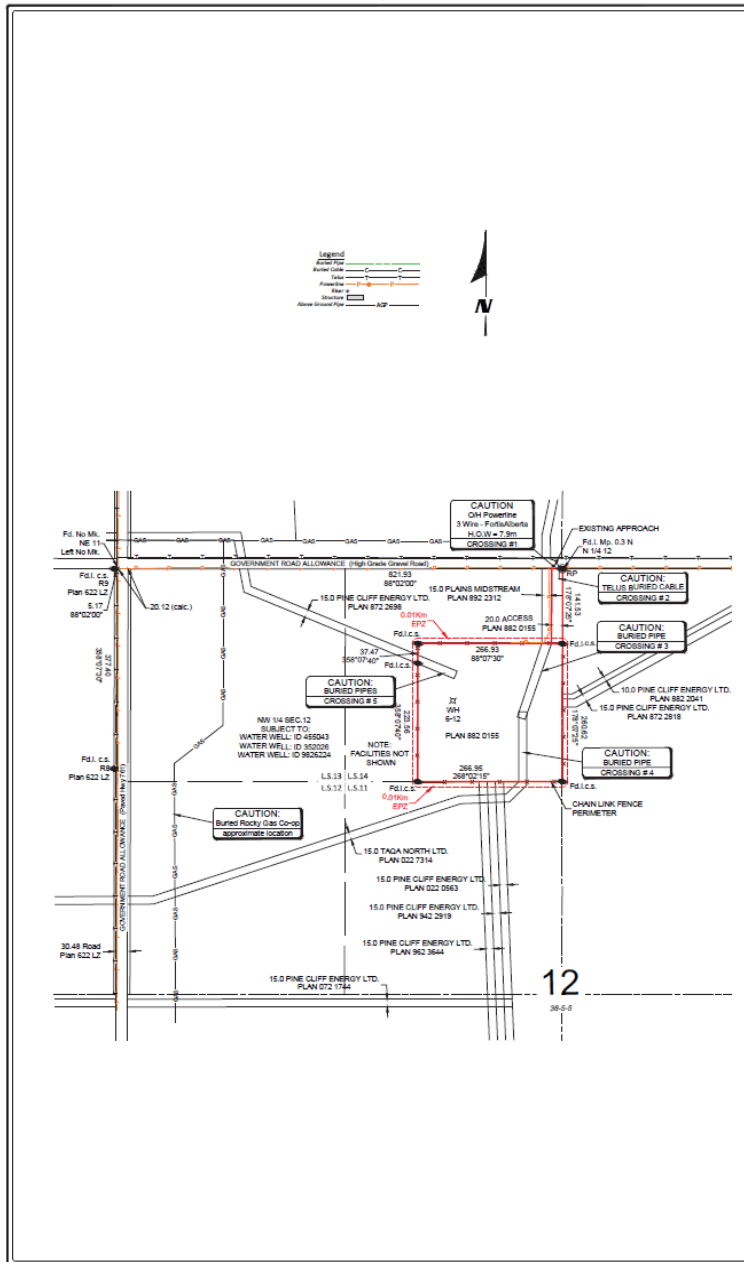


AERIAL PHOTO  
LUA No. 15/26, Bylaw No. 26/097  
Redesignate 17.9 acres from "A" to "I"  
within NW 12-38-05  
Paladin Services Group Ltd.

- Pipelines 
- Property Boundaries 
- Provincial Highways 
- Gravel County Roads 
- Other Roads 
- Proposed Parcel 







**PLAN SHOWING SURVEY OF**  
**FACILITY (PLAN 882 0155)**  
 within  
**NW 12, Twp. 38, Rge. 5,**  
**ACCESS ROAD (PLAN 882 0155)**  
 within  
**NW 12, Twp. 38, Rge. 5,**  
**West of the 5th Meridian**  
**CLEARWATER COUNTY**

100 50 0 100 200 300 400 500  
 Metres Scale: 1:5000 Metres

**ALBERTA LAND SURVEYOR'S CERTIFICATION**  
 I, Barry Phoenix, Alberta Land Surveyor, of Calgary, Alberta, certify that the field survey represented by this plan is true and correct to the best of my knowledge, was carried out in accordance with the Alberta Land Surveyors' Association Manual of Standard Practice, and was performed between the dates of the 17th & 23rd day of October, 2025.

Date Signed: January 19th, 2026  
 [Signature] [Signature]  
 Alberta Land Surveyor [Signature]  
 Chartered Professional Engineer for Geomatics in and for Alberta  
 My Commission expires on April 30, 2026

**LEGEND**  
 Statutory Iron Posts shown thus: Place - O Found - ●  
 30cm Iron Stakes shown thus: Place - A Found - ▲  
 Survey positions calculated shown thus: ●  
 Portions referred to shown thus: —

ABBREVIATIONS  
 N=North, S=South, E=East, W=West, L.S.=Legal Subdivision,  
 S.C.=Section, Twp.=Township, Rge.=Range, 11=11th Meridian,  
 A/R=Access Road, P/L=Pipeline, P/W=Right of Way,  
 E.P.=Easement Post

Geo-Reference Point shown thus: (RD) N 5732782.44 E 664827.00  
 Geo-Reference Type: NAD83(CGRS) Using GPS  
 Bearings are NAD83 (CGRS) LTM (Lind referred to the  
 Central Meridian 117°W) derived from GNSS observations.  
 Distances are ground in metres and decimal thereof.  
 Combined Scale factor 0.999779

**DATUM**  
 Elevations are referenced from  
 Natural Resources Canada Precise Point Positioning Service  
 (CGRS-PPP)

| AREAS TABLE   |              |       |        |              |               |
|---------------|--------------|-------|--------|--------------|---------------|
| TYPE          | LOCATION     | WIDTH | LENGTH | HECTARES     | ACRES         |
| WELL SITE     | NW 12-38-5-6 | 261   | 267    | 6.963        | 17.236        |
| ACCESS        | NW 12-38-5-5 | 20    | 142    | 0.283        | 0.699         |
| <b>TOTAL:</b> |              |       |        | <b>7.246</b> | <b>17.935</b> |

| LAND STATUS  |              |   |
|--------------|--------------|---|
| TITLE NUMBER | LAND         | OWNER   |
| 192 006 162  | NW 12-38-5-5 | KEVIN EUGENE MARCINEK AND LEVI WALTER MARCINEK AS JOINT TENANTS |

| CROSSINGS |   |
|-----------|---|
| CROSSING  | LOCATION / TYPE   |
| 1X        | NW 12-38-5-5 POWERLINE  |
| 2X        | NW 12-38-5-5 BURIED CABLE   |
| 3X        | NW 12-38-5-5 PIPELINE PLAINS MIDSTREAM CANADA ULC, PLAN 892 2312, PIPELINE, AER LIC # AB00059362 - 1            |
| 4X        | NW 12-38-5-5 PIPELINE TAGA NORTH LTD., PLAN 022 7314, PIPELINE, AER LIC # AB00081814 - 1                        |
| 5X        | NW 12-38-5-5 PIPELINE PINE CLIFF ENERGY LTD., PLAN 872 2698, PIPELINE, AER LIC # AB00032065 - 1, AB00032065 - 2 |

| 3rd PARTY 30m PROXIMITY |   |
|-------------------------|---|
| COMPANY                 | REFERENCE   |
| PINE CLIFF ENERGY LTD.  | WELLHEAD 6-12, BURIED PIPES AER LIC #AB00023061 - 1, AB00054292 - 1, AB00061205 - 1, AB00057587 - 1, AB00026747 - 1, AB00064292 - 2 |

| NEAREST SURFACE / DEVELOPMENT |                                   |
|-------------------------------|-----------------------------------|
| DISTANCE (km)                 | DIRECTION / LOCATION / COMMENTS   |
| NEAREST SURFACE DEVELOPMENT = | 0.445 NW (Residence SW13-38-5-W5) |
| NEAREST RESIDENCE =           | 0.445 NW (Residence SW13-38-5-W5) |
| NEAREST URBAN CENTRE =        | 13.7 N (Hamlet of Leslieville)    |

**AREA MAP**

| REVISIONS |           |           |
|-----------|-----------|-----------|
| REV       | COMMENTS  | DATE      |
| 0         | ISSUED    | 8-Nov-25  |
| 1         | ADDED EPZ | 19-Jan-26 |

| CLIENT DATA            |          |
|------------------------|----------|
| ARE or CCR             | LICENSE: |
| CLIENT FILE #          |          |
| NAME                   |          |
| FILE: 25-0838 FACILITY |          |

**GeoTrek** [Signature] Land Surveyors  
 Calgary, Alberta  
 License: 25-0838 FACILITY



## 11.9 Industrial (I) District

### Purpose and Intent

The purpose and intent of this District is to provide for a range of industrial uses that fit within the rural context as well as within hamlets.

### Exempt, Permitted and Discretionary Uses

- a) The following uses shall be Exempt Uses, Permitted or Discretionary with or without conditions provided that the application complies with the regulations of this District and Bylaw:

| <b>Exempt Uses (No Development Permit Required)</b>  |  |
|--|--|
| Note: "Exempt" means development that does not require a Development Permit if it meets all the provisions of the Bylaw. For additional guidance and other uses refer to Section 3.2: Development Permits Not Required             | Personal Recreation Vehicle Storage (maximum of 1)   |
| Accessory building not exceeding 46.45 square metres (500 sq ft)   | Personal Use Agriculture   |
| Agricultural Operation   | Private Greenhouse (less than 23.2 square metres (250 sq ft) as an accessory building)   |
| Construction Trailer   | Propane/Fuel Tanks in compliance with Safety Codes legislation   |
| Construction and maintenance of that part of a utility placed in or upon a public right-of-way or public utility easement;   | Retaining Wall (provided the retaining wall is not located within 30 metres of an escarpment and is not more than 1.0 metres at the highest point) |
| Deck/Patio (provided it complies with lot coverage and setback regulations)  | Stripping & Grading (as part of approved development)  |
| Demolition (in accordance with Section 3.2)  | Signs Exempt as Per Section 10.2   |
| Direct Market Sales  | Solar Collector < 30 kW: attached to a wall or roof of a building  |
| Dugouts, fishponds, driveways  | Temporary Sea-Cans in accordance with regulations of Section 9.28  |
| Dwelling – Manufactured located in an industrial or construction camp as defined in the <i>Public Health Act</i> Regulations – Industrial and Construction Camps, when in compliance with a previously approved Development Permit | Telecommunications Tower   |

|  |   |
|--|---|
| Flagpoles, Towers or other poles that don't exceed 5.0m (16.4 ft.) | Temporary Use of Building for Emergency Purposes or Election Purposes |
| Landscaping that does not impact drainage                          |   |

| <b>Permitted Uses</b>                 | <b>Discretionary Uses</b>              |
|---------------------------------------|--|
| Accessory Building                    | Agricultural Processing – Major        |
| Agricultural Operation                | Agriculture (Regulated)                |
| Agricultural Processing – Minor       | Alcohol Production                     |
| Agricultural Support Services         | Alternative/Renewable Energy, Facility |
| Agricultural/Farm Building            | Automotive Test Track                  |
| Automotive and Equipment Services     | Cannabis Production Facility           |
| Dwelling – Security / Surveillance    | Casino                                 |
| Farm Subsidiary Business              | Composting Facility                    |
| Greenhouse – Public                   | Construction Camp                      |
| Industrial Training Service           | Data Processing Centre                 |
| Industrial – Light                    | Dwelling – Staff Housing               |
| Industrial – Medium                   | Eating and Drinking Establishment      |
| Livestock Sales Yard                  | Essential Public Service               |
| Office                                | Funeral Home                           |
| Recycling Depot                       | Industrial – Heavy                     |
| Retail – Minor                        | Micro-Brewery                          |
| Sawmill – Minor                       | Outdoor Storage                        |
| Sea-Can                               | Public Utility                         |
| Service Station                       | Recreation Facility – Major            |
| Solar Collector < 30kW: free standing | Recreation Facility – Minor            |
| Tradesperson's Business               | Recreational Vehicle Storage           |
| Warehouse Storage                     | Retail – Major                         |
|                                       | Salvage Yard                           |
|                                       | Sawmill – Major                        |
|                                       | Solar Collector > 30kW                 |
|                                       | Stripping & Grading                    |
|                                       | Temporary Work Camp                    |
|                                       | WECS-small                             |
|                                       | Veterinary Clinic                      |
|                                       | Warehouse Sales                        |
|                                       | WECS                                   |

### Site Regulations

- b) The following regulations shall apply to all approved development within this District:

|   |   |
|---|---|
| Minimum Parcel Size   | 0.4 ha (1.0 ac) for unserviced or partially serviced parcels; and<br>0.2 ha (0.5 ac) for fully serviced parcels   |
| Maximum Lot Coverage  | No buildings, structures or impervious surfaces shall cover more than 80% of the total lot coverage   |
| Front Yard Setbacks   | 50 m (164 ft) from the centre-line of a public road   |
|   | 15.0 m (49.2 ft) from the right-of-way of an internal subdivision road or within a Hamlet   |
| Side Yard Setbacks  | 3.0 m (9.8 ft) from an adjacent property line, provided the adjacent use is industrial or commercial uses in nature.  |
|   | 15.0 m (49.2 ft) from an adjacent property line if the adjacent use is not an industrial or commercial use.   |
|   | 15.0 m (49.2 ft) from the right-of-way of a public road (corner lots)   |
|   | 10.0 m (32.8 ft) from the right-of-way of an internal subdivision road (corner lots)  |
| Rear Yard Setbacks  | 7.5 m (24.6 ft) from an adjacent rear property line, provided the adjacent use is industrial or commercial uses in nature.  |
|   | 15.0 m (49.2 ft) from an adjacent rear property line if the adjacent use is not an industrial or commercial use.  |
| Yard Setbacks from Existing and Proposed Highways and Service Roads | Discretion of Alberta Transportation and Economic Corridors or 70.0m (230.0 ft), whichever is greater   |
| Maximum Building Height   | For all other Permitted and Discretionary Uses: Limited to such height as deemed suitable and appropriate for the intended use at the discretion of the Development Authority |

### Special Requirements

#### Landscaping

- c) Landscaping, screening, buffering and other site design elements related to the landscape shall be completed in accordance with the Landscape section in the General Use Regulations section of this Bylaw.

**Outdoor Storage**

- d) Outdoor Storage shall be fully screened and buffered within the site and concealed from view from adjacent residential properties or roadways by landscaping, fencing or other suitable screening. Screening shall be completed to the satisfaction of the Development Authority.

**Safety Requirements**

- e) Safety and risk assessment is an integral component and concern regarding industrial Development Permits. The Development Authority may require an Applicant to retain a Qualified Consultant to provide a concept plan inclusive of a risk assessment report on a proposed development. Additional conditions relating to emergency response planning and requirements for fire, rescue and ambulance care may also be required.

**Hamlet of Nordegg (for applications within the Hamlet of Nordegg)**

- f) See Part 12: Hamlet of Nordegg Lot and Building Design Regulations for additional regulations that apply to lots with this designation within the Hamlet of Nordegg.



## Agenda Item Report

### Regular Council Meeting

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| <b>AIR Type:</b>   | Request for Decision   |  |  |  |  |  |
| <b>SUBJECT:</b>  | First Reading of Bylaw No. 26/098 and Bylaw No. 26/099 for Application No. 16/26 to amend the Land Use Bylaw   |  |  |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026  |  |  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Planning & Development<br>Kim Gilham, Acting Director<br>Rick Emmons, CAO  |  |  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input checked="" type="checkbox"/> County Bylaw or Policy (LUB 25/050 & MDP 2023)                            |  |  |  |  |  |
| <p><b>Council Values</b></p> <table border="0"> <tr> <td style="text-align: center;"> <br/> <b>Economic Prosperity</b><br/>           Grow our population and economy by attracting people, investment, businesses, and industry.         </td> <td style="text-align: center;"> <br/> <b>Cooperative Alliances</b><br/>           Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.         </td> <td style="text-align: center;"> <br/> <b>Environmental Stewardship</b><br/>           Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.         </td> <td style="text-align: center;"> <br/> <b>Community Social Growth</b><br/>           Ensure the health and well-being of our communities and its residents.         </td> <td style="text-align: center;"> <br/> <b>Financial Responsibility</b><br/>           Reduce the fiscal burden of future Councils, as well as the community, for generations to come.         </td> </tr> </table> |  | <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.  | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents.   | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.       |  |  |
| <p><b>ATTACHMENTS:</b></p> <p><a href="#">Bylaw 26-098</a></p> <p><a href="#">Bylaw 26-099</a></p> <p><a href="#">Aerial - NE-24-39-05-W5M</a></p> <p><a href="#">Aerial - Leslieville Cemetery</a></p> <p><a href="#">Aerial - CRA Parcel</a></p> <p><a href="#">Surrounding Land Use</a></p> <p><a href="#">LSRS Map</a></p>   |  |  |  |  |  |  |

#### STAFF RECOMMENDATION:

1. That Council considers granting First Reading to Bylaw No. 26/098 and proceed to a Public Hearing; and

2. That Council considers granting First Reading to Bylaw No. 26/099 and proceed to a Public Hearing.

### **BACKGROUND:**

Karen Tolonen and Lorne Schroderus currently hold title to the NE-24-39-05-W5M, containing +/- 154.65 acres. The subject property is located 0.8 km (0.5 miles) directly east of the Hamlet of Leslieville. The landowners, in conjunction with Clearwater County have made application to redesignate +/- 5.0 acres from Agricultural (A) to the Community Amenity (CA) District and +/- 4.6 acres from Agricultural (A) to the Country Residential Agricultural (CRA) District.

The quarter section contains the Leslieville Cemetery currently in two parts. One owned by the Bethel Union Church that was created in 1916 that is 2.0 acres and one owned by Clearwater County when the cemetery was last expanded in 1984 that is 3.0 acres. Clearwater County has an agreement with the landowner to purchase an additional 5.0 acres of land for another expansion of the cemetery, to ensure many more years of space. The cemetery is accessed via Township Road 39-4 adjacent to the north property boundary.

The landowners are also requesting the residential parcel, to take out the existing farm site from the the southeast corner of the quarter section. This parcel would be the first residential parcel from the quarter section. However, due to the cemetery being taken out of the quarter section, this parcel would be considered the third title within the quarter section, as the cemetery, once consolidated into one, would be the second title from the quarter section.

The proposed CRA parcel has existing access from Range Road 5-5, adjacent to the east property boundary.

Pending the successful adoption of the Land Use Amendments, Clearwater County will proceed with an application for subdivision to create separate title to the Community Amenity parcel to be consolidated with the other two existing cemetery parcels to create one title for the whole of the cemetery. The landowners will proceed with an application for subdivision to create separate title to one CRA parcel as a traditional residential subdivision.

Surrounding land uses are mainly agricultural and some residential.

### **PLANNING DIRECTION:**

#### **Municipal Government Act – Matters Related to Subdivision and Development Regulation**

##### **Section 9 states:**

In making a decision as to whether to approve an application for subdivision, the subdivision authority must consider, with respect to the land that is the subject of the application,

1. Its topography,
2. Its soil characteristics,
3. Storm water collection and disposal,
4. Any potential for the flooding, subsidence or erosion of the land,
5. Its accessibility to a road,
6. The availability and adequacy of a water supply, sewage disposal system and solid waste disposal,

7. In the case of land not serviced by a licensed water distribution and wastewater collection system, whether the proposed subdivision boundaries, lot sizes and building sites comply with the requirements of the Private Sewage Disposal Systems Regulation (AR 229/97) in respect of lot size and distances between property lines, buildings, water sources and private sewage disposal systems as identified in section 4(4)(b) and (c),
8. The use of the land in the vicinity of the land is the subject of the application, and
9. Any other matters that it considers necessary to determine whether lands that is the subject of the application is suitable for the purpose for which the subdivision is intended.

### **Clearwater County's Municipal Development Plan (2023)**

#### **MDP Policy 5.2.3 Subdivision and Development on Agricultural Land**

Each subdivision or development application shall be assessed and decided upon on a case by case basis. In evaluating subdivision or development proposals that affect agricultural land, the agricultural quality of the land is one of a number of factors that Clearwater County will consider. Additional items to be considered include the following:

- (a) the nature and extent of farming activities in the local area;
- (b) the nature and extent of non farming activities in the local area;
- (c) the Farmland Assessment Rating, or alternative documentation as prepared by a qualified professional and agreed to by the County, of the land within the title to be subdivided or developed and adjacent lands;
- (d) the proposed use of land;
- (e) the reasonable availability of alternative locations for the proposed subdivision or development; and
- (f) additional criteria as determined by the Development Authority.

#### **MDP Policy 5.2.4 Agricultural Operations**

In making decisions on proposed land redesignations, subdivisions or developments in areas of the County where agriculture is the primary use, Clearwater County should seek to limit infringements on agricultural operations except where otherwise provided for in the MDP.

#### **MDP Policy 6.2.1 General Residential Development Considerations**

Recognizing residential development will be required to accommodate future population growth and to help sustain community infrastructure, especially schools, Clearwater County views that residential development which is appropriately located and designed to the satisfaction of the County is compatible within the rural area, including adjoining and nearby agricultural operations and other residences.

#### **MDP Policy 6.2.2 General Residential Development Considerations**

When considering a proposed residential subdivision, Clearwater County will require that the proposed subdivision applicant demonstrate:

- (a) the site has attributes suitable for residential development;
- (b) is appropriately located and designed such that it effectively embraces, and conserves where appropriate, the visual and environmental qualities of the area, including topography, landscapes, water features, native habitat and biodiversity values;
- (c) mitigating strategies to minimize impacts on natural resources, including productive agricultural land, water, aggregate and energy resources; and
- (d) the proposal can be reasonably served by community and physical infrastructure.

**MDP Policy 6.2.3 General Residential Development Considerations**

Clearwater County shall require that each parcel to be approved for a residential development:

- (a) has legal access and year-round physical access developed to meet applicable standards and connected to a Provincial highway or County maintained roadway;
- (b) has a minimum 0.4 hectares (1 acre) developable area;
- (c) where a private septic system and a private water system are proposed, there is sufficient area necessary to provide the proposed private system(s);
- (d) has a water table at a depth of at least 2 metres (6.56 ft), unless a qualified professional can demonstrate to the satisfaction of the County that a water table closer to the surface will not unduly impact the development; and
- (e) is serviced in accordance with provincial regulations and any applicable County standards or policy.

**MDP Policy 10.2.1 Number of Permitted Parcels**

In a quarter section designated Agricultural District as per the Land Use Bylaw the maximum number of titled parcels that are allowed to be created in a quarter section shall be two (2). This number includes one (1) additional parcel and the balance or remainder of the quarter section.

**MDP Policy 10.2.4 Number of Permitted Parcels**

When evaluating the land use redesignation which may provide additional subdivision options Clearwater County shall take into consideration:

- (a) the impact on roadways, access and potential for additional traffic;
- (b) potential impacts on adjacent lands including existing uses, possible nuisances and land use incompatibilities; and
- (c) The applicable residential policies contained In Section 6 and 5.2.3 of this MDP.

**MDP Policy 10.2.5 Number of Permitted Parcels**

For a residential parcel in the Agriculture District of the Land Use Bylaw that includes all or part of an existing farmstead, the parcel size shall be no less than 1.01 hectares (2.25 acres) and no greater than 2.83 hectares (7 acres) unless a larger parcel size is deemed necessary by the Subdivision Authority to:

- (a) encompass existing residential amenities and facilities, such as shelter belts, wastewater and water services and driveways associated with the farmstead; or
- (b) to accommodate a subdivision based on fragmentation.

**MDP Policy 10.2.6 Legal and Physical Access**

All new parcels created shall have safe and functional access to a Provincial highway or a County maintained roadway.

**MDP Policy 10.2.9 Location of Parcels**

Clearwater County shall require a proposed new parcel to be located to minimize impacts on natural capital and agricultural operations within the quarter section and on adjacent lands.

**MDP Policy 10.2.10 Location of Parcels**

The preferred location of new residential parcels shall be:

- (a) any portion of the quarter section that is separated from the balance of the quarter section by a fragmented feature;

- (b) the portion of the land that has the lowest agricultural capability within the quarter section based on the Provincial farmland assessment rating or alternative rating prepared by a qualified professional and acceptable to the County;
- (c) locations in the quarter section that use the least amount of cultivated land or land cleared for pasture as possible; and
- (d) locations abutting existing residential parcels or existing residences.

#### **MDP Policy 10.2.11 Location of Parcels**

The Subdivision Authority shall endeavour to ensure that each parcel has sufficient developable area to:

- (a) accommodate the intended means of servicing including provision of water and wastewater services; and
- (b) accommodate principal and accessory buildings to meet all applicable yard and setback requirements of the applicable Land Use Bylaw District.

#### **MDP Policy 11.2.17 Water and Wastewater Services**

Clearwater County shall require all development to meet provincial standards and regulations respecting the provision of water and wastewater services.

#### **MDP Policy 11.2.18 Water and Wastewater Services**

Clearwater County shall require all water and wastewater services for private developments to be at the cost of the developer, unless the County deems it in the greater community interest to provide or share in the provision of these services.

#### **MDP Policy 11.2.19 Water and Wastewater Services**

Unless otherwise required by the County, Clearwater County shall require the development of a parcel to be individually serviced by an on-site private water well or an alternate supply of potable water.

#### **MDP Policy 11.2.20 Water and Wastewater Services**

Unless otherwise required by the County, Clearwater County shall require the development of a parcel to be individually serviced by an on-site private wastewater system. In order, the County's preferences for individual on-site wastewater systems are: on-site treatment where the site is large enough; on-site septic tank and tile field system; on-site approved organic systems; and on-site holding tank. Notwithstanding the foregoing, Clearwater County may accept an engineered wastewater system that has been approved by the appropriate Provincial Government Department.

#### **MDP Policy 12.1.1**

Encourage the provision of health, education, recreation and social facilities and programs to effectively serve a growing and dispersed population.

#### **MDP Policy 14.2.4 Redesignation, Subdivision, and Development**

Clearwater County shall implement the policies of the MDP when making decisions on any proposed redesignation, subdivision, or development application and on any proposed statutory plan or outline plan.

#### **MDP Policy 14.2.5 Redesignation, Subdivision, and Development**

To provide information relevant to a proposed redesignation, subdivision or development of land, Clearwater County may require the applicant to have prepared and submitted by a qualified professional any or all of the following:

- (a) a geotechnical study;
- (b) a traffic impact study;
- (c) a water supply study addressing domestic use and fire supply;
- (d) a wastewater servicing study;
- (e) a stormwater management plan;
- (f) an environmental assessment; and
- (g) any other study or plan required by the County.

**MDP Policy 14.2.6 Redesignation, Subdivision, and Development**

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

- (a) impact on adjoining and nearby land uses;
- (b) impact on natural capital and agricultural land;
- (c) impact on the environment;
- (d) scale and density;
- (e) site suitability and capacity;
- (f) road requirements and traffic impacts, including access and egress considerations, including Subdivision and Development Regulations related to land in the vicinity of a highway;
- (g) utility requirements and impacts;
- (h) open space needs;
- (i) availability of protective and emergency services;
- (j) FireSmart provisions;
- (k) BearSmart provisions;
- (l) impacts on school and health care systems;
- (m) measures to mitigate effects;
- (n) County responsibilities that may result from the development or subdivision; and
- (o) any other matters the County considers relevant.

**MDP Policy 14.2.10 Municipal Reserves**

As a condition of subdivision approval, Clearwater County shall require that the full 10 percent of developable lands be dedicated as municipal reserve as provided for in the MGA.

**MDP Policy 14.2.11 Municipal Reserves**

Municipal Reserves shall be taken as cash in lieu on every residential parcel being created within a previously subdivided quarter section.

**MDP Policy 14.2.14 Municipal Reserves**

Municipal Reserve cash-in-lieu values shall be determined based on current market value which shall be reviewed every two years.

**MDP Policy 14.2.16 Municipal Reserves**

Cash-in-lieu of land shall be retained by Clearwater County in the Municipal Reserve trust fund and shall be used in accordance with the provisions of the MGA.

## **Clearwater County's Land Use Bylaw**

### **11.13 Community Amenity (CA) District**

The purpose and intent of this District is to accommodate a range of cultural, recreational, institutional and public service type uses in both rural and hamlet areas of the County. This District should build on the idea of creating a strong quality of life and ensuring strong community social growth across the wide-ranging geography of the County. This District also includes Municipal Reserve (MR) spaces that meet the requirements of the MGA.

#### **Discretionary Uses**

Cemetery

### **Section 11.3 Country Residential Agricultural District "CRA"**

The purpose and intent of this District is to provide for acreages and/or communally serviced rural residential lot development with limited agricultural pursuits that do not negatively impact adjacent residences.

#### **Section 11.3 (b) Site Regulations (Parcel Size)**

A minimum of 1.41 ha (3.5 ac) and no greater than 2.02 ha (5.0 ac) for an undeveloped site and 2.83 ha (7.0 ac) for a developed site unless part of an applicable statutory plan or Outline Plan, in which case, the minimum outlined in this plan would apply.

#### **Policy Considerations**

The proposed +/- 5.0 acre Community Amenity redesignation is to allow for the expansion of Leslieville Cemetery, which currently uses the adjacent lots located in the northwest corner of the quarter section. Clearwater County intends to consolidate the cemetery lots into one. The County will be the owner but the Bethel Union Church will continue to manage the clearing, maintenance and cemetery operations.

Legal and physical access exists to the cemetery off of Township Road 39-4, located adjacent to the north property boundary. The expanded area is heavily treed and not currently being farmed.

The proposed +/- 4.6 acre CRA redesignation is to allow for the landowners to subdivide the existing farm site from the remainder of the quarter section. The proposed parcel is located in the southeast corner of the quarter, adjacent to other residential parcels as per policy 10.2.10(d). The parcel is also under the maximum 7.0 acres for a developed site. The parcel would be considered the third title out of the quarter section, once the cemetery consolidation is complete, going against policy 10.2.1.

**CLEARWATER COUNTY  
BYLAW NUMBER 26/098**

Being a bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw 25/050.

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

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

**AND WHEREAS**, the purpose and intent of this District is to accommodate a range of cultural, recreational, institutional and public service type uses in both rural and hamlet areas of the County. This District should build on the idea of creating a strong quality of life and ensuring strong community social growth across the wide-ranging geography of the County. This District also includes Municipal Reserve (MR) spaces that meet the requirements of the MGA.

**NOW THEREFORE**, the Council of Clearwater County in the Province of Alberta, enacts as follows:

***That ± 5.0 acres of the NE 24-39-05-W5M be redesignated from the Agricultural (A) District to the Community Amenity (CA) District.***

***As outlined in red on the attached Schedule "A."***

**1 EFFECTIVE DATE**

1.1 This bylaw comes into force and effect upon third and final reading.

Read a first time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Reeve

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

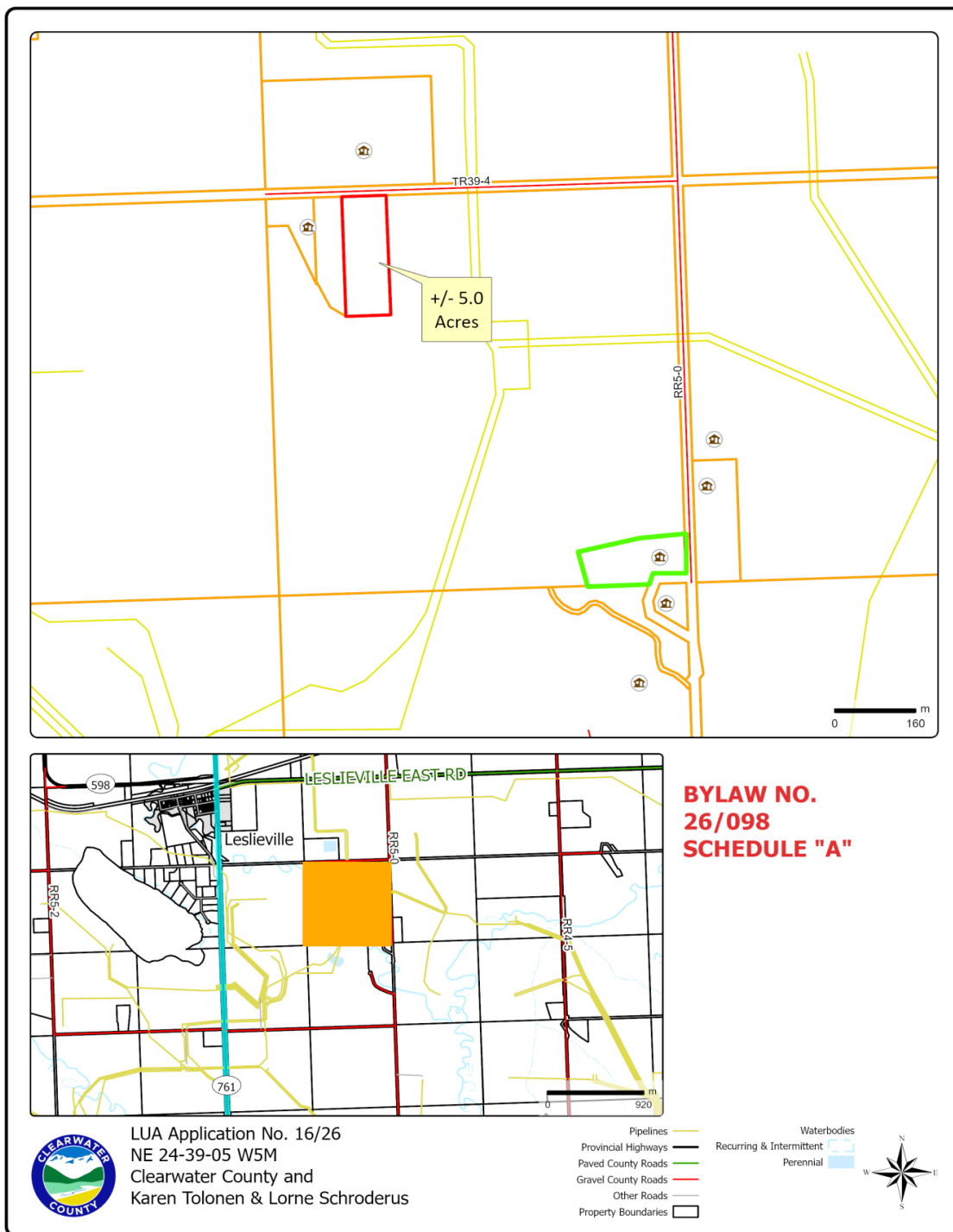
Public hearing held on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Read a second time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Read a third and final time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Reeve

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



**CLEARWATER COUNTY  
BYLAW NUMBER 26/099**

Being a bylaw of Clearwater County, in the Province of Alberta, for the purpose of amending the Land Use Bylaw, being Bylaw 25/050.

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

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

**AND WHEREAS**, the general purpose of the Country Residential Agricultural (CRA) District is to provide for acreages and/or communally serviced rural residential lot development with limited agricultural pursuits that do not negatively impact adjacent residences.

**NOW THEREFORE**, the Council of Clearwater County in the Province of Alberta, enacts as follows:

***That ± 4.6 acres of the NE 24-39-05-W5M be redesignated from the Agricultural (A) District to Country Residential Agricultural (CRA) District.***

***As outlined in red on the attached Schedule "A."***

**1 EFFECTIVE DATE**

1.1 This bylaw comes into force and effect upon third and final reading.

Read a first time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Reeve

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

Public hearing held on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Read a second time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

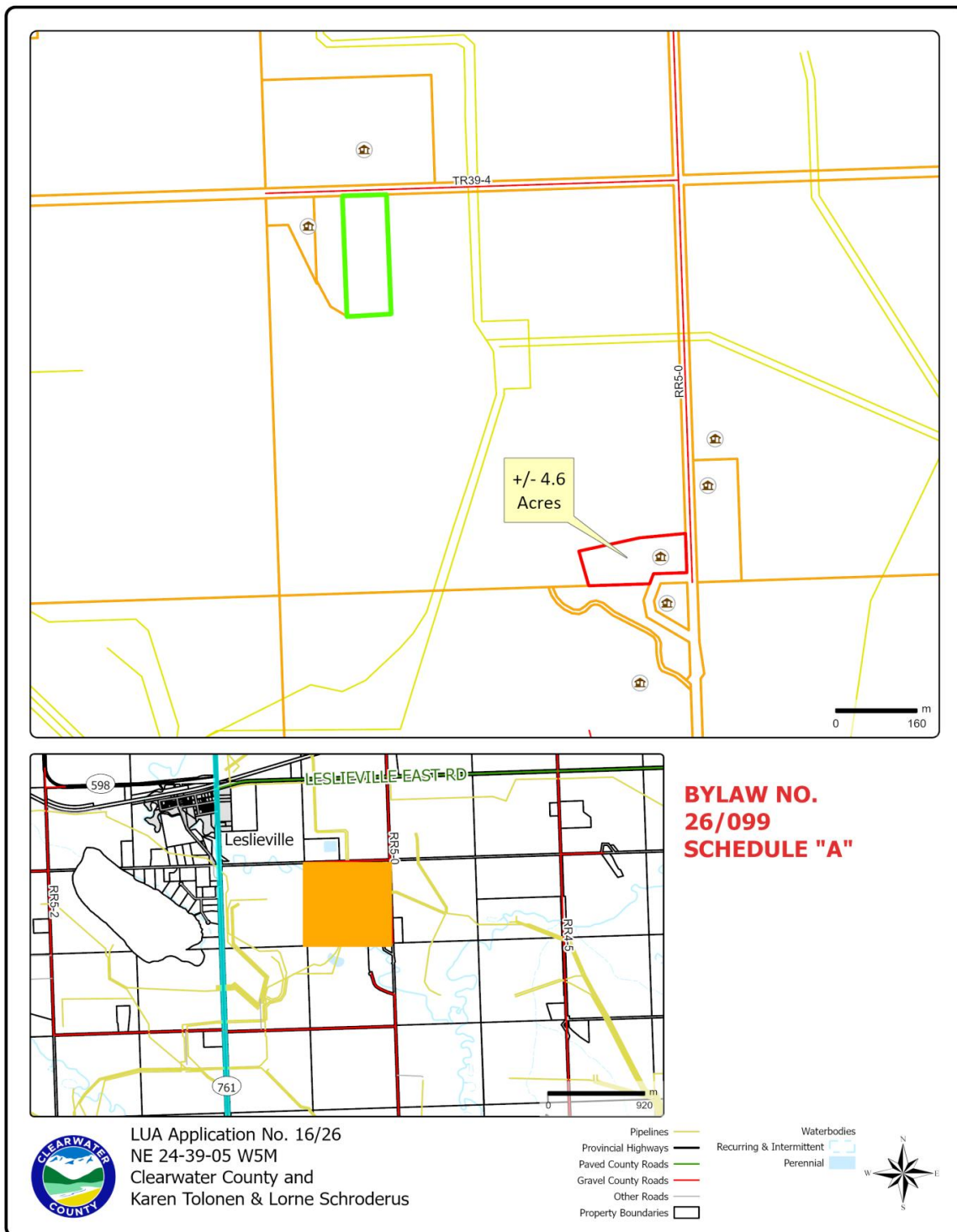
Read a third and final time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

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Reeve

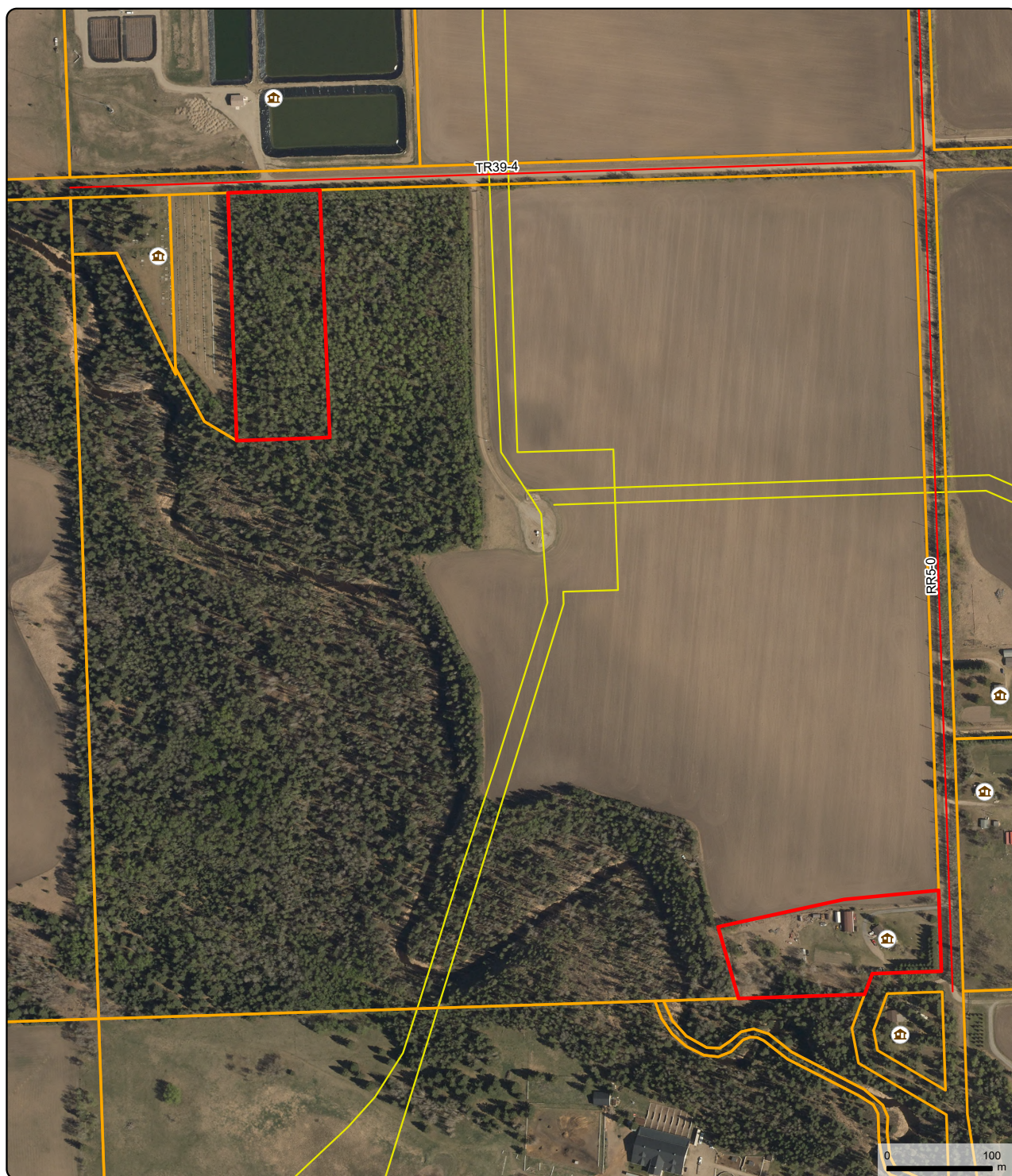
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Chief Administrative Officer



LUA Application No. 16/26  
 NE 24-39-05 W5M  
 Clearwater County and  
 Karen Tolonen & Lorne Schroderus

**BYLAW NO.  
 26/099  
 SCHEDULE "A"**







AERIAL PHOTO  
Land Use Amendment No. 16/26  
Proposed CRA and CA Parcels  
NE-24-39-05-W5M  
Clearwater County and  
Karen Tolonen & Lorne Schroderus

- Pipelines ———
- Property Boundaries ———
- Gravel County Roads ———
- Subject Parcel ———
- Rural Address ———

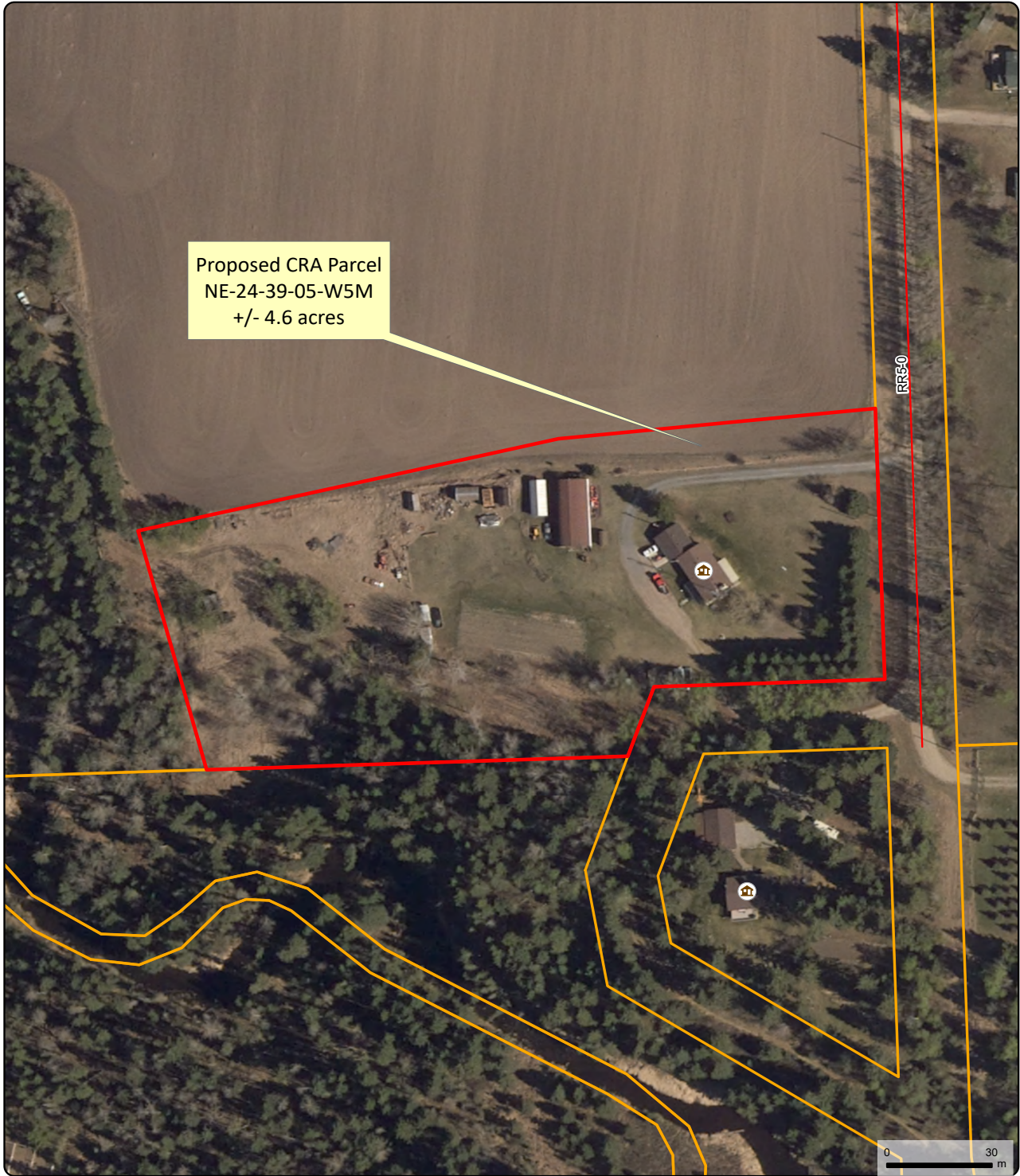




AERIAL PHOTO  
Land Use Amendment No. 16/26  
Community Amenity Parcel  
Consolidation with Leslieville Cemetery Properties  
NE-24-39-05-W5M  
Clearwater County

- Property Boundaries 
- Gravel County Roads 
- Subject Parcel 
- Rural Address 









Proposed CRA Parcel  
NE-24-39-05-W5M  
+/- 4.6 acres

RR350

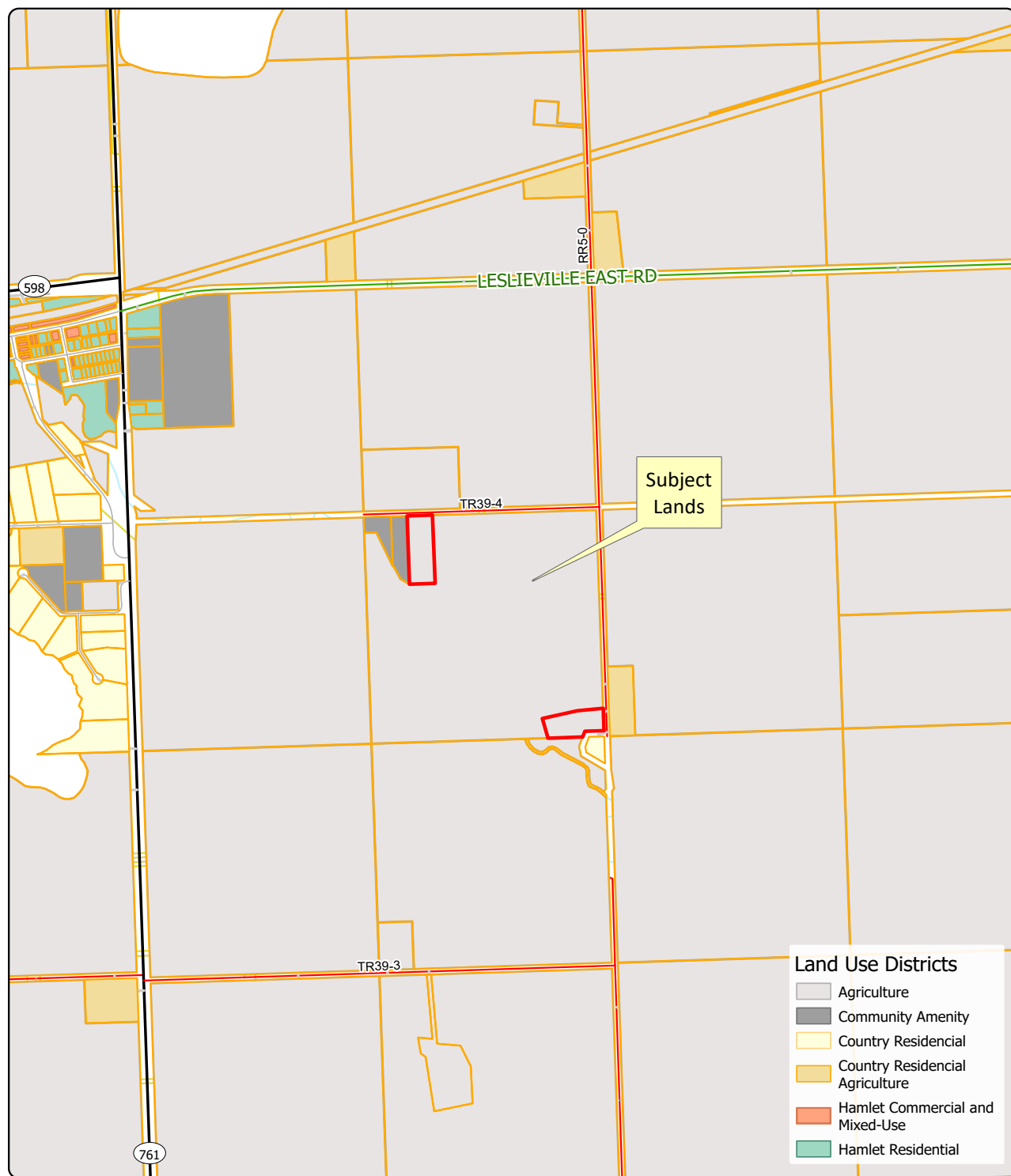
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AERIAL PHOTO  
Land Use Amendment No. 16/26  
Country Residential Agricultural Parcel  
NE-24-39-05-W5M  
Lorne Schroderus & Karen Tolonen

- Property Boundaries 
- Gravel County Roads 
- Subject Parcel 
- Rural Address 





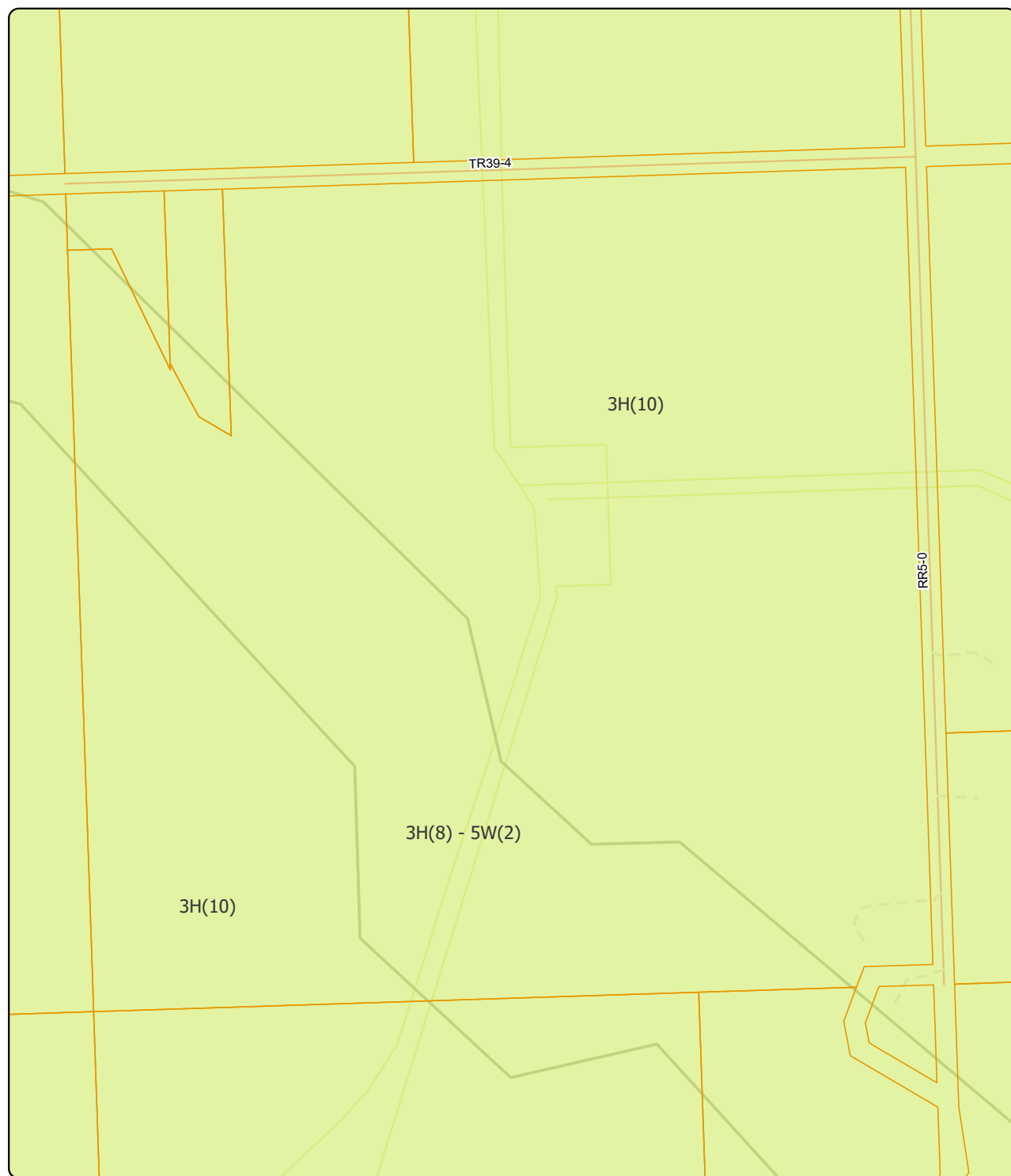
**SURROUNDING LANDS**  
 LUA Application No. 16/26  
 NE 24-39-05 W5M  
 Clearwater County and  
 Karen Tolonen & Lorne Schroderus

Property Access — — —  
 Pipelines — — —  
 Provincial Highways — — —  
 Paved County Roads — — —

Gravel County Roads — — —  
 Other Roads — — —

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LAND SUITABILITY RATING SYSTEM  
LUA Application No. 16/26  
NE 24-39-05-W5M  
Clearwater County and  
Karen Tolonen & Lorne Schroderus






LSRS Rating (Spring Grains)  
3 - Moderate





## Agenda Item Report

### Regular Council Meeting

|   |  |  |  |  |
|---|--|--|--|--|
| <b>AIR Type:</b>  | Request for Decision   |  |  |  |
| <b>SUBJECT:</b>   | Clearwater County Bylaw Review - Bylaw 26/090 Repeal of Obsolete or Redundant Bylaw  |  |  |  |
| <b>PRESENTATION DATE:</b>   | Tuesday, June 9, 2026  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>   | Public Works Infrastructure<br>Kate Reglin, Capital Projects Supervisor<br>Erik Hansen, PW Director & Rick Emmons, CAO   |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>   | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>   | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA s.191(1) & (2)) <input type="checkbox"/> County Bylaw or Policy  |  |  |  |
| <b>Council Values</b>   |  |  |  |  |
|  <p><b>Economic Prosperity</b><br/>Grow our population and economy by attracting people, investment, businesses, and industry.</p> |  <p><b>Cooperative Alliances</b><br/>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth, enhance our quality of life, and celebrate what makes us amazing.</p> |  <p><b>Environmental Stewardship</b><br/>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.</p> |  <p><b>Community Social Growth</b><br/>Ensure the health and well-being of our communities and its residents.</p> |  <p><b>Financial Responsibility</b><br/>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.</p> |
| <b>ATTACHMENTS:</b>   |  |  |  |  |
| <a href="#">350 Land Agreement with Minister of Environment Lagoon Site NE 11 36 6 Road Plan 5529 MC(2) Bylaw 26-090 Repeal of Obsolete or Redundant Bylaws</a>   |  |  |  |  |

#### STAFF RECOMMENDATION:

That Council grant first, second unanimous consent for third, and third readings of Bylaw 26/090 for the purpose of repealing obsolete or redundant bylaw.

#### BACKGROUND:

As part of Clearwater County's Bylaw Review, Administration identified the following obsolete and/or redundant bylaws. Obsolete/Redundant Bylaws are no longer functional, necessary, or legally valid.

They are:

- Outdated - they may refer to practices no longer in use, or reflect social norms from decades ago;
- Superseded - they have been replaced by newer bylaws but were not properly repealed at the time the new bylaw was passed;
- Inoperative/Ineffective - they no longer serve a practical purpose for operations and/or current provincial legislation and regulations incorporate the bylaw's original purpose.

The Municipal Government Act, section 191 (1) and (2) states:

*(1) The power to pass a bylaw under this or any other enactment included a power to amend or repeal the bylaw.*

*(2) The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.*

Bylaws under review today are attached, as follows

| Bylaw Number | Title                               |
|--------------|-------------------------------------|
| 350          | Land Use Agreement - NE 11-36-R6-W5 |

Bylaw 350 is a bylaw from the Village of Caroline. The bylaw outlines Land Surface and Reclamation agreement with Alberta Environment for the current lagoon site. Provincial requirements for reclamation have since been updated. If/When Clearwater County reclaims the lagoon site, there would be updated Provincial approvals and process.

The above bylaw does not require consent, conditions or advertising, consequently Administration is recommending Council review the bylaw and grant first, second, unanimous consent, and third reading of Bylaw 26/090.

VILLAGE OF CAROLINE

BY-LAW NO. 350

A By-law to authorize the Municipal Council of the Village of Caroline to enter into agreements with her Majesty the Queen in the right of Alberta (represented by the Minister of the Environment).

WHEREAS under the provisions of Section 119 of the Municipal Government Act, being Chapter 246 of the Revised Statutes of Alberta, 1980, (as amended), the Council may pass a By-law authorizing the making of an agreement with the Province of Alberta, or its agents, for the performance of any matter or thing considered by the Council and the Province or its agents to be a benefit to both parties; and

WHEREAS under Section 7 of the Land Surface Conservation and Reclamation Act the Minister of the Environment may enter into an agreement with and owner to restrict the use of certain land;

NOW THEREFORE the Municipal Council of the Village of Caroline in Council assembled enacts as follows:-

That the Mayor and Secretary-Treasurer of the Village of Caroline be and are hereby empowered to execute an agreement similar to the form attached and marked Exhibit "A", between the said Town and the Minister of the Environment relating to reclamation of certain lands described as follows:-

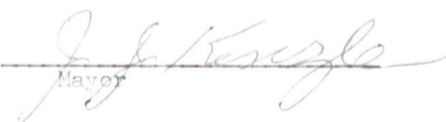
All that portion of the North East Quarter of Section Eleven (11) Township Thirty-six (36) Range Six (6) West of the Fifth Meridian, in the Province of Alberta Canada, Required for a Lagoon Site as shown outlined in red upon a Plan of Survey of the said Site as shown on Road Plan 5529 M.C.

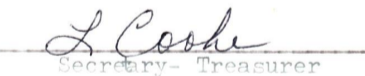
The land hereby described containing twelve and forty seven hundredths (12.47) acres more or less,

Read a first time this 27th day of July, A.D. 1982.

Read a second time this 27th day of July, A.D. 1982.

Read a third time and finally passed this 27th day of July, A.D. 1982.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Secretary-Treasurer

**CLEARWATER COUNTY****BYLAW NUMBER 26/090**

BEING A BYLAW OF CLEARWATER COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF OMITTING AND PROVIDING FOR THE REPEAL OF A BYLAW OR A PROVISION OF A BYLAW THAT IS INOPERATIVE, OBSOLETE, OR OTHERWISE INEFFECTIVE.

**WHEREAS** the *Municipal Government Act, RSA 2000 Chapter M- 26* as amended, provides that a council may by bylaw authorize the repeal of any of the bylaws of the municipality;

**WHEREAS** the Order in Council; O.C. 358/2024 dated December 4, 2024; amalgamated the Village of Caroline and Clearwater County to form a new municipality named Clearwater County;

**WHEREAS** bylaws of each of the former municipalities continue to apply within the boundaries of each of the former municipalities until the bylaws are repealed, amended or replaced by the Council of the new municipality;

**WHEREAS** Clearwater County Council deems it desirable to repeal bylaws that are no longer required as they are obsolete or redundant;

**AND WHEREAS** the repeal must be made in the same way as the original bylaw and is subject to the same consents, conditions, or advertising requirements that apply to the passing of the original bylaw, unless the *Municipal Government Act* or any other enactment provides otherwise;

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

**1 TITLE**

1.1. This Bylaw may be referred to as the "Repeal of Obsolete or Redundant Bylaws".

**2 OBSOLETE BYLAWS**

2.1 The following bylaws and any amendments thereto are hereby repealed:

| Village of Caroline Bylaw Number | Title                              |
|----------------------------------|------------------------------------|
| 350/82                           | Land Use Amendment NE 11-36-R6-W5M |

**3 EFFECTIVE DATE**

3.1 This bylaw comes into force and effect upon third and final reading.

READ A FIRST TIME on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

READ A SECOND TIME on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

UNANIMOUS CONSENT GRANTED FOR THIRD READING on \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

READ A THIRD AND FINAL TIME ON \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Reeve

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



## Agenda Item Report

### Regular Council Meeting

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| <b>AIR Type:</b>   | Request for Decision   |  |  |  |  |  |
| <b>SUBJECT:</b>  | First Reading - Bylaw 25/068 - Repeal of Saunders - Alexo - Development Node Area Structure Plan - Bylaw 25/045 and Whitegoat Lakes - Development Node Area Structure Plan - Bylaw 25/046                    |  |  |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026  |  |  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Planning & Development<br>Kim Gilham- Acting Director<br>Rick Emmons, CAO  |  |  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (MGA) <input type="checkbox"/> County Bylaw or Policy (LUB 25/050 & MDP 2023)  |  |  |  |  |  |
| <p><b>Council Values</b></p> <table border="0"> <tr> <td style="text-align: center;"> <br/> <b>Economic Prosperity</b><br/>           Grow our population and economy by attracting people, investment, businesses, and industry.         </td> <td style="text-align: center;"> <br/> <b>Cooperative Alliances</b><br/>           Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.         </td> <td style="text-align: center;"> <br/> <b>Environmental Stewardship</b><br/>           Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.         </td> <td style="text-align: center;"> <br/> <b>Community Social Growth</b><br/>           Ensure the health and well-being of our communities and its residents.         </td> <td style="text-align: center;"> <br/> <b>Financial Responsibility</b><br/>           Reduce the fiscal burden of future Councils, as well as the community, for generations to come.         </td> </tr> </table> |  | <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.  | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents.   | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.       |  |  |
| <p><b>ATTACHMENTS:</b></p> <p><a href="#">Bylaw 25-068 Repeal Bylaw 25-045 and Bylaw 25-046 - Development Node ASP</a></p>   |  |  |  |  |  |  |

#### STAFF RECOMMENDATION:

That Council make a motion for Bylaw 25/068 to repeal Bylaws 25/045 and 25/046 for the Saunders - Alexo and Whitegoat Lakes Development Nodes and either:

- 1) Grant First Reading to Bylaw 25/068; or
- 2) Defeat First Reading to Bylaw 25/068.

#### BACKGROUND:

This item was previously presented and First Reading was tabled at the February 10th Regular Council Meeting. Public Participation was requested from Council and has now been completed.

Realizing that the Highway 11 corridor was becoming increasingly popular for tourism and recreation, the Alberta Provincial government completed the David Thompson Corridor Integrated Resource Plan (IRP) in 1992. This IRP gave guidance for the resource management and development opportunities along the highway. The Plan identified five Development Nodes along the corridor, each with a potential for a range of tourism / recreational pursuits, along with associated services and activities.

These Nodes are:

Bighorn Canyon

Historic Town Site of the Hamlet of Nordegg

Saunders/Alexo

Shunda/Goldeye

White Goat Lakes

The Townsite of Nordegg was handed over to the County to subdivide and develop in 1995. The remainder of the nodes are owned and managed by the Province. Based on direction from the Province of Alberta and grant funding for the project, Clearwater County prepared two Area Structure Plans (ASPs) for the Saunders - Alexo and White Goat Lakes development nodes. The Province asked the County to accommodate additional tourism and recreation opportunities in these areas, identifying sites where various forms of development would be appropriate, should there be interest to do so. While preparing the documents, feedback was received from the Province, and adjustments were made.

In July of 2025, both ASPs were adopted by Bylaw, with a Public Hearing, after public engagement. Members of the Province were in attendance during the Public Hearing to explain their participation in the project. The following are links to the two approved documents:

- [Saunders - Alexo Development Node Area Structure Plan](#)
- [Whitegoat Lakes Development Node Area Structure Plan](#)

An Area Structure Plan (ASP) provides a long-term framework for the development of a specific area, guiding future land use, subdivision, and infrastructure planning. It is a strategic document, approved by a municipal council, that outlines details like proposed land uses, population density, the sequence of development, and the general location of major roadways and utilities. ASPs ensure growth is coordinated and consistent with the municipality's broader vision for the community. The ASPs will also balance development with the need to conserve the natural landscapes of the nodes.

These plans provide concepts of what could happen, but not definitive what must happen. An estimated timeframe for even partial development (ex.30%) would be in the range of 15 to 25 years. And this depends on market demand, interest of developers, and on provincial land lease rules and requirements.

The goal of these documents was to determine appropriate locations within the Nodes that would allow for development, more specifically related to tourism, should a developer be interested in land within the Node. A developer would require an agreement with the Province to obtain the land. The plans provide a guide for interested developers to understand what may be possible and in what areas development is supported. Additionally, if there is interest by the Province to upgrade infrastructure along the corridor, the plan serves as motivation and a guide where to direct those investments.

If a development comes forward, the provisions of the plan require the proposal to go through a rigorous process to determine if the proposal meets the policy requirements of the plan. Including, for example, the suitability of the site, environmental impacts, transportation impacts (need for road/highway improvements), infrastructure provisions required of the developer, the incremental effect of police, fire, ambulance, education and other services. At any time the County could refuse a development with sound reasoning based on the plans and other policy.

Without additional tourism/recreation sites that are suitable for recreation use, more recreators will continue to randomly venture into and through the West Country, negatively impacting sensitive sites/resources that Clearwater and Alberta residents desire to have protected and conserved. Also, without the direction of the Plans, the Province does not have any guidelines from the County when considering an application from a Developer for a development in the West Country on Crown lands, where they have authority.

The total of 5,000 overnight guests is purely an estimate, assuming every allocated site identified is developed. This is unlikely, but also not anytime in the near future.

Options going forward:

- a) Council could grant first reading and further engage with the Province and the Public for feedback on the plans, with possible revisions;
- b) Council could grant first reading and proceed to a Public Hearing for the repeal of the Bylaws; or
- c) Council could defeat first reading and leave the plans in place as approved.

**CLEARWATER COUNTY**  
**BYLAW NUMBER 25/068**

BEING A BYLAW FOR THE PURPOSE OF REPEALING SAUNDERS ALEXO – DEVELOPMENT NODE AREA STRUCTURE PLAN AND WHITEGOAT LAKES DEVELOPMENT NODE – AREA STRUCTURE PLAN BYLAWS OF CLEARWATER COUNTY IN THE PROVINCE OF ALBERTA

**WHEREAS** pursuant to the *Municipal Government Act, RSA 2000, Chapter M-26*, as amended, a council may pass bylaws for municipal purposes;

**AND WHEREAS**, pursuant to the *Municipal Government Act, RSA 2000, Chapter M-26*, as amended, a council has the power to repeal enacted bylaws;

**AND WHEREAS**, pursuant to the *Municipal Government Act, RSA 2000, Chapter M-26*, as amended, the repeal of a bylaw must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw;

**NOW THEREFORE** the Council for the Municipality of Clearwater County, in the Province of Alberta, duly assembled enacts as follows:

**1 TITLE**

- 1.1. This Bylaw may be referred to as the "Development Nodes Area Structure Plans Repealing Bylaw".

**2 REPEAL OF BYLAWS**

The following bylaws are hereby repealed:

- 2.1 "Saunders Alexo – Area Structure Plan" Bylaw 25/045.
- 2.2 "Whitegoat Lakes Node – Area Structure Plan" Bylaw 25/046.

**3 EFFECTIVE DATE**

- 3.1 This bylaw comes into force and effect upon third and final reading and is duly signed.

Read a first time on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Reeve

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

Public hearing held on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Read a second time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

Read a third and final time on \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Reeve

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



## Agenda Item Report

### Regular Council Meeting

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| <b>AIR Type:</b>   | Delegation   |  |  |  |  |  |
| <b>SUBJECT:</b>  | 10:00 a.m. Jackie Seely - Donor Relations and Development Officer - STARS  |  |  |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026  |  |  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Emergency Services<br>Jana Thomson, Legislative Services Assistant<br>Kristofer Heemeryck, Acting Director, Emergency Services and Rick Emmons, CAO  |  |  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept <input type="checkbox"/><br>Reallocation   |  |  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy   |  |  |  |  |  |
| <p><b>Council Values</b></p> <table border="0"> <tr> <td style="text-align: center;"> <br/> <b>Economic Prosperity</b><br/>           Grow our population and economy by attracting people, investment, businesses, and industry.         </td> <td style="text-align: center;"> <br/> <b>Cooperative Alliances</b><br/>           Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.         </td> <td style="text-align: center;"> <br/> <b>Environmental Stewardship</b><br/>           Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.         </td> <td style="text-align: center;"> <br/> <b>Community Social Growth</b><br/>           Ensure the health and well-being of our communities and its residents.         </td> <td style="text-align: center;"> <br/> <b>Financial Responsibility</b><br/>           Reduce the fiscal burden of future Councils, as well as the community, for generations to come.         </td> </tr> </table> |  | <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
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| <p><b>ATTACHMENTS:</b></p> <p><a href="#">Clearwater County June 9 2026 - Presentation</a></p> <p><a href="#">STARS - Horizons - Spring 2026 Report</a></p>  |  |  |  |  |  |  |

#### STAFF RECOMMENDATION:

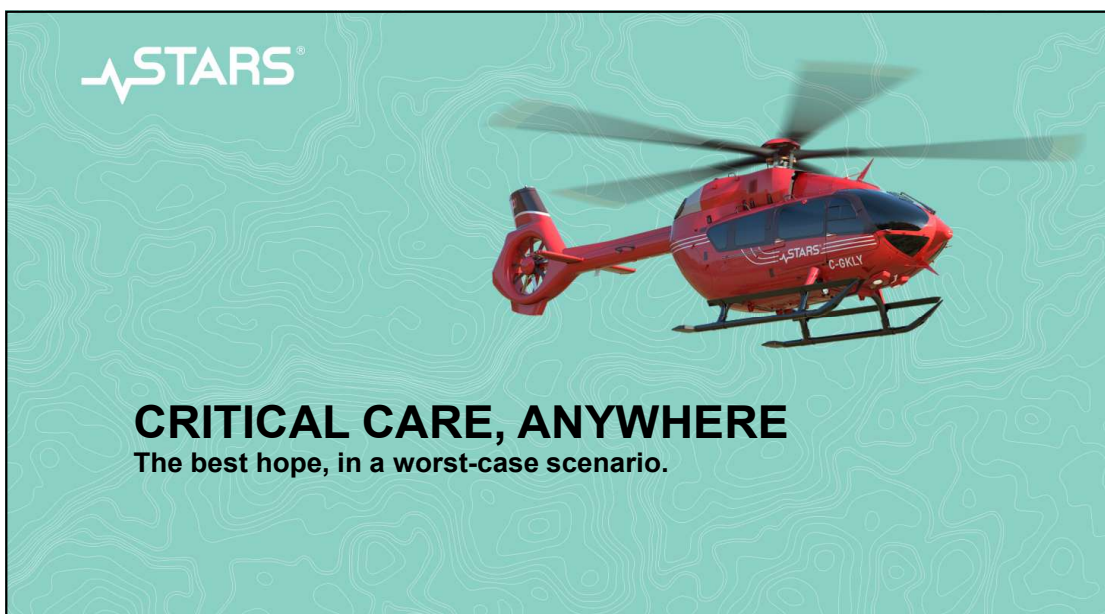
That Council receives the STARS Foundation update as presented, and that Council considers STARS Foundation's annual request for funding during 2027 budget deliberations.

#### BACKGROUND:

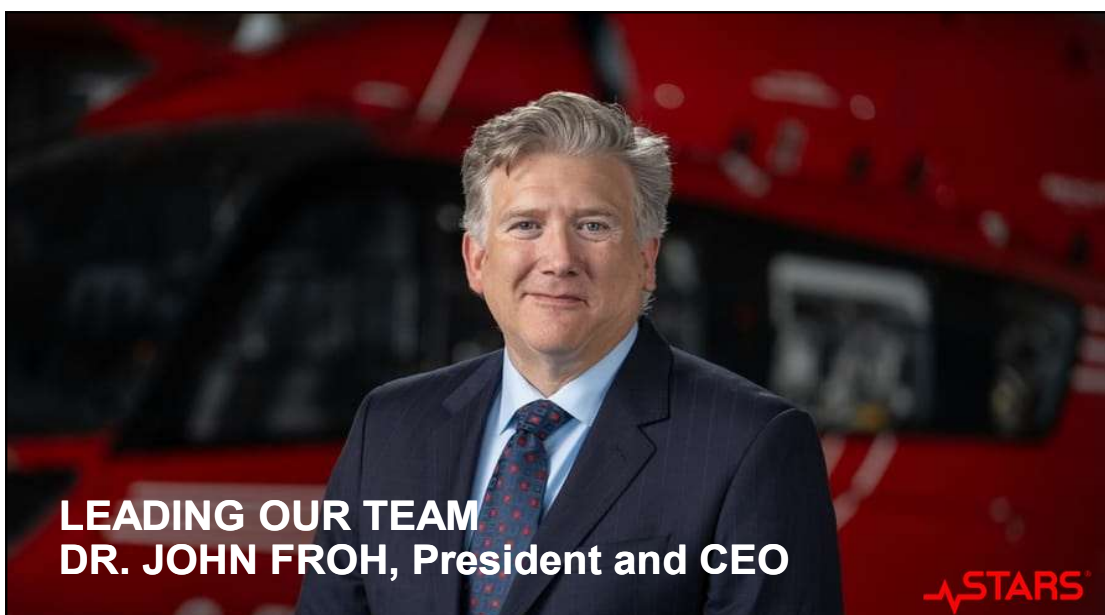
Jackie Seely, Donor Relations and Development Officer from STARS Foundation will present an annual report detailing how the funding received from Clearwater County has supported STARS. This

presentation will also include up-to-date statistics regarding STARS activities within Clearwater County. STARS is also applying for 2027 funds for continued support of operations.

2026-06-03




1



2

2026-06-03



**Critical care,  
anywhere.  
Since 1985.**

It all began when a pregnant woman from a rural community died from blood loss, leaving a father alone with their newborn. For STARS' founders, her death was one too many. Something had to be done.

As we've grown and evolved, STARS has never wavered from our mission. Fundamentally we believe that where you live — or work, play and travel — shouldn't impact your chance of survival.

**Dr. Greg Powell, OC, AOE, MD, FRCPC**  
STARS FOUNDER

3



**Kelly Waldron - STARS First Patient December 1<sup>st</sup>, 1985**

**Born out of Necessity**

**FORTY YEARS.  
ONE MISSION.**

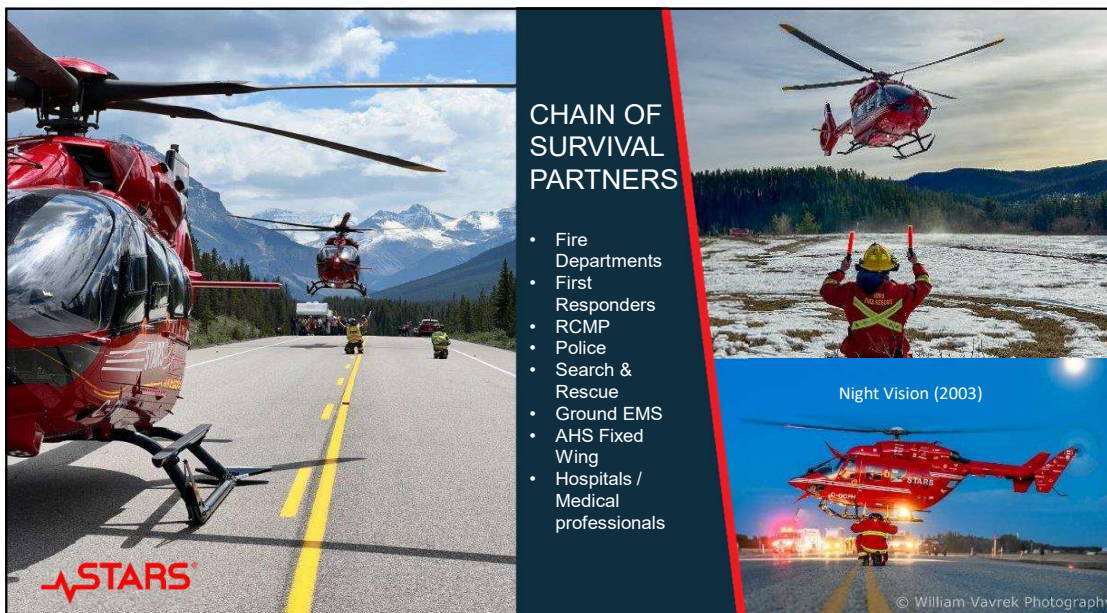


H145 Fleet of 10

**STARS 40**

4

2026-06-03



### CHAIN OF SURVIVAL PARTNERS

- Fire Departments
- First Responders
- RCMP
- Police
- Search & Rescue
- Ground EMS
- AHS Fixed Wing
- Hospitals / Medical professionals

Night Vision (2003)

© William Vavrek Photography

5



Cardiac 21%

Vehicle Incident 19%

Other Medical Distress 17%

Trauma 17%

Pulmonary 13%

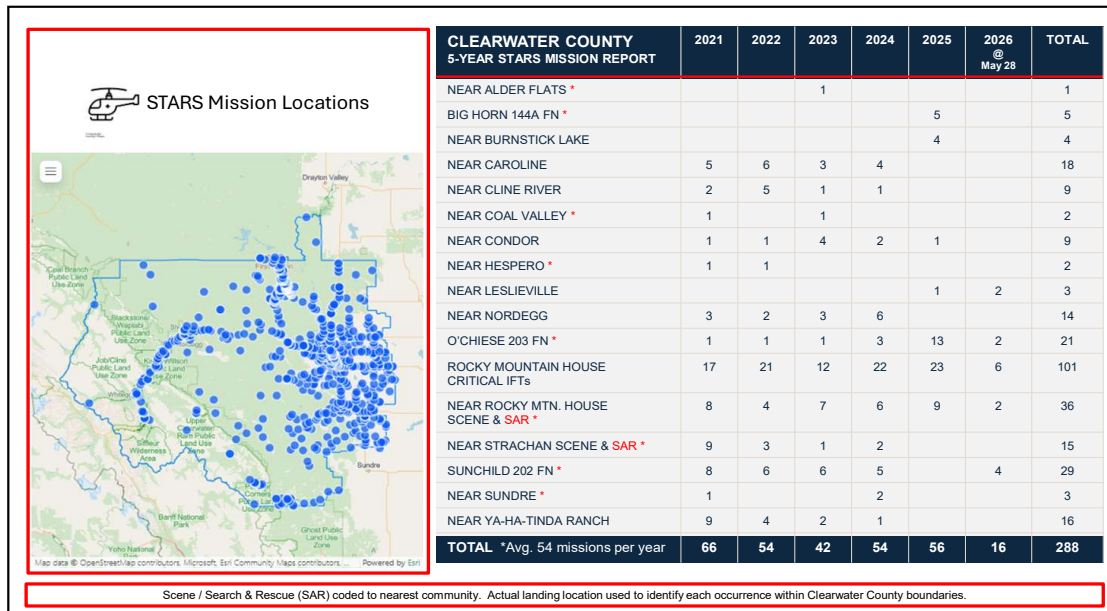
Neurological 11%

Obstetrical 2%

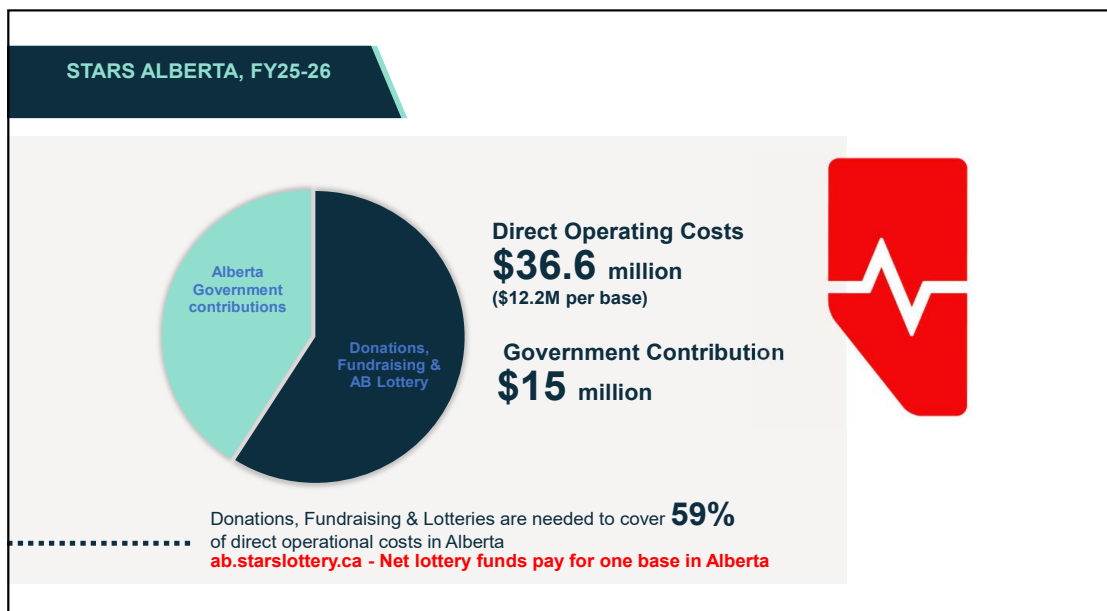
Environmental 0.2%

6

2026-06-03

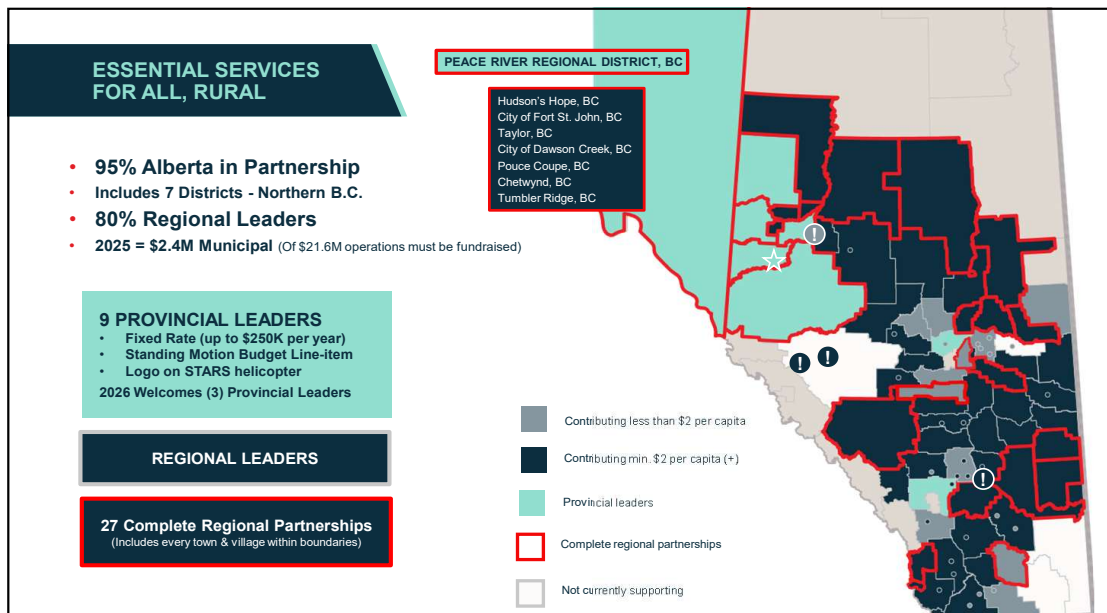


7



8

2026-06-03



9



10

2026-06-03



**AMTC  
International  
Simulation  
Competition  
CHAMPIONS**

Final case; Complex farm accident

- High-intensity
- Five critical patients
- Including a pediatric patient
- Multiple major traumas
- Anhydrous ammonia toxicity

The image features a collage of three photographs. The top-left photo shows two STARS crew members, a man and a woman, in their blue and orange uniforms standing in front of a large illuminated sign that reads 'AMTC'. The bottom-left photo shows a crew member in a blue uniform and orange vest performing medical resuscitation on a patient lying on a stretcher. The right side of the image has a dark blue background with white text and a bulleted list.

11



**THANK YOU  
CLEARWATER COUNTY**

**REGIONAL LEADER**

**\$25,000 FIXED RATE**

**STANDING MOTION**

**BENEFITS**

- Area averages 54 missions per year
- STARS provides physical response and virtual consultations
- Residents have access to STARS 24/7 across Western Canada
- Serving the most rural and remote areas with our World Class Crew
- Charitable organization operating at no cost to the patient
- Together, we're saving lives and saving futures

**A LIFE IS SAVED EVERY DAY. YOUR PARTNERSHIP MAKES IT POSSIBLE.**

The image is a promotional graphic for STARS. It features a background photograph of a red STARS helicopter on a tarmac with two crew members in orange and blue uniforms. A semi-transparent teal box on the left contains text. A red banner at the bottom contains a slogan. The STARS logo is visible on the helicopter and the crew members' uniforms.

12



SPRING 2026

# HORIZONS

CRITICAL CARE, ANYWHERE.



**TOOLS AND TECH**  
3D-PRINTED WORK AIDS BOOST HELICOPTER MAINTENANCE

**COMMUNITY SUPPORT**  
VIP'S MOM AMAZED BY ANGEL DONORS' GENEROSITY

**WOMEN OF THE SKY**  
A NEW SERIES ON TRAILBLAZING WOMEN FUELLING CHANGE

**A HEROIC RANCH RESCUE**  
CINDI LONG SHARES HER LIFE-SAVING STARS EXPERIENCE

PRESENTED BY  
**MUNICIPAL HAIL INSURANCE**

## CONTENTS

- Very Important Patient \ 03**  
Cindi Long shares how a swift response from her community and STARS saved her life.
- A Legacy Helicopter \ 04**  
The retired Airbus BK117 lives on at Calgary's Hangar Flight Museum.
- Mission Records \ 04**  
A year in review of STARS missions.
- Impact \ 05**  
Partners in Saskatchewan and Manitoba make powerful pledges.



STARS transport physician Dr. Jennifer Nicol at a training symposium.

**Women of the Sky \ 06**  
A new series highlights how women of STARS fuel change as trailblazing leaders.

- Tools and Tech \ 08**  
STARS engineers build innovative work aids that save money and boost efficiency.
- Community Support \ 09**  
Thanks to angel donors, an ally surpasses a fundraising goal made in memory of her son.
- Partnership \ 10**  
Together, STARS and northern Manitoba First Nation communities are closing health-care gaps.

**Published for STARS**  
STARS Editors Angela Anderson-Blunt, Kristy Archibald, Lyle Aspinall

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Art Director Veronica Cowan  
Director, Strategy & Content Meredith Bailey  
Contributors Alicia L'Archevêque, Olivia Piché

**On the cover:** Cindi Long  
**Photo by** Lyle Aspinall

## WELCOME



As we move into the spring and summer, which are typically STARS' busiest seasons for operations, I reflect on the incredible support from our allies like you to ensure we can continue to provide world-class critical care to patients in need across Western Canada.

In this issue of *Horizons*, we're pleased to launch a series recognizing the incredible women on the front line of operations at STARS – women who have broken through numerous barriers to become trailblazers in the male-dominated helicopter EMS field. Through their leadership, representation, and mentorship, they continue to break new ground and pave the way for future generations. The series begins in this issue by recognizing the work of Dr. Jennifer Nicol, a STARS transport physician. Stay tuned to read about more trailblazing women in our upcoming issues.

You'll also read a feature on a new pilot partnership with Keewatinohk Inimnie Minooyawin (KM) Inc. in northern Manitoba, launched in November 2025. Through the initiative, frontline health-care teams in Tatakweyak Cree Nation (Split Lake) and Manito Sipi Cree Nation (God's River) have around-the-clock virtual access to a STARS physician. This is just one more way we are able to provide critical care to those who need it, no matter where they are.

To wrap up our 40th anniversary celebrations in 2025, we recently celebrated the move of our last retired Airbus BK117 helicopter to the Hangar Flight Museum in Calgary – a fitting way to reflect on the impactful history of STARS. Thanks to the generosity of people like you, we raised over \$20,000 and honoured the legacy of an aircraft that played a vital role in decades of lifesaving missions. You can view the helicopter at the museum and learn more about what we do at STARS.

Since our first mission in 1985, you've saved lives with us. You enable us to provide care when it is needed most. Your active involvement and unwavering support continue to fuel our way forward.

Thank you for your continued dedication as we look toward building an even stronger future. And enjoy this spring 2026 issue of *Horizons*.

**Dr. John Froh**  
President & CEO, STARS

PHOTOGRAPH BY LYLE ASPINALL

Cindi Long cares for her horses on her ranch in summer 2021.



## Calving Season Brings STARS to Cindi Long's Pasture

An off-road vehicle accident caused critical injuries for Cindi Long — and a swift response from her community and STARS saved her life.

By Lyle Aspinnall

Cindi Long doesn't know what caused her off-road vehicle to flip in April 2021, but she remembers demanding two things after it happened: "Get my glasses and get STARS."

It was calving season on the Long ranch near Oyen, Alta., and Cindi was driving a side-by-side, taking a new calf to its mother in a pasture, when something suddenly caused the unit to flip. The calf was okay, but Cindi was ejected and then trapped under the roll cage.

Just ahead in a pickup was her now-husband, Tim Long. He'd seen the mishap in his rearview mirror and spun back, straining to lift the vehicle just enough for Cindi to drag herself free. Then he called 911.

"I said, 'You tell them I need STARS,'" said Cindi. She "knew it was bad" and couldn't imagine three hours by road to a trauma centre.

STARS launched, but the first to arrive by air was local volunteer firefighter Caleb Klassen, who was in

the area with his personal airplane and now-wife Katie Klassen. She'd recently finished a practicum in a major trauma-centre emergency department as a requirement to complete her nursing degree.

Katie kept Cindi calm and alert, performed a basic assessment, and advocated strongly with local responders that she shouldn't be moved until STARS arrived.

"That's the last thing you want in your life — a red helicopter landing," said Tim. "But it's also the thing you want most, because if you're in that wreck, they're coming to save you."

STARS flight paramedic Scott McTaggart and flight nurse Maggie Mallett had prepared for a wide range of possibilities.

"When you hear 'side-by-side rollover', we're presuming the worst," said McTaggart.

During the hour-long flight to Foothills Medical Centre in Calgary, he and Mallett used on-board ultrasound to look for internal bleeding, managed Cindi's pain and blood pressure, and relayed critical information to the trauma hospital.

It was later confirmed she had major damage to her kidneys, ribs, pelvis, lungs, and more. Most concerning was a femoral bleed — a life-threatening injury that can deteriorate rapidly.

"If [deterioration] had happened en route," said Mallett, "or if she had been taken on a bumpy road for a two- or three-hour drive and this had happened on the way, things may have had a different outcome."

Cindi's recovery is ongoing, but she's grateful for her second chance and the ability to continue her ranching life.

"If it wasn't for STARS, I would not have made it out of this field," she said. "I wouldn't be here, I wouldn't have my grandchildren. I'm so blessed and grateful for every day I get to wake up."

VERY IMPORTANT PATIENT

HORIZONS \ SPRING 2026 \ 03

MISSION RECORDS

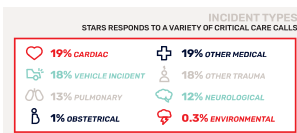
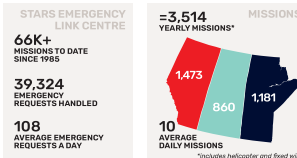
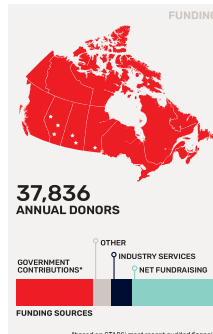


## A Legacy Helicopter Lives On

The retired Airbus BK117 that played a vital role in decades of life-saving STARS missions now lives in Calgary's Hangar Flight Museum.

The last Airbus BK117 helicopter in the STARS aircraft fleet was welcomed into the Hangar Flight Museum in Calgary in November 2025. More than 100 generous allies contributed to the campaign that allowed STARS to donate the retired aircraft, and each one has their name printed on the side. The museum addition honours the legacy of a helicopter platform that anchored STARS' critical care access to patients for more than 35 years. At its peak, before being replaced by the Airbus H145, eight BK117 helicopters were flying for STARS across Western Canada — not to mention three others that were previously flown under contracts in the charity's earliest days.

### 2025/26 YEAR IN REVIEW



How many times did STARS fly to your community? Scan here to find out.



At the STARS Winnipeg base in Dec. 2025 are (L-R) Vic Assarens, STARS president and CEO Dr. John Froh, and Benjamin Graham and Tom Bray from Manitoba Blue Cross.

## Long-Lasting Care Across the Prairies

Two partners made powerful pledges, generously supporting STARS' mission to bring pre-hospital critical care to Saskatchewan and Manitoba.

**MANITOBA BLUE CROSS**  
Manitoba Blue Cross pledged a historic \$3 million to support STARS critical mission operations throughout Manitoba over the next decade. It's the largest donation ever provided to STARS in the province and was announced at the Winnipeg STARS base in December 2025. In recognition of this transformative gift, STARS will rename its base in that province to the STARS Manitoba Blue Cross Winnipeg Base, symbolizing both organizations' shared commitment to ensuring the health and safety of Manitobans for years to come.

IMPACT

**NUTRIEN**  
Nutrien has renewed its longstanding partnership with STARS through \$4 million in new funding. This brings its total contribution over the past 10 years to more than \$30 million. The pledge was officially announced in January 2026 at the STARS base in Saskatoon. The renewed commitment directly enables STARS' critical mission operations throughout Saskatchewan, ensuring rural and agricultural communities have access to critical care when they need it most.

At the Saskatoon STARS base in Jan. 2026 are (L-R) STARS employees Tara O'Leary, Sharon Little, Dan McEwen and president and CEO Dr. John Froh; STARS Very Important Patient Aider O'Grady; Nutrien CEO Ken Sells; NIA Ken Chertkoff; and STARS employees Barry Tolmie, Rene Chapman and Ian Payne.



HORIZONS \ SPRING 2026 \ 05

## THE UNIQUE SKILLS WOMEN BRING TO STARS

Dr. Jennifer Nicol explains how female transport physicians add strength to STARS.

By Karin Olafson



**Meet Dr. Jennifer Nicol**  
**Role:** Transport physician  
**Where:** Calgary base  
**STARS history:** 8 years and counting

### Women of the Sky: A Series

In a field that is still male dominated, the trailblazing women working at STARS are fuelling change. They're breaking barriers, filling critical roles, and inspiring young women to pursue meaningful careers. This article is the first in the series.

When Dr. Jennifer Nicol began working at STARS in 2016, female transport physicians were few and far between. Now, 33 of 124 transport physicians across the organization are women.

"EMS tends to be a male-dominated field," said Nicol. "When I started with STARS, I was one of three women in the [Calgary] group; now we have 11. One third of our group is made up of women."

Nicol's weekly schedule is jam-packed. In addition to her role as a STARS transport physician, she works as an emergency physician at Calgary's Foothills Medical Centre, holds medical leadership roles, and has three young kids who are all in extracurricular activities. She's careful to put her family first, planning time to hike in summer and ski in winter.

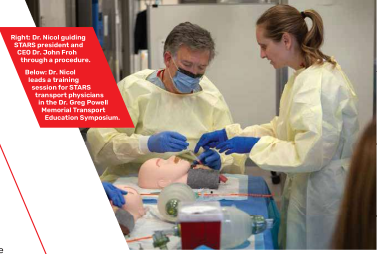
Her STARS role alone is a juggling act, as transport physicians are embedded in every mission either physically, virtually, or by phone. Her duties might involve being on board a flight, using virtual care to support rural physicians with hospital

transfers, or taking calls to ensure the right in-hospital specialist can take on a STARS patient.

While the early days were intimidating at times, Nicol and her female colleagues quickly recognized the value they could bring to STARS' patient-centred work.

"Women have a very high level of emotional intelligence," said Nicol. "We can be vulnerable and show emotional bravery and bring a real growth mindset to our work. Of course, our male colleagues do as well, but I think these skills are a real superpower that women have."

She added that the complexity of being a STARS physician means skills like organization, communication, and collaboration are integral. And for women, these skills are constantly honed in all aspects of life. In Nicol's case, she had to take these skills to the next level after her third maternity leave when she returned to STARS and her ER



Right: Dr. Nicol guiding STARS resident and CEO Dr. Choi from through a procedure. Below: Dr. Nicol leads a training session for STARS transport physicians in the Dr. Powell Memorial Transport Education Program.

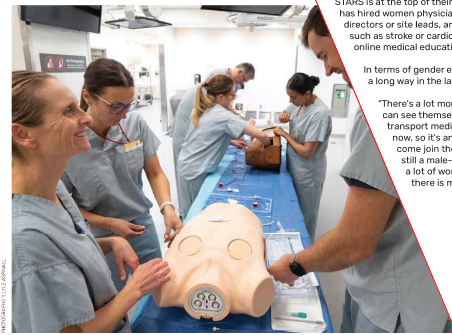
job with two toddlers and a baby at home, while also grappling with the pandemic.

"My role at STARS is where I've felt the bravest and most empowered and bold," she said. "We've been very conscious at STARS trying to recruit the best people to work with us, and we've been successful in recruiting a number of women. That's helped a lot in terms of how our group is perceived, how open we are, and how inclusive we are."

Nicol added that every female physician employed by STARS is at the top of their professional game. STARS has hired women physicians who also work as program directors or site leads, are trained experts in fields such as stroke or cardiology, and contribute to free online medical education.

In terms of gender equity, the industry has come a long way in the last few years.

"There's a lot more inclusion now, and women can see themselves [working in emergency transport medicine]. Women are represented now, so it's an invitation for other women to come join the field," said Nicol. "Yet, it's still a male-dominated world. We've done a lot of work to get where we are, but there is more work to be done."



PHOTOGRAPHY: GUY LAWRENCE

HORIZONS \ SPRING 2026 \ 07

TOOLS AND TECH



Aircraft maintenance engineer Ryan Gillis explains how he and some engineering colleagues make use of a 3D printer.

Innovative Work Aids

STARS engineers create custom work aids, combining passion with cost-efficiency.

By Alicia L'Archevêque

Helicopter maintenance demands specialized skills and equipment. At STARS, aircraft maintenance engineers use their ingenuity to design and build custom work aids that streamline tasks, enhance safety, and significantly reduce costs for the organization.

STARS engineers are innovators, and now, with the growth of 3D printing and digital design, their creativity is growing a cache of clever work aids like custom tailboom stands, cowling stands (also known as engine access stands), bottle stabilizers, and more.

"We used to carve [work aids] out of wood or by filing down a chunk of aluminum," said Ryan Gillis, an aircraft maintenance engineer at STARS who has designed and 3D-printed a variety of items now in daily use across the organization.

The process of adjusting and perfecting work aids is also accelerated throughout the entire STARS engineering team. Once a first model is rendered, improvements are just a couple of clicks away.

"We can shave hours off the job by being more accurate in how we approach things," said Gillis.

Supporting a helicopter tailboom separated from the fuselage previously required rigging it into straps hanging from rented cranes. Now the massive piece rests safely in custom-built mobile steel supports that were designed digitally and fabricated in a STARS engineer's garage. It has eliminated the need for costly rentals.

Another example of how work aids save STARS money is a unit designed

by Gillis that helps with the accurate disassembly and assembly of control rods inside the helicopter's mechanical build. Buying a similar aid from a manufacturer would cost USD \$49,000 and require a six-month lead time. Gillis built his version for pennies, and it has since been rolled out across the organization.

Approved work aids serve to assist accuracy, improve efficiency, and reduce risk. They're not industry requirements and are only implemented when an aircraft is grounded.

STARS doesn't own a 3D printer. Most custom work aids are built by engineers printing them at home. One STARS engineer even welds from his home shop, creating metal work aids for his team.

Gillis said creating work aids while off-duty is a STARS engineer's way of supporting the charity.

"This is our way of giving back," says Gillis.

PHOTOGRAPHY: GUY LAWRENCE

## A Mission Born From Loss

Last year, Cindy Letourneau reached a massive fundraising goal to commemorate her son, Chris, and show her gratitude for STARS.

By Olivia Piché

Cindy Letourneau drives a red vehicle. She's tried to switch colours, but she just can't — it represents her unwavering support for STARS and the Very Important Patient (VIP) program. But Cindy's story is a little bit different from other STARS VIP stories as she wasn't the patient — it was her son, Chris.

In September 2013, Cindy received a call that Chris was in a motorcycle accident on his way to work. STARS cared for Chris during an eight-minute flight from Sherwood Park to Edmonton's University of Alberta Hospital, but sadly, he passed away in the emergency room from cardiac arrest.

"Because STARS was there, my son did not pass away on the asphalt or on the way to the hospital, but in the care



Chris Letourneau



of staff," said Cindy. "For a mother, the only thing you want is to have your children taken care of, and they took care of him."

### DECADES OF IMPACT

At Chris's funeral, Cindy asked family and friends to consider donating to STARS in lieu of flowers. This marked the beginning of more than a decade of remarkable fundraising. Cindy's original goal was \$22,000 since Chris was 22 years old at the time of the accident. She, along with Chris's friends and girlfriend, established an annual memorial golf tournament, CLB8, to raise the funds. Cindy hit her goal quickly, but she was nowhere near done with her fundraising efforts.

So, in 2014, she set a new goal: raise \$250,000 to have a logo commemorating Chris put on the side of a STARS helicopter. Last summer marked the golf tournament's 12th year, getting the funds up to

\$181,000. In 2025, STARS nominated Cindy for the National Philanthropy Day Community Catalyst Award, and she won. Two angel donors saw her nomination video and anonymously donated \$35,000 each, pushing her past her goal.

"She was blown away. She expected it would take another six to eight years to reach the \$250K," said Vanessa Mickel, lead, external events, Alberta. "She raises this money because she's grateful to STARS, but we are incredibly grateful to her for being such a STARS advocate."

### REMEMBERING HER SON

Cindy's unwavering support and Chris's memory will be recognized on STARS' aircraft. The CLB8 logo will be unveiled in Edmonton on July 6 this year, which would have been Chris's 35th birthday. An additional celebration will be held in Calgary to bring more of Chris and Cindy's community together.

Looking forward, Cindy plans to continue fundraising to help others who need STARS and share her gratitude for the way they were there for Chris.

COMMUNITY SUPPORT

HORIZONS \ SPRING 2026 \ 09

PARTNERSHIP



## Expanding Critical Care in Northern Manitoba's Remote First Nations

A partnership between STARS and Keewatinohk Inniniw Minoayawin (KIM) Inc. is helping close long-standing gaps to access health care.

By Kristy Archibald

Access to emergency care can look very different in northern Manitoba, where distance and geography often stand between critically ill or injured patients and the treatment they need. Beginning Nov. 1, 2025, a new partnership between STARS and Keewatinohk Inniniw Minoayawin (KIM) Inc. is helping close the gap to health-care access and improve patient outcomes.

Through a six-month pilot initiative, frontline health-care teams in Tataseweyak Cree Nation (Split Lake) and Manto Sipi Cree Nation (God's River) have around-the-clock virtual access to a STARS physician. This enhanced support is working to strengthen local clinical capacity by providing real-time consultation on patient treatment, stabilization, diagnosis, and management. When necessary, STARS physicians also assist with referrals and

work alongside Manitoba's Virtual Emergency Care and Transport Resource Service (VECTRS) to coordinate patient transport.

As of March 2026, almost 90 separate patients had been impacted by this new partnership.

"This partnership will support timely and equitable access to critical care services for patients when they are needed most," said Cindy Seid, chief clinical officer at STARS.

Dr. John Froh, president and CEO of STARS, added: "We are proud to partner with KIM to provide the services of our physician team where they can be of assistance and ultimately help improve patient outcomes in northern Manitoba."

The initiative is equally significant for KIM, a First Nations-led health

organization dedicated to transforming health-care services for 23 northern Manitoba First Nations. By integrating STARS' critical care expertise into its primary care services, KIM aims to improve access, patient experience, and health outcomes in communities that have long faced systemic barriers to emergency care.

"This partnership is helping address long-standing gaps in access to emergency care for First Nations in northern Manitoba," said Michelle Monkman, interim CEO of KIM. "Since launching in November, we are seeing the strengthened ability of local care teams to respond in critical situations. This is a clear example of First Nations-led health transformation in action."

First Nations leaders see this partnership as a meaningful step forward. Chief Michael Yellowback of Manto Sipi Cree Nation describes the partnership as having a "profound impact on the community and represents a transformative innovation in how health care is delivered."

This partnership brings specialized critical care expertise directly into remote communities, ensuring patients receive timely support when every minute matters.

10 \ SPRING 2026 \ HORIZONS

HORIZONS \ KIM PARTNER

## Municipal Hail Insurance

Life is unpredictable, but because of our 15-year partnership with Municipal Hail, rural communities across the Prairies have access to best-in-class critical care from STARS when the unthinkable happens. Municipal Hail is more than insurance. They are part of a lifeline for farmers, fields, and communities through their coverage and their support of STARS. STARS is deeply grateful for Municipal Hail's commitment to rural communities across Western Canada in livelihood and life – thank you!



**MUNICIPAL HAIL INSURANCE**

*Storms are unpredictable... We aren't.*



## NEVER MISS A MISSION



**JOIN STARS FOR LIFE AS A MONTHLY DONOR AND MAKE EVERY MONTH MATTER.**



Become a monthly donor today at [stars.ca/monthly](https://stars.ca/monthly) or scan the QR code.



When Cindi's life was hanging in the balance, allies like you helped STARS reach her in time (see story on page 3).

But Cindi is only one patient – and with over 100 emergency calls coming in each day, steady support is vital.

Join STARS FOR LIFE today, so your support is there for every STARS mission, all year long. As a monthly donor, your steady support allows STARS to always be there for the next patient who needs us.



**\$10/month**  
provides an airway-management tool.



**\$25/month**  
provides a Blood on Board cooler system.



**\$50/month**  
provides mission-critical equipment like an electronic flight bag.

HORIZONS \ SPRING 2026 \ 11

From left to right: Tim and Cindi Long walk with neighbours Katie and Caleb Klassen on the Long ranch near Oyen, Alta. Read their story on page 3.



Your donation makes a difference. It allows us to be there for the next patient in need. Please donate today.

PHOTOGRAPH \ LYLE ASPINALL

# HORIZONS

PRESENTED BY



**STARS Horizons \ Spring 2026**

Return undeliverable items to:  
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Calgary, Alberta T2E 8M7






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[Learn more at stars.ca](https://stars.ca)



## Agenda Item Report

### Regular Council Meeting

|  |   |   |   |   |
|--|---|---|---|---|
| <b>AIR Type:</b>   | Request for Decision  |   |   |   |
| <b>SUBJECT:</b>  | Condor Trail  |   |   |   |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026   |   |   |   |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Agriculture & Community Services<br>Sydney Graham, Community Services Supervisor<br>Bettina van Nieuwkerk, Director of Agriculture and<br>Community Services, Rick Emmons, CAO  |   |   |   |
| <b>BUDGET CONSIDERATIONS:</b>  | <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input checked="" type="checkbox"/> Reallocation   |   |   |   |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw<br>or Policy  |   |   |   |
| <b>Council Values</b>  |   |   |   |   |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry. | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
| <b>ATTACHMENTS:</b>  |   |   |   |   |
| None   |   |   |   |   |

#### STAFF RECOMMENDATION:

That Council reallocates \$3000 from Municipal Recreation and School Reserve to the Community Services budget for the Condor Trail.

#### BACKGROUND:

During the May 25, 2026 Strategic Planning Committee of the Whole meeting the following motion was made:

*" RES-308-2026 Motion by Deputy Reeve Drew McKay that the Committee direct administration to proceed with the work to make the first half mile of the trail in Condor ready for users, excluding lighting, and include the second half mile in budget 2027. "*

This project requires a budget adjustment and as per [Bylaw 26/073 Strategic Planning Committee Bylaw](#) budgetary items must be approved by a resolution of Council.

As a reminder, below are the estimated costs:

Tree removal - In House  
Picnic Tables - \$459.98  
Signage - \$190  
Grade Improvements - \$2035  
Total - \$2684.98

Trail Name - Staff are working with the Charlotte Small staff to create a naming contest.

Maintenance - Volunteers can maintain the trail however, they can not be paid to maintain the trail. If we pay volunteers, they are required to have their own insurance, WCB and a contract with the County.



## Agenda Item Report

### Regular Council Meeting

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| <b>AIR Type:</b>   | Request for Decision   |  |  |  |  |  |
| <b>SUBJECT:</b>  | Operational Review of Ambulance Type and Coverage - Hamlet of Caroline and Area.   |  |  |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026  |  |  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Emergency Services<br>Kristofer Heemeryck, Acting Director/Fire Chief<br>Rick Emmons, Chief Administrative Officer   |  |  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy   |  |  |  |  |  |
| <p><b>Council Values</b></p> <table border="0"> <tr> <td style="text-align: center;"> <br/> <b>Economic Prosperity</b><br/>           Grow our population and economy by attracting people, investment, businesses, and industry.         </td> <td style="text-align: center;"> <br/> <b>Cooperative Alliances</b><br/>           Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.         </td> <td style="text-align: center;"> <br/> <b>Environmental Stewardship</b><br/>           Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.         </td> <td style="text-align: center;"> <br/> <b>Community Social Growth</b><br/>           Ensure the health and well-being of our communities and its residents.         </td> <td style="text-align: center;"> <br/> <b>Financial Responsibility</b><br/>           Reduce the fiscal burden of future Councils, as well as the community, for generations to come.         </td> </tr> </table> |  | <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.  | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents.   | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.       |  |  |
| <p><b>ATTACHMENTS:</b></p> <p><a href="#">2026 05 27 ALTA Paramedic Health Reeve Clearwater County EHS Response Final EHS Activity for Caroline (2026-5-15)</a></p>  |  |  |  |  |  |  |

#### STAFF RECOMMENDATION:

That Council receives the correspondence from Emergency Health Services - Alberta, Alberta Paramedic Health, Mr. Les Fisher as information.

#### BACKGROUND:

Clearwater County Council heard from the delegation (Christine Ophus) April 28, 2026, where she expressed concern over Emergency Medical Coverage in Caroline and Area after an experience she had involving her 20 month-old granddaughter. The delegation asked Council to support this request

and take action advocating for improved emergency medical services coverage for Caroline and surrounding area, due to concerns about response times and coverage gaps.

Research conducted by administration pertaining to how Clearwater County Council could act on behalf of this request identified the following:

1. Engage the Local MLA.
2. Contact Emergency Health Services - Alberta, stating the concern and asking for a formal EMS service review.
3. Engage the Minister of Primary and Preventative Health Services.

On May 12, 2026 Council motioned to support the delegation's request. As a result letters were sent on behalf of Council to the following recipients:

1. Local MLA - Honourable Jason Nixon.
2. Minister of Primary and Preventative Health Services - Honourable Adriana LaGrange.
3. Managing Director & Chief Executive Officer, Emergency Health Services - Alberta - Mr. Les Fisher.

On May 27, 2026 Reeve Northcott received correspondence back from Mr. Les Fisher, Managing Director & Chief, Emergency Health Services - Alberta, regarding the Request for Operational Review of Ambulance Type and Coverage - Hamlet of Caroline and Area. The letter is attached for reference.

A summary of the response states that "***At this time, the available operational data does not identify a sustained performance gap that would support immediate changes to the current level of ambulance deployment in Caroline.***" The correspondence goes on to state Alberta Paramedic Health (APH) will continue to monitor service demand, response performance and resource utilization as part of ongoing system planning and review processes, as well as offers options to meet to discuss further if desired.

Emergency Health Services - Alberta, Alberta Paramedic Health (APH) also provided a document (attached) with data supporting their position and targets for Caroline and Area. This document states that call volumes in the Caroline area have remained stable over the past several years and response performance continues to remain within established rural performance targets.



**Les Fisher**  
Managing Director & Chief  
M: 587-284 3394  
[Les.Fisher@emergencyhealthservices.ca](mailto:Les.Fisher@emergencyhealthservices.ca)

May 27, 2026

Mr. Jordan Northcott  
Reeve, Clearwater County  
Via email: [jnorthcott@clearwatercounty.ca](mailto:jnorthcott@clearwatercounty.ca)

**Re: Response to Request for Operational Review of Ambulance Type and Coverage – Hamlet of Caroline and Area**

Dear Mr. Northcott,

Thank you for forwarding Clearwater County's request regarding ambulance coverage in the Hamlet of Caroline and surrounding area.

ALTA Paramedic Health (APH) has completed a review of operational activity, response performance, and ambulance utilization data for the Caroline area. We appreciate Clearwater County bringing forward their concerns and value the opportunity to review the information collaboratively.

As part of this response, APH is also providing supporting operational data summaries related to ambulance activity, response intervals, utilization, and deployment patterns for the Caroline service area.

Our review indicates that EHS call volumes in the Caroline area have remained relatively stable over the past several years. Response performance for high-acuity emergency events continues to remain within established rural performance targets. For the 2025/26 fiscal year, the median (50th percentile) response interval for life-threatening events in the municipality was 9 minutes and 14 seconds, while the 90th percentile response interval was 27 minutes and 53 seconds. Both measures remain within the provincial rural response targets of 20 minutes and 40 minutes respectively.

The review also demonstrated that the majority of emergency events occurring within the municipality are responded to by the ambulance stationed in Caroline. During the most recent quarter reviewed, approximately 64% of 911 responses in the municipality were handled by the Caroline-based unit. When the local unit is already committed to another event, neighbouring resources from surrounding communities such as Rocky Mountain House, Sundre, Innisfail, and others respond in accordance with the provincial EHS deployment model to ensure continued coverage and patient care.

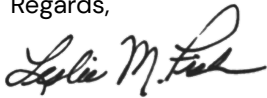


Operational utilization data for the Caroline ambulance indicates the unit remained available approximately 75.5% of the time during the most recent quarter reviewed and staffing fulfillment remained high at 98.8% of funded hours. Turnout performance (the interval between dispatch notification and the ambulance departing the station) has also remained stable and improved over time.

With respect to the request for enhanced coverage, including the addition of a second ambulance or upgrading the existing unit to ALS capability, APH continually reviews deployment models, community demand, operational performance, workforce availability, and system pressures across the province to determine where service enhancements may be appropriate. At this time, the available operational data does not identify a sustained performance gap that would support immediate changes to the current level of ambulance deployment in Caroline. However, APH will continue to monitor service demand, response performance, and resource utilization in the area as part of ongoing system planning and operational review processes.

We appreciate Clearwater County's continued partnership and willingness to collaborate on EHS service planning within the region. APH remains available to meet with County representatives to review the information and discuss EHS operations further if desired.

Regards,



**Les Fisher**  
**Managing Director and Chief**  
**ALTA Paramedic Health**

cc: Clearwater County Council  
Rick Emmons, CAO Clearwater County



## EHS Activity in the Municipality

### Operational Events

Events and response intervals for events that take place in the municipality.

|                     |          |                       |       |
|---------------------|----------|-----------------------|-------|
| <b>Municipality</b> | Caroline | <b>Geography Type</b> | Rural |
|---------------------|----------|-----------------------|-------|

| Fiscal Quarter | Event Category |       |       |
|----------------|----------------|-------|-------|
|                | 911            | Other | Total |
| 2023/24 Q1     | 24             |       | 24    |
| 2023/24 Q2     | 25             | 1     | 26    |
| 2023/24 Q3     | 32             | 1     | 33    |
| 2023/24 Q4     | 25             |       | 25    |
| 2024/25 Q1     | 21             | 1     | 22    |
| 2024/25 Q2     | 18             | 3     | 21    |
| 2024/25 Q3     | 16             | 1     | 17    |
| 2024/25 Q4     | 20             | 1     | 21    |
| 2025/26 Q1     | 16             |       | 16    |
| 2025/26 Q2     | 22             | 1     | 23    |
| 2025/26 Q3     | 20             | 2     | 22    |
| 2025/26 Q4     | 23             |       | 23    |

| Fiscal Quarter       | Response Interval for Delta & Echo Emergency Events |                 |             |
|----------------------|---|-----------------|-------------|
|                      | 50th Percentile                                     | 90th Percentile | Event Count |
| 2023/24              | 00:10:13  | 00:28:36        | 38          |
| 2024/25              | 00:09:08  | 00:29:41        | 29          |
| 2025/26              | 00:09:14  | 00:27:53        | 31          |
| <b>Rural Target:</b> | <b>00:20:00</b>                                     | <b>00:40:00</b> |             |

## EHS Activity in the Municipality - 911 Events

### Operational Events

Station location for units that respond in the municipality. Units are not necessarily at their home station at the time of the response.

|                           |          |
|---------------------------|----------|
| Municipality              | Caroline |
| Event Stream              | 911      |
| Unit Operational Response | Y        |

| Station Community               | Fiscal Quarter |       |            |       |            |       |            |       |            |       |            |       |            |       |            |       |
|---------------------------------|----------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|
|                                 | 2024/25 Q1     |       | 2024/25 Q2 |       | 2024/25 Q3 |       | 2024/25 Q4 |       | 2025/26 Q1 |       | 2025/26 Q2 |       | 2025/26 Q3 |       | 2025/26 Q4 |       |
|                                 | Events         | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     |
| Caroline                        | 12             | 52.2% | 14         | 70.0% | 15         | 93.8% | 14         | 58.3% | 13         | 65.0% | 16         | 66.7% | 14         | 56.0% | 18         | 64.3% |
| Rocky Mountain House            | 6              | 26.1% | 4          | 20.0% | 1          | 6.3%  | 3          | 12.5% | 2          | 10.0% | 2          | 8.3%  | 7          | 28.0% | 4          | 14.3% |
| Sundre                          | 4              | 17.4% |            |       |            |       | 2          | 8.3%  | 1          | 5.0%  | 3          | 12.5% |            |       | 4          | 14.3% |
| Innisfail                       | 1              | 4.3%  |            |       |            |       | 4          | 16.7% | 1          | 5.0%  | 1          | 4.2%  | 2          | 8.0%  | 1          | 3.6%  |
| Olds                            |                |       | 1          | 5.0%  |            |       | 1          | 4.2%  | 1          | 5.0%  |            |       |            |       | 1          | 3.6%  |
| Eckville                        |                |       | 1          | 5.0%  |            |       |            |       |            |       | 1          | 4.2%  | 1          | 4.0%  |            |       |
| Sylvan Lake                     |                |       |            |       |            |       |            |       |            |       | 1          | 4.2%  | 1          | 4.0%  |            |       |
| Didsbury                        |                |       |            |       |            |       |            |       | 1          | 5.0%  |            |       |            |       |            |       |
| Sunchild Cree First Nation #202 |                |       |            |       |            |       |            |       | 1          | 5.0%  |            |       |            |       |            |       |

## EHS Activity by the Units Stationed in the Community - 911 Events

### Operational Events

Event counts and event locations responded to by units stationed in the community.

|                                |                             |              |     |
|--------------------------------|-----------------------------|--------------|-----|
| Unit Service                   | Caroline District Ambulance | Event Stream | 911 |
| Unit Station Community         | Caroline                    |              |     |
| Unit Operational Response Flag | Y                           |              |     |

| Event Location                  | Fiscal Quarter |       |            |       |            |       |            |       |            |       |            |       |            |       |            |       |
|---------------------------------|----------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|
|                                 | 2024/25 Q1     |       | 2024/25 Q2 |       | 2024/25 Q3 |       | 2024/25 Q4 |       | 2025/26 Q1 |       | 2025/26 Q2 |       | 2025/26 Q3 |       | 2025/26 Q4 |       |
|                                 | Events         | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     |
| Clearwater County               | 41             | 44.1% | 53         | 34.9% | 57         | 45.2% | 56         | 35.9% | 59         | 44.4% | 67         | 43.5% | 49         | 36.8% | 48         | 37.8% |
| Rocky Mountain House            | 17             | 18.3% | 38         | 25.0% | 25         | 19.8% | 51         | 32.7% | 23         | 17.3% | 39         | 25.3% | 27         | 20.3% | 30         | 23.6% |
| Caroline                        | 12             | 12.9% | 14         | 9.2%  | 15         | 11.9% | 14         | 9.0%  | 13         | 9.8%  | 16         | 10.4% | 14         | 10.5% | 18         | 14.2% |
| Sundre                          | 4              | 4.3%  | 5          | 3.3%  | 6          | 4.8%  | 12         | 7.7%  | 7          | 5.3%  | 8          | 5.2%  | 19         | 14.3% | 9          | 7.1%  |
| O'chiese First Nation #203      | 5              | 5.4%  | 20         | 13.2% | 6          | 4.8%  | 8          | 5.1%  | 9          | 6.8%  | 7          | 4.5%  | 4          | 3.0%  | 4          | 3.1%  |
| Red Deer County                 | 6              | 6.5%  | 9          | 5.9%  | 3          | 2.4%  | 3          | 1.9%  | 6          | 4.5%  | 2          | 1.3%  | 9          | 6.8%  | 7          | 5.5%  |
| Mountain View County            | 4              | 4.3%  | 6          | 3.9%  | 6          | 4.8%  | 4          | 2.6%  | 9          | 6.8%  | 6          | 3.9%  | 5          | 3.8%  | 3          | 2.4%  |
| Sunchild Cree First Nation #202 | 1              | 1.1%  | 6          | 3.9%  | 7          | 5.6%  | 5          | 3.2%  | 4          | 3.0%  | 2          | 1.3%  | 1          | 0.8%  | 3          | 2.4%  |
| Innisfail                       | 1              | 1.1%  |            |       |            |       | 1          | 0.6%  | 3          | 2.3%  | 4          | 2.6%  |            |       | 1          | 0.8%  |
| Red Deer                        | 1              | 1.1%  |            |       | 1          | 0.8%  |            |       |            |       | 2          | 1.3%  | 2          | 1.5%  | 2          | 1.6%  |
| Burnstick Lake                  | 1              | 1.1%  | 1          | 0.7%  |            |       | 1          | 0.6%  |            |       |            |       | 1          | 0.8%  | 1          | 0.8%  |
| Spruce View                     |                |       |            |       |            |       | 1          | 0.6%  |            |       | 1          | 0.6%  | 2          | 1.5%  | 1          | 0.8%  |

## EHS Activity by the Units Stationed in the Community - 911 Events

### Operational Events

Event counts and event locations responded to by units stationed in the community.

|                                |                             |              |     |
|--------------------------------|-----------------------------|--------------|-----|
| Unit Service                   | Caroline District Ambulance | Event Stream | IFT |
| Unit Station Community         | Caroline                    |              |     |
| Unit Operational Response Flag | Y                           |              |     |

| Event Location       | Fiscal Quarter |       |            |       |            |       |            |       |            |       |            |       |            |       |            |       |
|----------------------|----------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|------------|-------|
|                      | 2024/25 Q1     |       | 2024/25 Q2 |       | 2024/25 Q3 |       | 2024/25 Q4 |       | 2025/26 Q1 |       | 2025/26 Q2 |       | 2025/26 Q3 |       | 2025/26 Q4 |       |
|                      | Events         | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     | Events     | %     |
| Rocky Mountain House | 4              | 40.0% | 14         | 58.3% | 9          | 60.0% | 11         | 52.4% | 15         | 78.9% | 11         | 45.8% | 3          | 20.0% | 9          | 60.0% |
| Sundre               | 5              | 50.0% | 7          | 29.2% | 2          | 13.3% | 4          | 19.0% | 1          | 5.3%  | 4          | 16.7% | 4          | 26.7% | 1          | 6.7%  |
| Red Deer             |                |       | 3          | 12.5% | 2          | 13.3% | 4          | 19.0% | 2          | 10.5% | 7          | 29.2% | 4          | 26.7% | 2          | 13.3% |
| Innisfail            | 1              | 10.0% |            |       | 2          | 13.3% |            |       |            |       |            |       | 2          | 13.3% | 1          | 6.7%  |
| Olds                 |                |       |            |       |            |       | 1          | 4.8%  |            |       | 1          | 4.2%  | 1          | 6.7%  | 1          | 6.7%  |
| Springbrook          |                |       |            |       |            |       | 1          | 4.8%  |            |       |            |       | 1          | 6.7%  |            |       |
| Castor               |                |       |            |       |            |       |            |       |            |       | 1          | 4.2%  |            |       |            |       |
| Clearwater County    |                |       |            |       |            |       |            |       | 1          | 5.3%  |            |       |            |       |            |       |
| Ponoka               |                |       |            |       |            |       |            |       |            |       |            |       |            |       | 1          | 6.7%  |

## Unit Utilization for Units Stationed in Caroline

|                      |                             |
|----------------------|-----------------------------|
| <b>Unit Service</b>  | Caroline District Ambulance |
| <b>Unit Station:</b> | Caroline                    |

| Fiscal Year | Available (%) | On Event (%) | Moving (%) | Out of Service (%) | Total Actual Unit Hours | Total Funded Hours | Unit Hours Fulfillment (%) |
|-------------|---------------|--------------|------------|--------------------|-------------------------|--------------------|----------------------------|
| 2023/24 Q1  | 71.2%         | 17.7%        | 4.2%       | 7.0%               | 2,174                   | 2,184              | 99.5%                      |
| 2023/24 Q2  | 76.8%         | 13.6%        | 4.7%       | 4.8%               | 1,983                   | 2,208              | 89.8%                      |
| 2023/24 Q3  | 78.5%         | 12.0%        | 4.4%       | 5.1%               | 2,045                   | 2,209              | 92.6%                      |
| 2023/24 Q4  | 85.2%         | 9.0%         | 4.5%       | 1.3%               | 1,981                   | 2,183              | 90.7%                      |
| 2024/25 Q1  | 84.0%         | 9.6%         | 2.7%       | 3.7%               | 1,920                   | 2,184              | 87.9%                      |
| 2024/25 Q2  | 75.5%         | 13.3%        | 5.1%       | 6.2%               | 2,206                   | 2,208              | 99.9%                      |
| 2024/25 Q3  | 79.4%         | 10.9%        | 5.9%       | 3.8%               | 2,192                   | 2,208              | 99.3%                      |
| 2024/25 Q4  | 73.2%         | 14.3%        | 5.4%       | 7.1%               | 2,152                   | 2,159              | 99.7%                      |
| 2025/26 Q1  | 72.6%         | 11.5%        | 4.3%       | 11.6%              | 2,182                   | 2,184              | 99.9%                      |
| 2025/26 Q2  | 70.9%         | 13.3%        | 6.2%       | 9.6%               | 2,085                   | 2,208              | 94.4%                      |
| 2025/26 Q3  | 77.9%         | 11.7%        | 4.9%       | 5.5%               | 2,045                   | 2,209              | 92.6%                      |
| 2025/26 Q4  | 75.5%         | 12.0%        | 5.0%       | 7.4%               | 2,132                   | 2,159              | 98.8%                      |

## Unit Turn Out Interval for Units Stationed in Caroline

|                      |                             |                     |     |
|----------------------|-----------------------------|---------------------|-----|
| <b>Unit Service</b>  | Caroline District Ambulance | <b>Event Stream</b> | 911 |
| <b>Unit Station:</b> | Caroline                    |                     |     |

| Dispatch Fiscal Quarter | Unit Turn Out Interval - P90 (hh:mm:ss) |
|-------------------------|---|
| 2023/24 Q1              | 00:09:19                                |
| 2023/24 Q2              | 00:09:17                                |
| 2023/24 Q3              | 00:10:43                                |
| 2023/24 Q4              | 00:10:08                                |
| 2024/25 Q1              | 00:09:42                                |
| 2024/25 Q2              | 00:08:38                                |
| 2024/25 Q3              | 00:08:53                                |
| 2024/25 Q4              | 00:08:26                                |
| 2025/26 Q1              | 00:07:39                                |
| 2025/26 Q2              | 00:07:03                                |
| 2025/26 Q3              | 00:08:10                                |
| 2025/26 Q4              | 00:08:47                                |

| Unit ID  |
|----------|
| CARO-3B1 |
| CARO-4B1 |

**Appendix 1 - Report Contacts and Report Filter Information**

|                                |   |
|--------------------------------|---|
| <b>Report Name:</b>            | EHS Activity for Caroline (2026-5-15)                               |
| <b>Business Contact:</b>       |   |
| <b>Technical Contact:</b>      | Sean Hickey, Program Manager, System Performance & Innovation - EHS |
| <b>Applied Report Filters:</b> | None  |
| <b>Applied Prompt Filters:</b> |   |

| Dispatch Fiscal Quarter | From Start of Month: | To End of Month: |
|-------------------------|----------------------|------------------|
| 2023/24 Q1              | 2023/Apr             | 2023/Jun         |
| 2023/24 Q2              | 2023/Jul             | 2023/Sep         |
| 2023/24 Q3              | 2023/Oct             | 2023/Dec         |
| 2023/24 Q4              | 2024/Jan             | 2024/Mar         |
| 2024/25 Q1              | 2024/Apr             | 2024/Jun         |
| 2024/25 Q2              | 2024/Jul             | 2024/Sep         |
| 2024/25 Q3              | 2024/Oct             | 2024/Dec         |
| 2024/25 Q4              | 2025/Jan             | 2025/Mar         |
| 2025/26 Q1              | 2025/Apr             | 2025/Jun         |
| 2025/26 Q2              | 2025/Jul             | 2025/Sep         |
| 2025/26 Q3              | 2025/Oct             | 2025/Dec         |
| 2025/26 Q4              | 2026/Jan             | 2026/Mar         |



## Agenda Item Report

### Regular Council Meeting

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| <b>AIR Type:</b>   | Request for Decision   |  |  |  |  |  |
| <b>SUBJECT:</b>  | What We Heard Report - Development Node Area Structure Plans (ASP)   |  |  |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026  |  |  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | Planning & Development<br>Kim Gilham, Acting Director, Planning & Development<br>Tracy Haight, Legislative Services Coordinator and Rick Emmons, CAO   |  |  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation   |  |  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (MGA) <input type="checkbox"/> County Bylaw or Policy   |  |  |  |  |  |
| <p><b>Council Values</b></p> <table border="0"> <tr> <td style="text-align: center;"> <br/> <b>Economic Prosperity</b><br/>           Grow our population and economy by attracting people, investment, businesses, and industry.         </td> <td style="text-align: center;"> <br/> <b>Cooperative Alliances</b><br/>           Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.         </td> <td style="text-align: center;"> <br/> <b>Environmental Stewardship</b><br/>           Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.         </td> <td style="text-align: center;"> <br/> <b>Community Social Growth</b><br/>           Ensure the health and well-being of our communities and its residents.         </td> <td style="text-align: center;"> <br/> <b>Financial Responsibility</b><br/>           Reduce the fiscal burden of future Councils, as well as the community, for generations to come.         </td> </tr> </table> |  | <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents. | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come. |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.  | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. | <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents.   | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.       |  |  |
| <p><b>ATTACHMENTS:</b></p> <p><a href="#">Dev Nodes ASP - WWHR - April 2026</a></p>  |  |  |  |  |  |  |

#### STAFF RECOMMENDATION:

Further direction from Council on how to proceed with the Area Structure Plans for Saunders-Alexo and Whitegoat Lakes.

#### BACKGROUND:

At the February 10th Regular Council Meeting Planning administration brought forward First Reading of Bylaw 25/068 to repeal Bylaw 25/045 for the Saunders-Alexo Development Node Area Structure Plan and Bylaw 25/046 for the Whitegoat Lakes Development Node Area Structure Plan.

The following motion was made and carried:

RES-74-2026 Motion by Councillor Breanne Powell that Council table first reading of Bylaw 25/068 to repeal Bylaws 25/045 and 25/046 for the purpose of repealing the Saunders - Alexo and Whitegoat Lakes Development Nodes bylaws pending completion of public engagement.

Further, the following motion was made and carried:

RES-75-2026 Motion by Reeve Jordon Northcott that Council direct Administration to bring back a public engagement proposal regarding the Area Structure Plans for Saunders-Alexo and Whitegoat Lakes Development Nodes for Council's consideration.

A public participation plan was brought forward to Council during the March 10th Regular Council Meeting. The following motion was made and carried:

RES-154-2026 Motion by Deputy Reeve Drew McKay that Council approve the Public Participation Plan for the Development Node Area Structure Plans (ASPs) as presented.

With the public participation plan approved by Council, Administration scheduled and hosted multiple public engagement sessions throughout the County to get feedback on the existing Development Node Area Structure Plans (ASP's) for Saunders-Alexo and Whitegoat Lakes. Afternoon and evening sessions were hosted in Caroline, Condor, Rocky and Nordegg. An online session was hosted one evening as well. In addition to the in person sessions, a survey was developed and posted online for anyone to provide their feedback. Participants at the sessions were also invited to complete the survey.

Communications assisted in putting that data together from the surveys in to charts that have been included in the What We Heard Report (WWHR) attached to this Council agenda item. It is important to note that all surveys were input into the online system, including the paper feedback, to combine all the received data into one location. Appendix's to the WWHR are also included, being the scanned surveys and the analyzed overview of the survey submissions with written comments and feedback. You can find the scanned surveys [here](#). And the compiled and recorded survey feedback [here](#).

Planning staff also included feedback received at the in person events into the overall summary based on what was heard at the in person engagement sessions and notes taken.

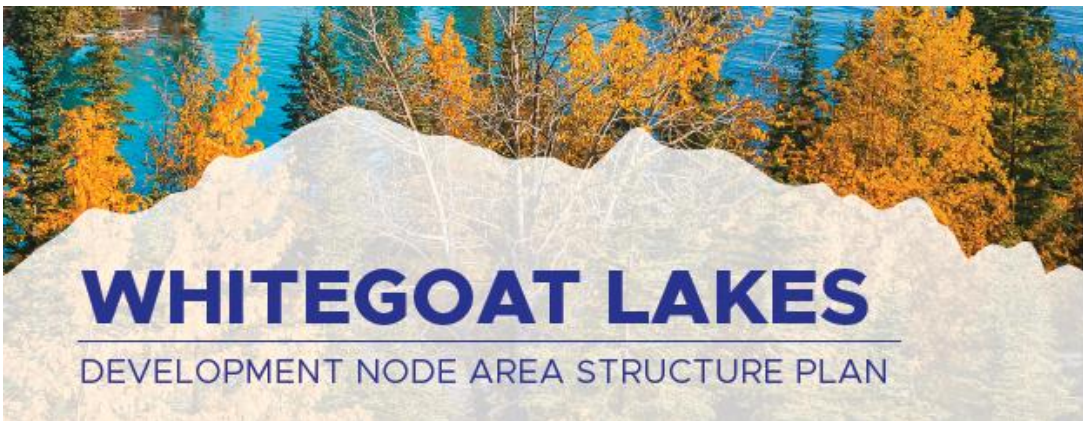
With the summary of the feedback now completed, administration is requesting further direction on how to proceed with the existing approved Area Structure Plan documents. The current documents provide direction to the community and the Province on where in the nodes development may be favourable, while keeping areas open for natural space, environmental conservation and for trails. They also provide guidance on the types of developments desired within the nodes, so interested entrepreneurs know what is desired in the area.

Going forward Council can either:

1. Proceed with first reading of Bylaw 25/068 to repeal Bylaws 25/045 and 25/046 for the purpose of repealing the Saunders - Alexo and Whitegoat Lakes Development Nodes; or
2. Defeat first reading of Bylaw 25/068 to repeal Bylaws 25/045 and 25/046 for the purpose of repealing the Saunders - Alexo and Whitegoat Lakes Development Nodes, and provide further direction on how to proceed with the plans.

Administration will bring back an Agenda Item for First Reading to a future Council meeting to give members of Council time to review the What We Heard Report and contemplate on how they would

like to proceed with the plans. At that future meeting, should Council choose to defeat the repealing Bylaw and request amendments to the existing plans, administration will request that meetings be scheduled with Council to discuss changes to amend/replace the existing bylaws.



## **Development Nodes Area Structure Plan (ASP)**

Round 2 – Public Engagement  
What We Heard Report  
April 2026



## TABLE OF CONTENTS

|   |    |
|---|----|
| 01. INTRODUCTION.....                               | 3  |
| 02. WHAT WE HEARD .....                             | 4  |
| 03. COMMUNITY SURVEY .....                          | 6  |
| 05. OPPORTUNITIES + CONSTRAINTS.....                | 21 |
| 06. CONCLUSION .....                                | 22 |
| APPENDIX I - Returned Community Surveys .....       | 23 |
| APPENDIX II – Recorded Feedback.....                | 24 |
| APPENDIX III – Public Engagement Advertisement..... | 25 |

DRAFT

## 01. INTRODUCTION

This report summarizes the public input received during the engagement process for the Saunders-Alexo and Whitegoat Lakes Development Nodes Area Structure Plans (ASPs), as guided by the Public Participation Plan approved by Clearwater County Council on March 11, 2026.

The ASPs were originally adopted by Council in 2025 at the direction of the Government of Alberta to support balanced tourism and recreation opportunities while conserving the area's natural landscapes. Council is now reviewing the plans to determine whether to repeal them, make changes, or retain them as adopted, ensuring they continue to reflect community values and priorities.

Engagement activities included in-person information sessions in Caroline, Condor, Rocky Mountain House, and Nordegg, a virtual information session, and an online/paper survey. The survey, which forms the basis of this detailed analysis, received approximately 731 responses. This report captures the key themes, quantitative results, and verbatim comments from participants to inform Council's decision-making process.

DRAFT

## 02. WHAT WE HEARD

In person participants at the public engagement sessions were highly engaged and many were deeply concerned about the long-term implications of proposed development on Crown Lands. While opinions varied, the dominant sentiment was cautious to opposed to development, driven primarily by concerns about scale, environmental impacts, affordability and loss of area character.

Residents indicated that they may not be opposed to development outright, but want it to be slow, modest and tightly managed with clear limits and strong local oversight.

Public feedback from the surveys revealed a strong consensus on the importance of protecting the natural character of the Saunders-Alexo and Whitegoat Lakes areas, with many participants describing them as "hidden gems," "pristine," and essential for quiet enjoyment, wildlife habitat, and local recreation.

Key themes emerging from both quantitative data, open-ended comments and feedback received during the sessions include:

- **Preservation of Natural Landscapes and Quiet Enjoyment:** A dominant sentiment was the desire to keep the areas undeveloped or minimally developed. Participants repeatedly emphasized concerns about losing the "peace and quiet," wilderness feel, and pristine scenery, often citing examples from Banff, Canmore, or Jasper as warnings against over-commercialization.
- **Concerns About Over-Development and Tourism Impacts:** Many expressed fears of increased traffic, congestion, garbage, disrespectful visitors, and pressure on wildlife and water resources. The risk of the area becoming "another Canmore" or a large-scale resort destination was frequently mentioned. Top concerns included over-development (53.9%), impact on wildlife and environment (49%), loss of natural quiet and scenery (47.6%), and traffic/congestion (49.8%). There were requests for clear, enforceable environmental standards, not discretionary policies.
- **Preference for Small-Scale, Low-Impact Development:** There was broad support for limited, compatible activities such as day-use areas/trails (67.3%), limited-scale camping/overnight accommodations (61.3%), and basic amenities. Campgrounds were the most preferred accommodation type (58%), followed by cabins (49.8%). Large resorts (13.5%) and multi-floor structures received very low support. Many advocated for concentrating services in existing communities like Nordegg or Rocky Mountain House rather than the nodes. Significant concerns about the number of proposed facility cells (up to 31) and potential overnight accommodation capacity (up to ~5,000 guests).
- **Support for Balanced Planning and Enforcement:** Some participants viewed the existing ASPs positively as a thoughtful framework that concentrates development into nodes (protecting 99% of the broader area) and provides the County with oversight. Calls for stronger enforcement of rules (e.g., garbage, random camping, OHV use), and education ("pack it in, pack it out"). Questions about whether local/Indigenous involvement has been adequate and the need for respectful and informed engagement. A portion of respondents felt the

plans were already well-researched and should be retained or only minimally amended.


- **Infrastructure, Economic, and Equity Issues:** Participants highlighted existing gaps in roads, services, broadband, emergency response, and hospital capacities. Concerns about water, wastewater and solid waste management. Questions regarding who is responsible for upfront infrastructure costs and long-term maintenance and operations. There were mixed views on economic benefits—some supported local jobs and diversification, while others worried benefits would not reach residents or would favour foreign investors. Short-term construction jobs versus long-term jobs and community benefits. Could the increase in tourism drive up housing costs, reduce access for Albertans seeking low-cost recreation and if it will eliminate or restrict random camping. Some possible benefits that were noted were additional washrooms, managed camping and staging areas and Economic diversification if carefully controlled. Calls for slower, managed growth and additional public consultation were frequent.
- **Governance, Transparency, and Trust:** Confusion about the County's authority versus the Provinces role. What will happen if the documents are repealed. Respondents want a clear explanation of decision making-authority. Requesting assurances that there will be meaningful public input at later development stages.
- **Polarized Views on the ASPs Themselves:** Opinions ranged from "strongly support keeping them as is" to "strongly support changes or repeal," reflecting the bimodal distribution in tourism development support levels.

These themes were consistent across hundreds of verbatim responses, with word clouds highlighting frequent terms such as "natural," "development," "people," "tourism," and "protect."

### 03. COMMUNITY SURVEY

In total, 731 completed surveys were received, of which 45 were paper copies.


SURVEY



Council is revisiting the Area Structure Plans (ASPs) for two development nodes along the David Thompson Highway.

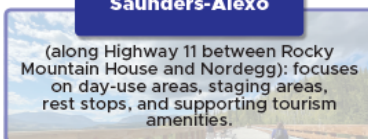
Whitegoat Lakes

focuses on enhancing recreation and tourism opportunities around the lakes.



Saunders-Alexo


(along Highway 11 between Rocky Mountain House and Nordegg): focuses on day-use areas, staging areas, rest stops, and supporting tourism amenities.




Your input will help Council decide whether to:

- Repeal the ASPs
- Change the ASPs
- Keep the ASPs as they are


These plans were developed at the direction of the province to support new tourism and recreation opportunities. They aim to encourage responsible development while preserving the natural beauty of the region.



**Please complete this paper survey by Friday, April 17, 2026, or complete online:** 

Your responses will help Council understand community views on balancing tourism/recreation growth with conservation. All feedback is anonymous unless you choose to provide contact information.

**Collection of Personal Information**  
*Clearwater County collects personal information under the authority of Section 4(c) of Alberta's Protection of Privacy Act for the purpose of planning, administering, evaluating, and delivering municipal programs and services. Personal information collected may be used in automated systems to assist in generating decisions, recommendations, or predictions that support municipal operations and service delivery. If you have any questions about this collection or use of personal information, please contact the Privacy Officer at 403-845-4444 or [privacyofficer@clearwatercounty.ca](mailto:privacyofficer@clearwatercounty.ca).*




**How familiar are you with the Saunders-Alexo and/or Whitegoat Lakes areas?** (Select all that apply)

- I live nearby or in Clearwater County
- I own property or a business in/near these areas
- I visit regularly for recreation/tourism
- I have heard about the Area Structure Plans
- Not very familiar

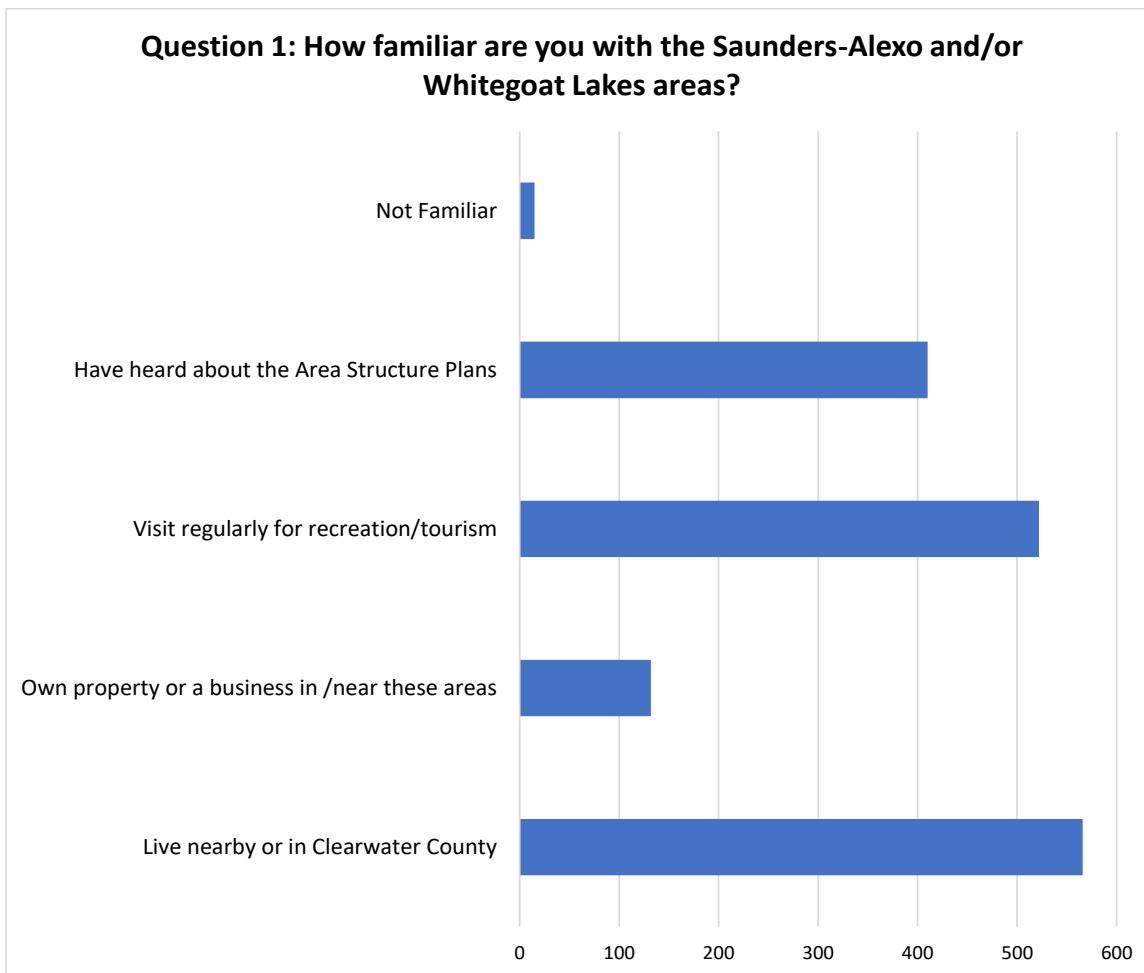
Saunders-Alexo & Whitegoat Lakes  
DEVELOPMENT NODES

Page 1



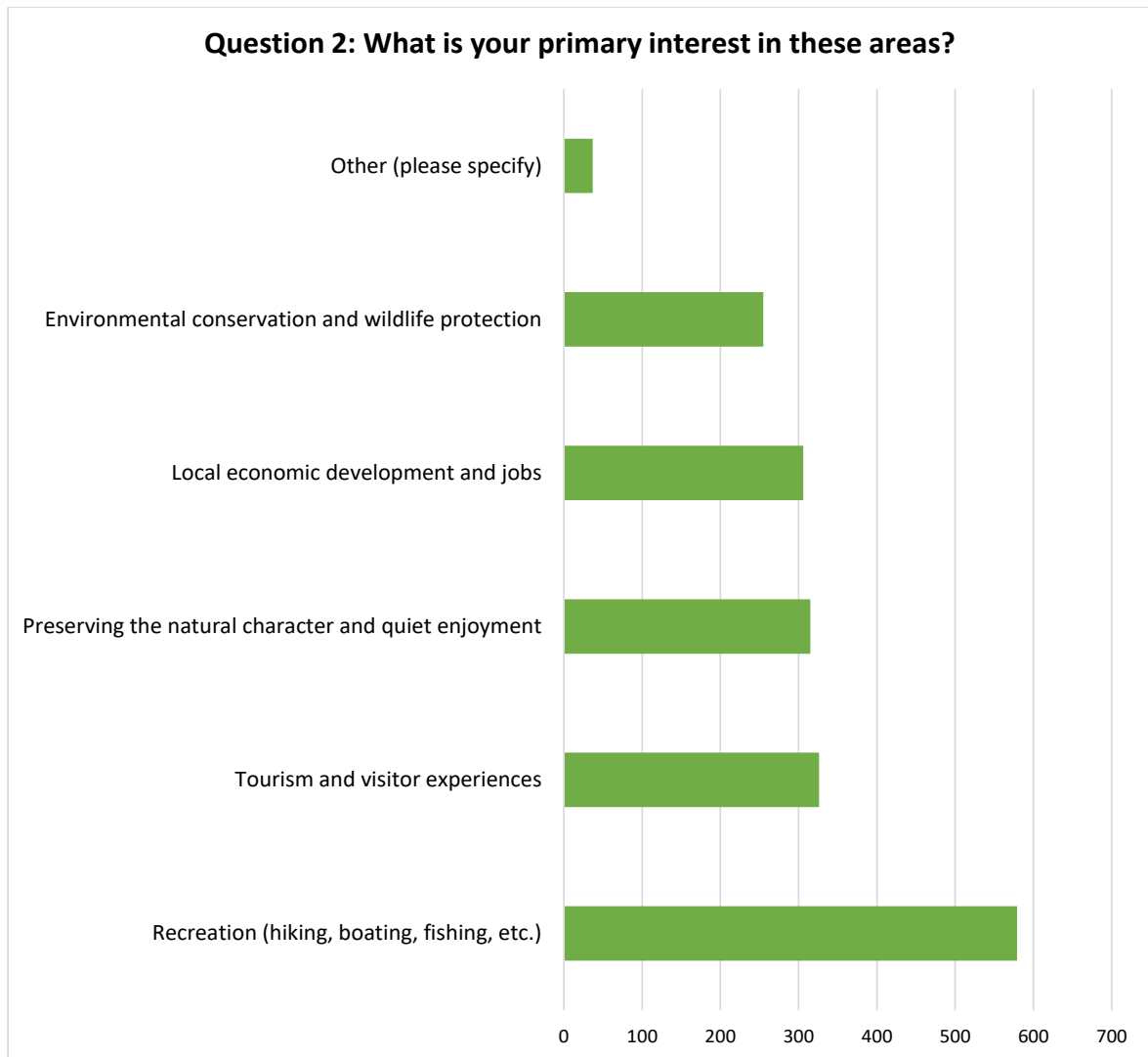
Pictured above page 1 of 4 of the paper survey

1. **Familiarity with the Saunders-Alexo and/or Whitegoat Lakes areas:**
  - a. Answered: 728; Skipped: 3
  - b. 77.4% live nearby or in Clearwater County;  
71.4% visit regularly for recreation/tourism;  
56.1% had heard of the ASPs.



**2. Primary interest:**

- a. Answered: 730; Skipped: 1
- b. Recreation (hiking, boating, fishing, etc.) was the top interest (79.2%), followed by preserving natural character/quiet enjoyment (43.1%), local economic development/jobs (41.9%), tourism/visitor experiences (44.6%), and environmental conservation/wildlife protection (34.9%).

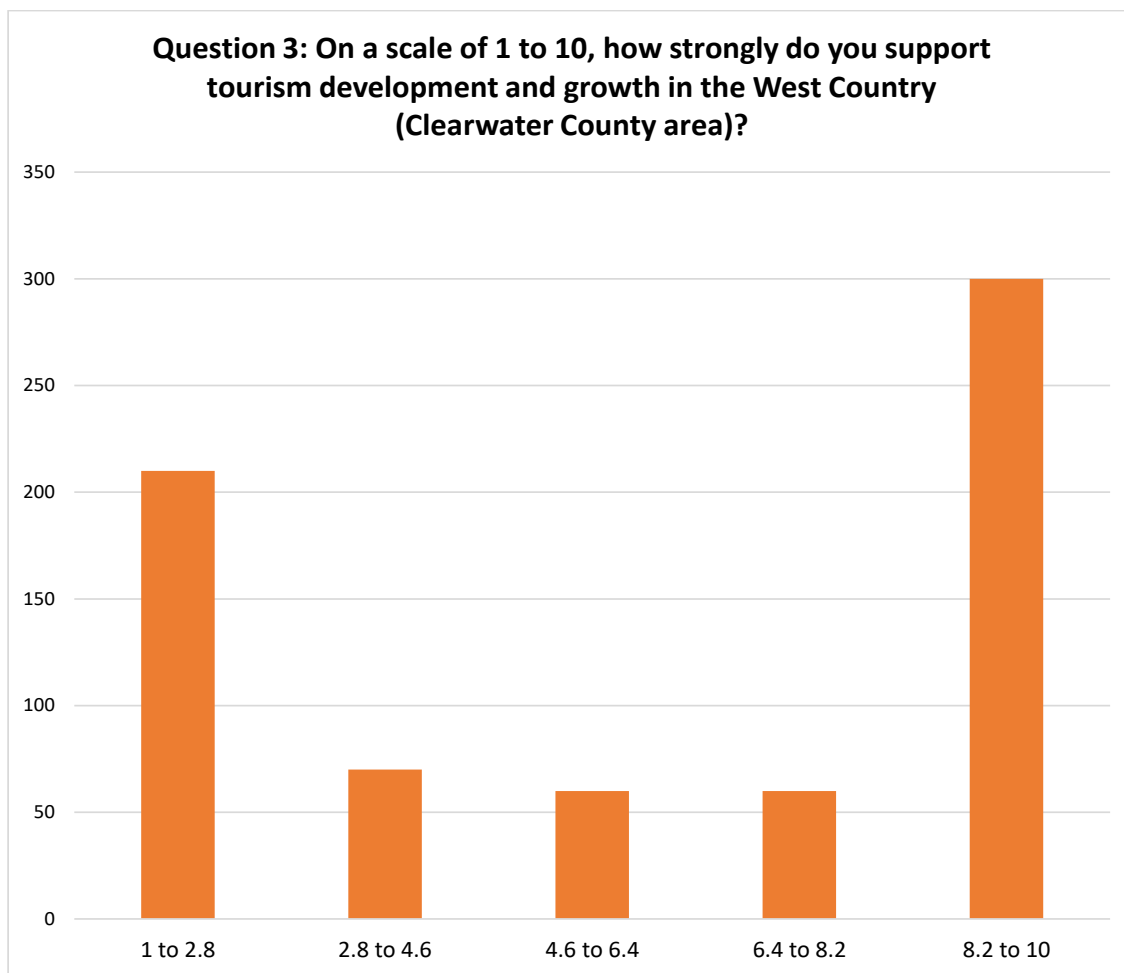


**3. Support for Tourism Development (scale of 1–10)**

(1 - strongly oppose; 5 - neutral; 10 - strongly support)

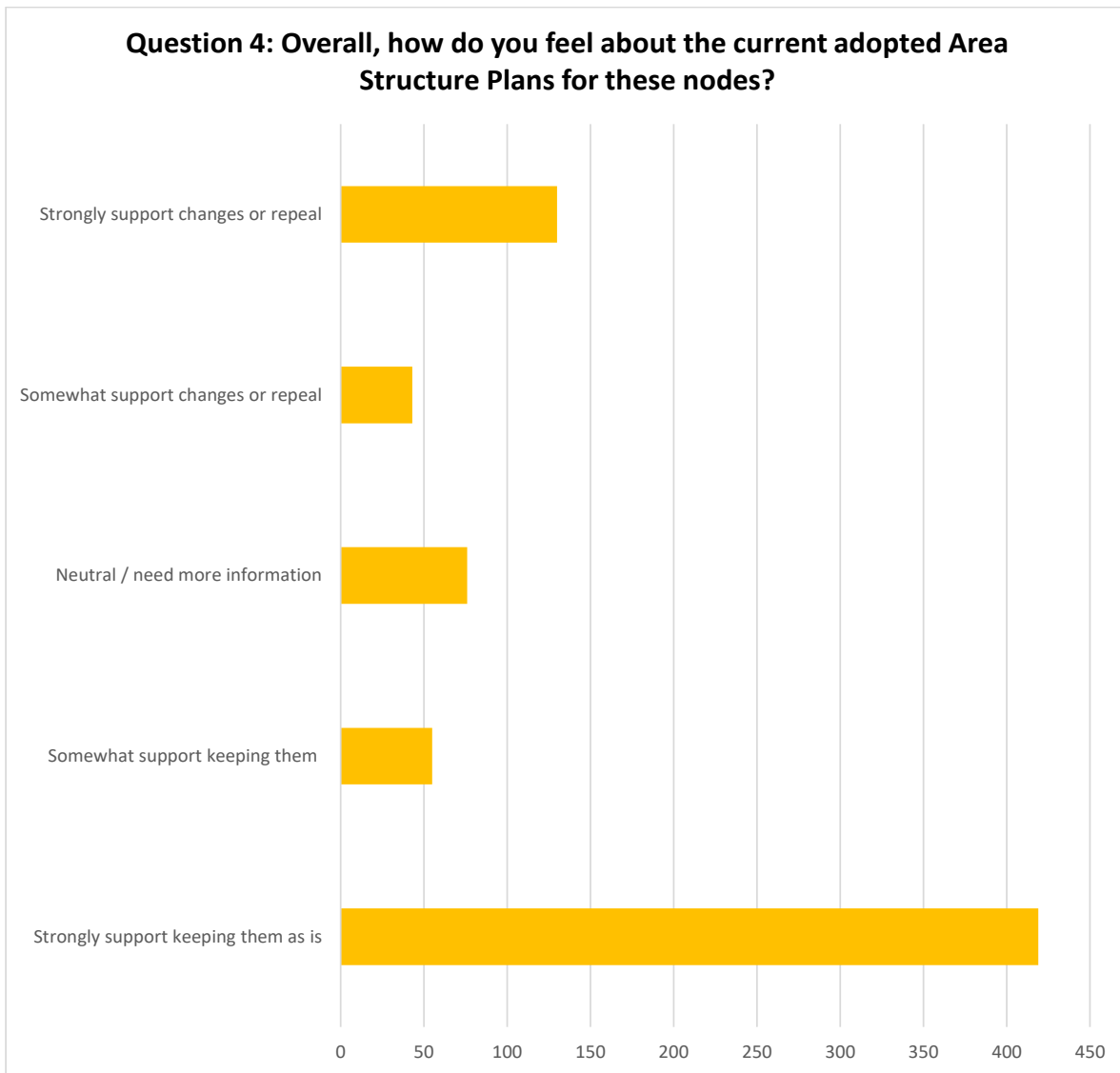
a. Answered: 720; Skipped: 11

b. Responses were polarized, with significant portions at the low end (1–2.8) and high end (8.2–10).



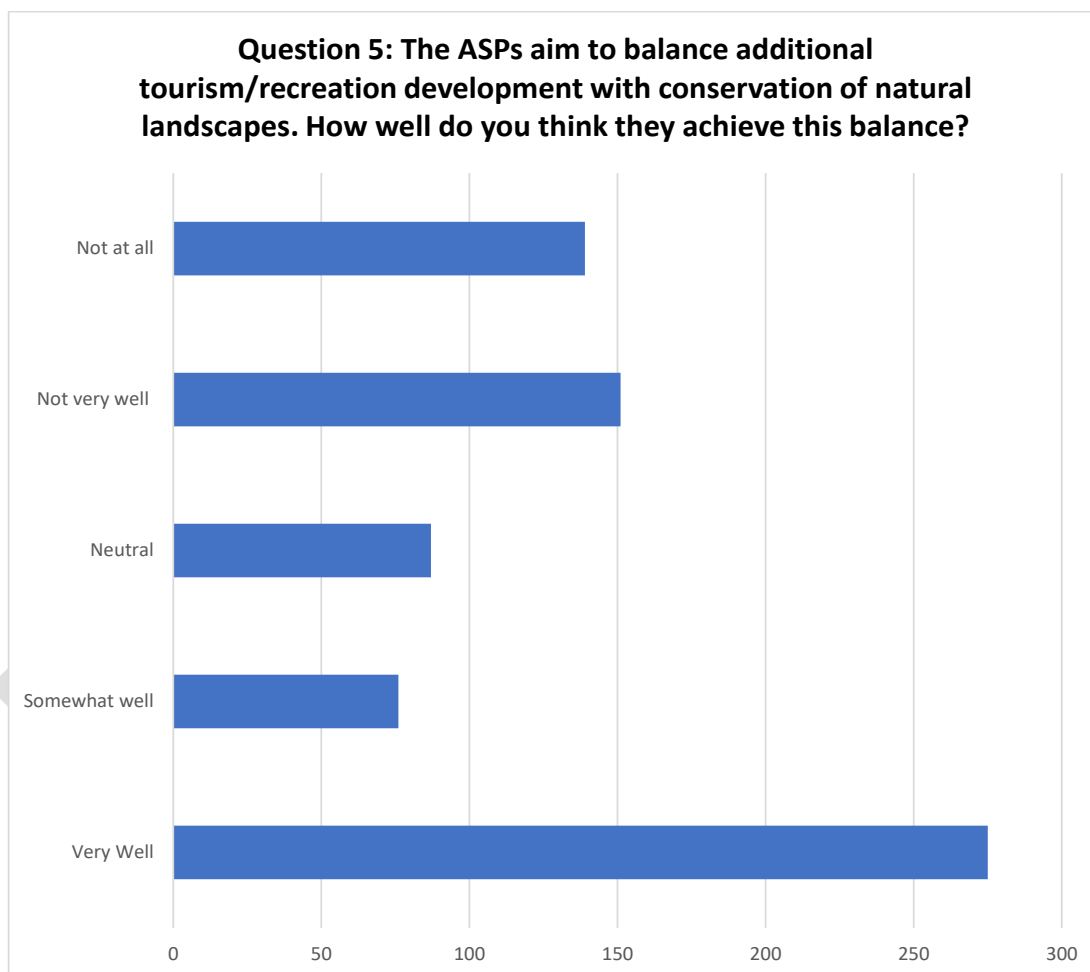
**4. Views on Current ASPs:**

- a. Answered: 723; Skipped: 8
- b. 37.6% said the plans balance tourism/recreation development with conservation "very well"; however, 39.7% rated it "not very well" or "not at all." Overall feelings were split, with the largest group strongly supporting keeping the ASPs as adopted, though a notable minority strongly supported changes or repeal.



**5. Views on effective balance of additional tourism with natural conservation:**

- a. Answered: 728; Skipped: 3
- b. 37% said “very well”  
10% said “somewhat well”  
12% said “neutral”  
21% said “not very well”  
19% said “not at all”



192 additional comments were shared regarding the above question:

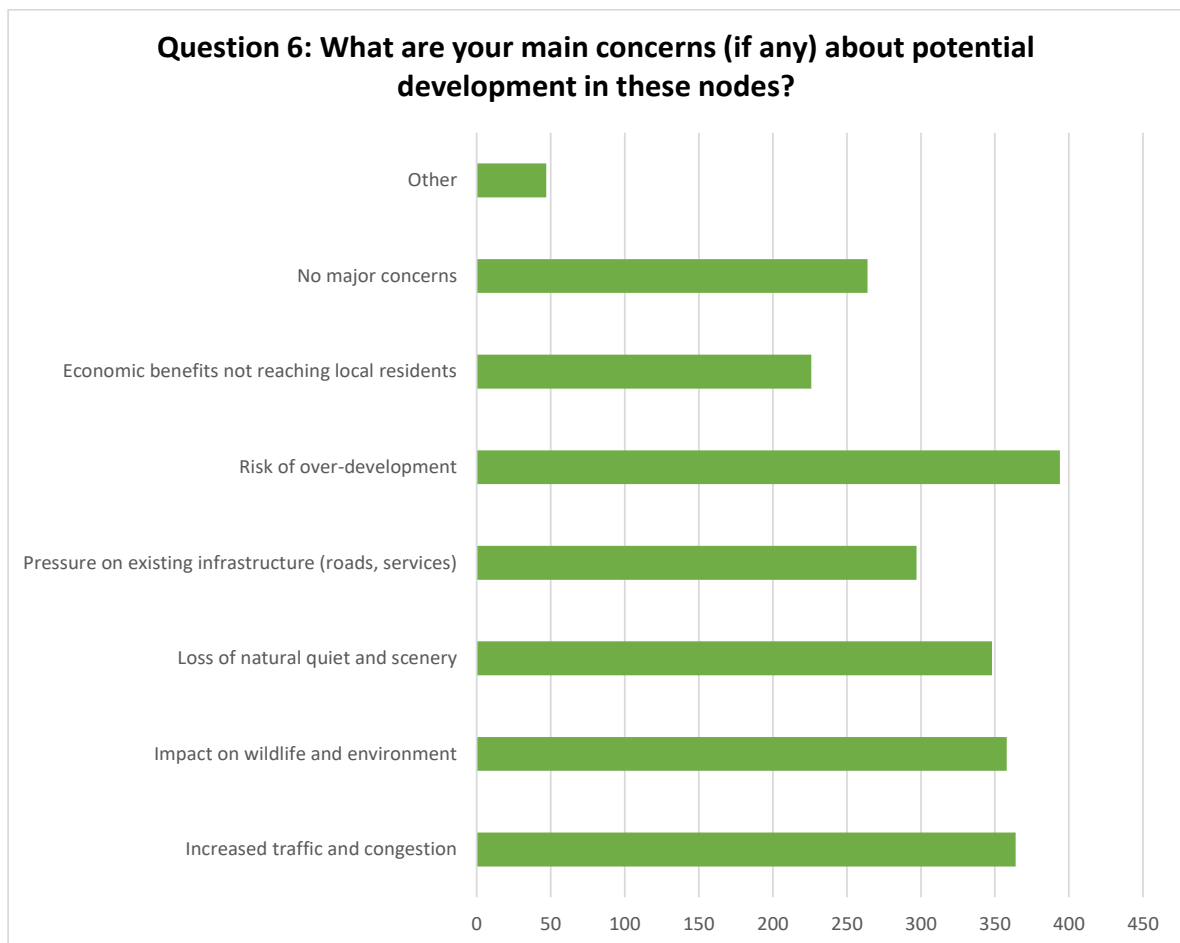
- **Preserve the area as-is / no additional development** – Repeated calls to “leave it alone,” keep it a “hidden gem” for locals, and avoid turning it into another Banff/Canmore/Jasper.
- **Loss of natural character, quiet, and wilderness** – Fear that more people, noise, and infrastructure will destroy the peace, scenery, and “soul” of the area.

- **Environmental & wildlife impacts** – Strong worry about damage to water quality (especially Lake Abraham), habitat loss, wildlife displacement, and ecosystem overload.
- **Trash, littering, and disrespectful visitors** – A common theme of frustration that tourists already leave garbage, create illegal fire pits, and damage the land, with little enforcement.
- **Insufficient infrastructure & services** – Traffic congestion, poor roads, lack of garbage/sewage capacity, overwhelmed emergency services (police, ambulance, hospital), and no plan to manage increased use.
- **Over-development & scale** – Opposition was expressed to large resorts, hotels, or “town-sized” nodes (especially Whitegoat/Cline River); many want only small-scale campgrounds or day-use facilities.
- **Locals/Albertans first** – Concern that development will price out or displace locals, favour foreign/elitist investors, and reduce public access to crown land.
- **Distrust in government/county management** – Lack of faith in oversight, fear of corruption, profit-driven decisions based on past poor performance (e.g., enforcement, orphan wells).
- **Need for better enforcement, education & management** – Increased need for more enforcement, fines, “pack-in/pack-out” rules, and limits on random camping/ATV use rather than new development.
- **Process & consultation issues** – Requests for more public engagement, clearer information, and genuine local input before any changes.

While a minority of comments supported managed, small-scale development (to handle existing pressures or create jobs), the majority of written comments in this section spike towards strong concern about further extreme tourism growth and a clear preference to retain the current ASPs without major expansion.

**6. Key Concerns:**

- a. Answered: 726; Skipped: 5
- b. Risk of over-development (53.9%), increased traffic/congestion (49.8%), wildlife/environmental impact (49%), loss of natural quiet/scenery (47.6%), and pressure on infrastructure (40.6%). Only 36.1% had "no major concerns."

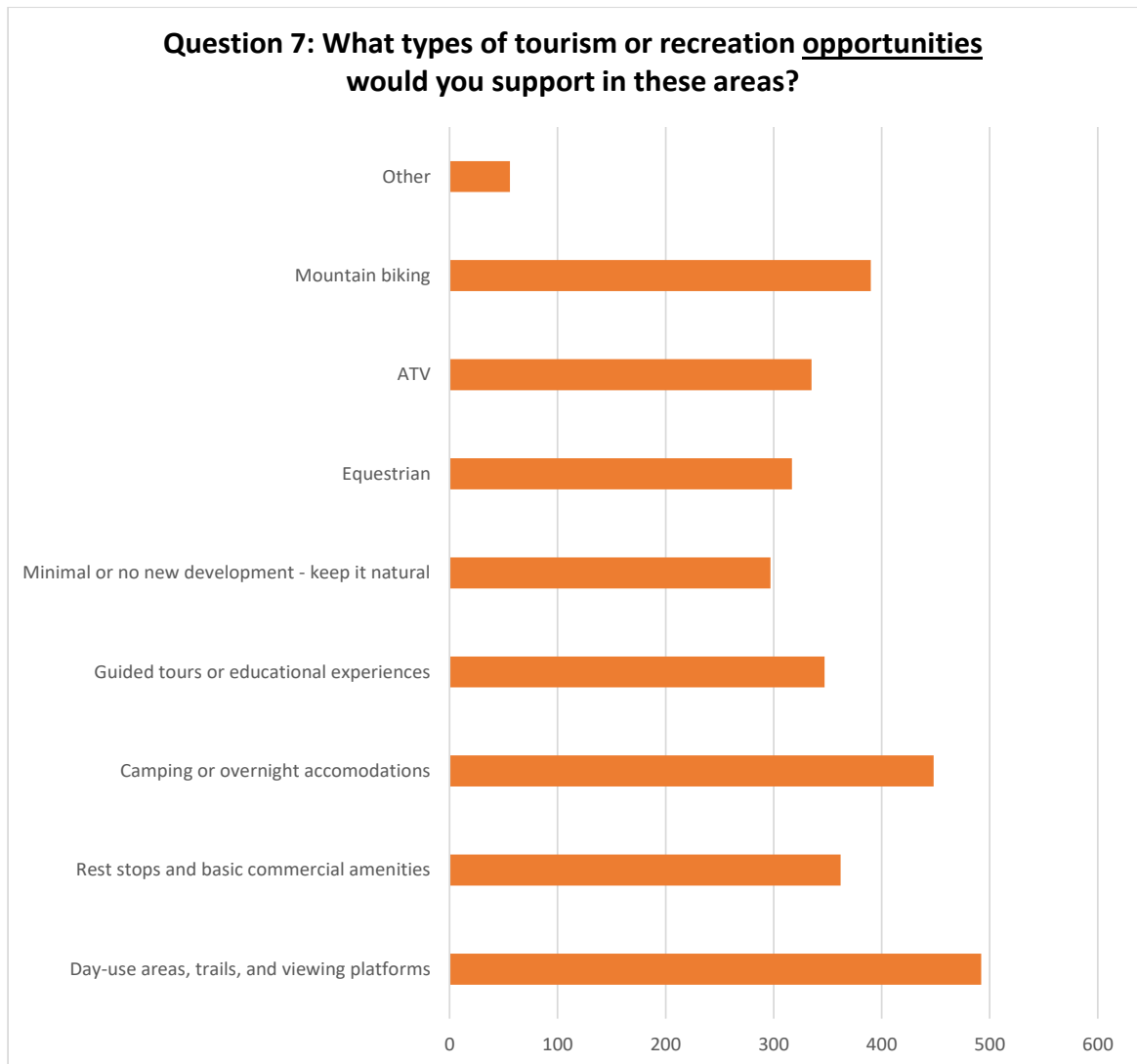


**Other comments include:**

- Loss of quality infrastructure
- Repealing ASPs is a concern
- Using this survey to support environmental extremists
- Lack of management

**7. Preferred Opportunities:**

- a. Answered: 727; Skipped: 4
- b. High support for day-use areas/trails/viewing platforms (67.3%), limited-scale camping/overnight accommodations (61.3%), guided tours/educational experiences (47.5%), and basic commercial amenities (49.5%). Lower support for minimal/no new development (40.6%).

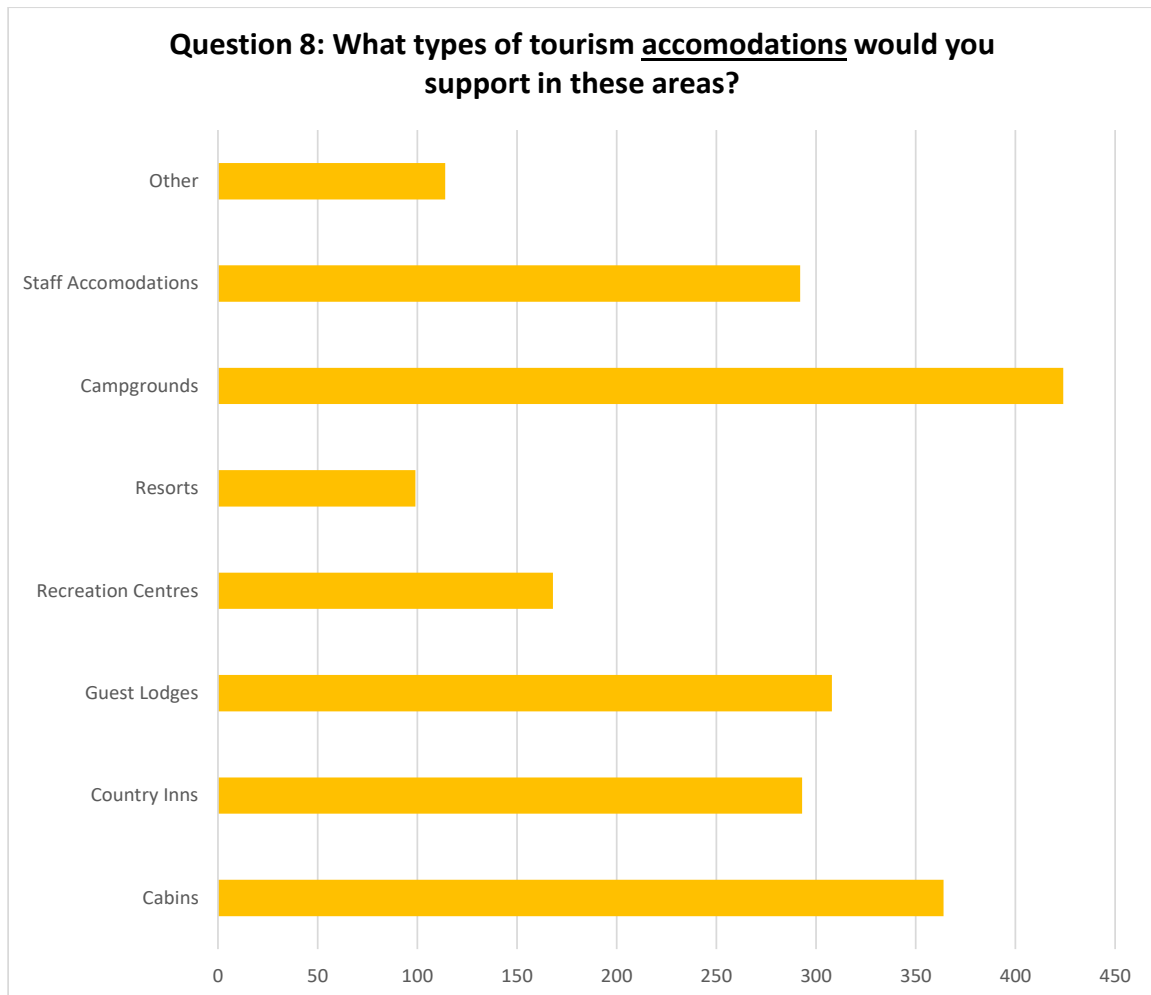


**Other comments included:**

- Specialized guided backcountry hiking/fishing tours
- Agritourism

**8. Preferred Accommodations:**

- a. Answered: 609; Skipped: 122
- b. Campgrounds (58%), cabins (49.8%), guest lodges (42.1%), and staff accommodations (40%) were favoured; resorts received only 13.5% support.

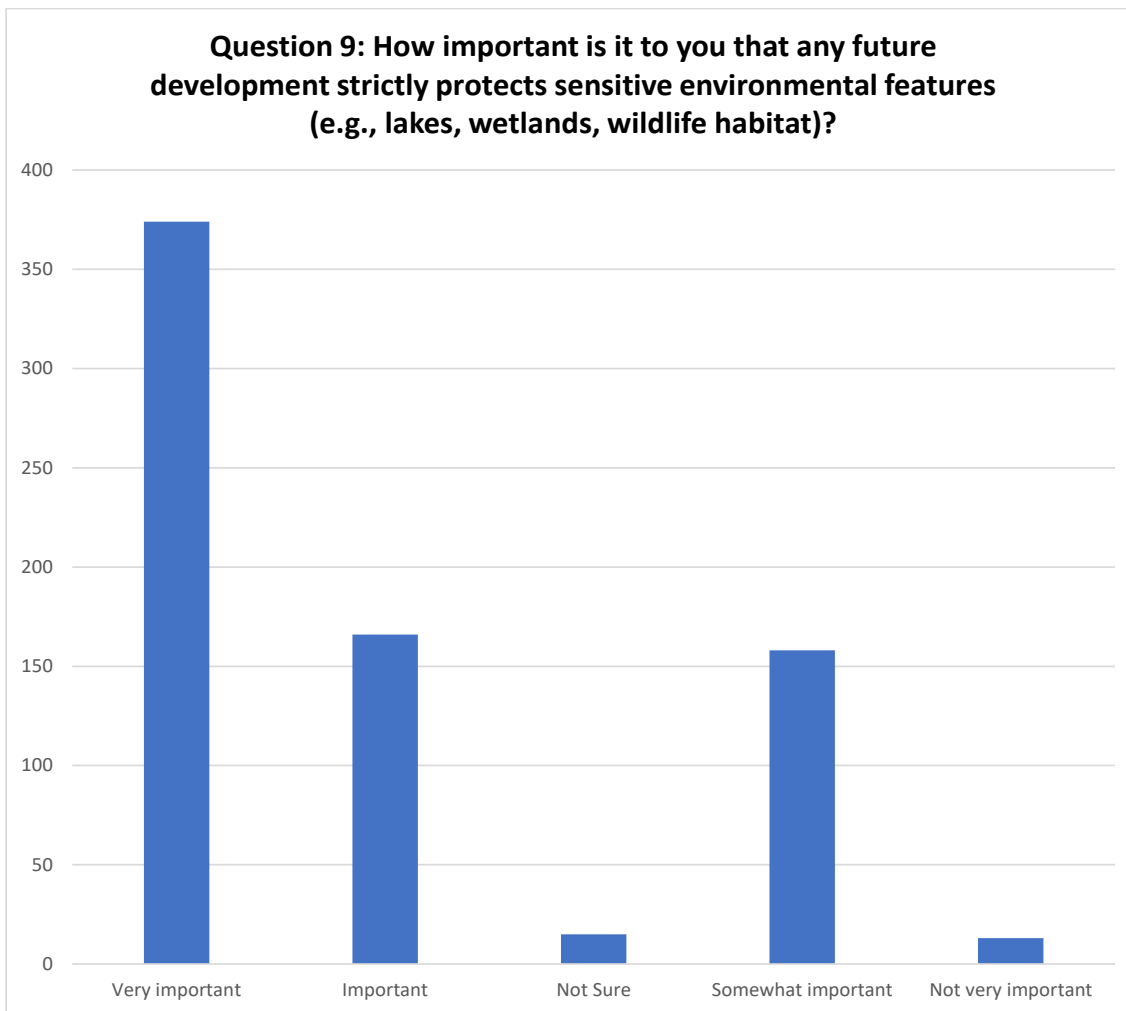


**Other comments included:**

- Gas station improvements
- Consider motels and hotels (small-scale)
- Keep it appropriate and cater to small businesses
- Large scale accommodation and associated recreational facilities

**9. Protection of Natural Values:**

- a. Answered: 726; Skipped: 5
- b. 51.2% said it is "very important" that future development strictly protects environmental values; 22.7% said "important."



## 10.Improvement Ideas:

- a. Answered: 609; Skipped: 111
- b. This open-ended question showed polarized perspectives as listed below:

- **Retain the current ASPs (or make only minor amendments):** Many stated the plans were the result of 30+ years of consultation, provide necessary structure and county control over development, allow orderly growth, and prevent uncontrolled provincial action or loss of local input. Repealing them now (shortly after adoption) was seen as wasteful and short-sighted.
- **Repeal the ASPs / Leave the area as-is:** Strong and frequent calls to cancel the plans entirely, keep the west country “natural,” “wild,” or a “hidden gem,” and avoid any further commercialization or tourism growth that could turn the area into “another Banff/Canmore/Jasper.”
- **Limit scale, density, and type of development:** Preference for small-scale, low-impact options only (e.g., campgrounds, day-use areas, trails, basic amenities). Opposition to large resorts, hotels, multi-floor buildings, or “town-sized” nodes (especially Whitegoat/Cline River). Many suggested reducing the number of development cells/nodes significantly.
- **Prioritize development in existing communities (Nordegg first):** Direct overnight accommodations, services, and infrastructure upgrades to Nordegg or Rocky Mountain House rather than creating new nodes in undeveloped crown land.
- **Infrastructure and services must come first:** Require full upgrades to roads, emergency services (fire, police, EMS, ambulance), garbage/sewage/waste management, water supply, and cell service before any new development. Current capacity is already strained.
- **Stronger enforcement, education, and management:** Calls for more patrols, fines for littering/damage/illegal fire pits, “pack-in/pack-out” rules, Leave No Trace education, and better maintenance of existing sites. Some supported limits or fees for random camping/ATV use in sensitive areas.
- **Protect environment, wildlife, and water quality:** Emphasize environmental studies, wildlife corridors/movement analysis, protection of sensitive areas (Abraham Lake, Whitegoat), headwaters, and non-motorized access. Concerns about cumulative impacts from existing pressures (logging, current visitation).
- **Local/Albertan benefits and control:** Prioritize local developers and businesses over foreign or large corporate investors. Ensure development serves residents first, creates local jobs, and maintains affordable public access rather than pricing out locals.
- **More public consultation and transparency:** Requests for additional open houses, clearer information on development processes, specific node-by-node review, and genuine local input before decisions.
- **Other specific suggestions:** Height/building limits; focus on non-motorized or low-impact recreation (hiking, mountain biking, equestrian); relocate or remove certain nodes/cells; support for staff housing and basic amenities; maintain or enhance existing trails/campgrounds instead of new builds.

Comments reflect a wide range of views. A notable portion supported managed, responsible tourism for economic diversification and jobs, while another large portion strongly opposed any expansion. Many respondents emphasized listening to locals and balancing conservation with realistic growth pressures.

#### 11. Additional comments:

- a. Answered: 175; Skipped: 556
  - b. This final open-ended question provided another opportunity for respondents to share any other additional comment (not already previously mentioned)
- **Retain the ASPs for county voice and control:** Many emphasized that the plans give Clearwater County input into provincial crown land decisions, prevent uncontrolled provincial development, and provide structure to manage existing and future tourism pressures. Repealing them was viewed as short-sighted and likely to result in loss of local influence.
  - **Strong preference to keep the area natural / repeal or limit development:** Frequent calls to “leave it alone,” preserve the wilderness, quiet, and “hidden gem” character, and avoid turning the west country into “another Banff/Canmore/Jasper.” Concerns about losing the pristine, accessible backcountry experience for locals and Albertans.
  - **Support for small-scale, responsible, or managed development only:** Endorsement of limited, low-impact options (e.g., campgrounds, day-use areas, trails, basic amenities) focused on existing communities like Nordegg first. Opposition to large resorts, hotels, or high-density nodes (especially Whitegoat/Cline River).
  - **Infrastructure, services, and enforcement must precede any growth:** Repeated emphasis on addressing current issues first (roads, bridges, garbage/sewage capacity, parking, emergency services, policing, and maintenance) before adding more visitors or facilities. Many noted existing overcrowding, litter, and lack of enforcement.
  - **Protect environment, wildlife, water, and local access:** Strong focus on wildlife corridors, water quality (especially Lake Abraham), habitat preservation, and ensuring development does not harm the ecosystem or displace locals/Albertans. Calls for environmental studies, Leave No Trace education, and limits on random camping/ATV use where needed.
  - **Economic and local benefits prioritized:** Views that planned development could create jobs, diversify the economy (beyond oil), generate tax revenue, and support local businesses; but only if benefits stay local, developers are Albertan/small-scale, and taxpayers are not burdened.
  - **More consultation, transparency, and local/indigenous input:** Requests for additional engagement, clearer information, node-by-node review, and genuine consideration of resident and First Nations voices. Some criticism of the survey process and Council decisions.
  - **Distrust in government/council and process concerns:** Comments expressing frustration with perceived bias, misinformation, lack of transparency, or agendas (both pro- and anti-development). Some viewed the survey as optics or accused Council of ignoring public input.

- **Mixed support for tourism growth with caveats:** Acknowledgment that visitors are coming anyway (due to population growth and social media), so proactive planning is better than the current “free-for-all”; however, many stressed authentic, low-impact experiences over commercialization.

Responses show a clear divide with a significant portion strongly favouring retaining the ASPs for managed growth and county control, while another large group prefers no further development to protect the natural character. Many respondents called for balanced, practical solutions that prioritize locals, enforcement, and sustainability.

DRAFT

## IN-PERSON RESULTS AND COMMENTS

Detailed attendance numbers and verbatim transcripts from the in-person open houses (Caroline, Condor, Rocky Mountain House, Nordegg) and virtual session are not included in the Survey123 analysis overview. However, the online survey comments and overall engagement themes indicate that feedback from in-person participants aligned closely with the survey results. Common in-person discussion points (as reflected in open-ended responses referencing meetings and local knowledge) included calls for more targeted consultation, concerns about specific nodes (e.g., scale at Whitegoat/Cline River and Saunders-Alexo proximity to Nordegg), support for enforcement and random camping management, and emphasis on local control versus provincial or foreign interests. Many participants at public events echoed the desire to "keep it natural" while acknowledging the need for basic facilities to manage existing pressures.

Although there was no sign in required for the events, administration attempted to count the number of participants at every meeting to get a general feel for the number of participants at each meeting. The below numbers are an approximate count of the number of participants, not including members of Council and staff.

| <b>Date</b>                         | <b>Time</b>                            | <b>Location</b>                               | <b>Number of Participants</b>  |
|-------------------------------------|--|---|--------------------------------|
| <b>March 31, 2026</b>               | Session A: 3-5 PM<br>Session B: 6-8 PM | Caroline Community Hub                        | Session A: 20<br>Session B: 15 |
| <b>April 1, 2026</b>                | Session A: 3-5 PM<br>Session B: 6-8 PM | Condor Community Hall                         | Session A: 12<br>Session B: 20 |
| <b>April 7, 2026</b>                | Session A: 3-5 PM<br>Session B: 6-8 PM | Rocky Regional Recreation Centre, Subway Room | Session A: 61<br>Session B: 35 |
| <b>April 8, 2026</b>                | 6-7 PM                                 | ZOOM - Virtual                                | 29                             |
| <b>April 10, 2026</b>               | Session A: 3-5 PM<br>Session B: 6-8 PM | Nordegg Community Hall                        | Session A: 45<br>Session B: 23 |
| <b>Survey closed April 17, 2026</b> |  | Print/online                                  | Total 731 submissions          |

## 05. OPPORTUNITIES + CONSTRAINTS

### Opportunities:

- Leverage the existing ASP framework to concentrate development in nodes, providing County oversight and preventing ad-hoc or provincial-driven projects.
- Support low-impact, locally beneficial recreation and tourism (day-use, trails, limited campgrounds/cabins) that align with high community support and existing visitor preferences for serenity.
- Use the plans to address current issues (garbage, random camping, enforcement) through planned amenities, education, and partnerships.
- Position Clearwater County to guide growth responsibly, potentially securing provincial funding while prioritizing local businesses and Albertans.

### Constraints:

- Strong community opposition to large-scale, resort-style, or foreign-investor-led development and any perceived threat to wildlife, water quality, or quiet enjoyment.
- Existing infrastructure limitations (roads, services, emergency response) and concerns about cumulative impacts from increased visitation.
- Polarized views and calls for more detailed consultation, Indigenous engagement, and scientific evidence on environmental carrying capacity.
- Risk of repealing the ASPs resulting in loss of local planning authority.

## 06. CONCLUSION

The engagement process revealed broad agreement that the Saunders-Alexo and Whitegoat Lakes areas are highly valued for their natural beauty, recreation opportunities, and quiet character. While there is support for thoughtfully managed, small-scale improvements to address existing pressures, there is significant concern about over-development and its potential to erode what makes these areas special.

The current ASPs are seen by many as a balanced starting point that provides structure and local voice, though some participants advocated for repeal, amendments, or further study.

Council now has a clear summary of community input to guide next steps (whether retaining, amending, or repealing the plans) while continuing to balance provincial directions, environmental stewardship, and resident priorities.

DRAFT

## **APPENDIX I - Returned Community Surveys**

Scanned surveys attached.

DRAFT


**APPENDIX II – Recorded Feedback**

Online survey analysis attached.

DRAFT

APPENDIX III – Public Engagement Advertisement

**ROUND 2**


**CLEARWATER COUNTY**

## Saunders-Alexo & Whitegoat Lakes DEVELOPMENT NODES

Area Structure Plans for the Saunders-Alexo and Whitegoat Lakes Development Nodes were adopted in 2025, following a public engagement process. These ASPs were created at the direction of the province to accommodate additional tourism and recreation opportunities. They balance development with the need to conserve the natural landscapes of the nodes.

Now, Clearwater County Council is revisiting these ASPs and seeking further public engagement.

**HAVE YOUR SAY!**  
 Provide your input on tourism development

31  
MAR

TUES, MARCH 31, 2026

3-5 PM & 6-8 PM  
CAROLINE COMMUNITY HUB

8  
APR

WED, APRIL 8, 2026

6-7 PM  
VIRTUAL SESSION,  
REGISTRATION REQUIRED

1  
APR

WED, APRIL 1, 2026

3-5 PM & 6-8 PM  
CONDOR COMMUNITY HALL

10  
APR

FRI, APRIL 10, 2026

3-5 PM & 6-8 PM  
NORDEGG COMMUNITY HALL

7  
APR


TUES, APRIL 7, 2026

3-5 PM & 6-8 PM  
ROCKY REGIONAL REC CENTRE, SUBWAY ROOM

\*Sessions will have a short presentation, Q&A, and display boards

▶ For more information, virtual session registration, or other ways to participate, scan the QR code or visit:

[www.clearwatercounty.ca/asp](http://www.clearwatercounty.ca/asp)







SCAN ME!

USE YOUR PHONE CAMERA TO SCAN THE QR CODE



## Agenda Item Report

### Regular Council Meeting

|   |  |  |  |  |
|---|--|--|--|--|
| <b>AIR Type:</b>  | Request for Decision   |  |  |  |
| <b>SUBJECT:</b>   | Clearwater County Bylaw Review - Expired Bylaws for Public Works Infrastructure  |  |  |  |
| <b>PRESENTATION DATE:</b>   | Tuesday, June 9, 2026  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>   | Public Works Infrastructure<br>Kate Reglin, Capital Projects Supervisor<br>Erik Hansen, PW Director, Rick Emmons, CAO  |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>   | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation  |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>   | <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input checked="" type="checkbox"/> County Bylaw or Policy (Bylaw 1189 Records Management)   |  |  |  |
| <b>Council Values</b>   |  |  |  |  |
|  <p><b>Economic Prosperity</b><br/>Grow our population and economy by attracting people, investment, businesses, and industry.</p> |  <p><b>Cooperative Alliances</b><br/>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.</p> |  <p><b>Environmental Stewardship</b><br/>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.</p> |  <p><b>Community Social Growth</b><br/>Ensure the health and well-being of our communities and its residents.</p> |  <p><b>Financial Responsibility</b><br/>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.</p> |
| <b>ATTACHMENTS:</b>   |  |  |  |  |
| <a href="#">Public Works Infrastructure Expired Bylaws</a>  |  |  |  |  |

#### STAFF RECOMMENDATION:

That Council authorizes Administration to remove expired Public Works Infrastructure Bylaws 35, 296, 371, 444, 455, 524, 525, 536, 551, 11, 52, 168, 206, 272, 315, 424, 762 from the Master Active Bylaw Directory.

#### BACKGROUND:

As best practice, municipalities maintain an up-to-date master bylaw directory that lists relevant active bylaws by number and title.

Administration is currently reviewing the master directory and to date, identified the following bylaws with financial implications (for example: bylaws for borrowing, tax rates, financial agreements, local improvement levies, etc.) that are expired and should be removed from the directory.

| <b>Bylaw Number</b> | <b>Bylaw Name / Description</b>   |
|---------------------|---|
| 35                  | Sidewalk Construction (within Caroline)   |
| 296                 | Land Use Reclaim Agreement SW 36-36-06  |
| 371                 | Lot purchase, Lot 14 Block 1 Plan 6976et (lot next to Admin Building)   |
| 444                 | Agreement with MD of Clearwater to construct and maintain a road within SE 14-36-06-W5M)  |
| 455                 | Agreement with the MD of Clearwater to sublet land at NE 11-36-06-W5M.  |
| 524                 | Grant agreement with Alberta Transportation & Utilities for street upgrades (sidewalk, curb, gutter) under the Street Improvement Program |
| 525-2               | Construction: 52nd St Curb and Gutter   |
| 536                 | Local Improvement Tax for 52nd Street North curb and gutter improvements  |
| 551                 | Amendment to Bylaw 536 due to receiving a Street Improvement Grant.   |
| 11/85               | Welch Creek Drainage Project - Cost Share Alberta   |
| 52/86               | Lease Agreement with Province of Alberta for Office Premises  |
| 168/89              | Reconstruction of Secondary Road 761  |
| 206/90              | Enter into agreement with Village of Caroline re road through SE 14-36-06-W5M.  |
| 272/91              | Enter into agreement with Alberta Transportation & Utilities Funding Day Road Overlay (752 Access).                                       |
| 315/92              | Agreement with Alberta Environment Funding of Upper Lake Ernie Project  |
| 424/94              | Funding Agreement - Nordegg Townsite Infrastructure Evaluation Study  |
| 762/03              | Horseguard Drainage Ditch Special Tax Levy  |

As per the province's [Basic Principles of Bylaws guide](#), 'expired bylaws are generally not to be repealed but rather archived {transferred} into an expired category for ease of tracking'.

Therefore, Administration asks that Council authorizes this transfer by resolution. The original and electronic format of these expired bylaws will be retained in accordance with the Records Management and Records Retention and Disposition Schedule Bylaw.

VILLAGE OF CAROLINE  
BY-LAW NO. 35

Under the authority and subject to the provisions of the Town and Village Act, 1952 and amendments thereto, the Council of the Village of Caroline, duly assembled, enacts as follows:

Section 390 (a) To widen the street 4 ft. on the North side of Highway 54 abutting lots 1 to 5 inclusive Blk. 1, Plan 3067ET. Thereby making room to PARK on the Northside of the Highway 54 in front of the above mentioned lots.

Section 390 (b) To authorize construction of a 4 ft. sidewalk from the N.W. corner of Hitten's Cafe and Garage and 5 ft. West of the property line to the S.W. corner of lot 10, Blk. 4, Plan 325SH and 5 ft West of the property line.

To authorize construction of a 6 ft. sidewalk from the N.W. corner of lot 11, Blk. 1, Plan 6976ET on the property line of lots 11, 12, 13, 14, 15, 16, 17, 18, 19, and to the N.E. corner of lot 20, Blk. 1, Plan 6976ET.

To authorize construction of a 6 ft. sidewalk from the S.W. corner of lot 1, Blk. 1, Plan 3067ET, 4 ft inside the property line of lots 1, 2, 3, 4, and to the S.W. corner of lot 5 and 4 ft. inside the property line, Blk. 1, Plan 3067ET.

Section 299(1c) To acquire 4 ft of land off the South end of all lots 1 to 5 inclusive, Blk. 1, Plan 3067ET for construction of a Six Foot sidewalk, the four feet inside the property line being where the old sidewalk was originally built, and as the Power Lines were only 2 ft. off the property line it is necessary to acquire this land to make a six ft. sidewalk.

To authorize the Expropriation of this land Section 279 by agreement with the owners at a suggested price of \$ 1.00 for 4 ft. off the south end of each lot of the above mentioned property, and the deposit of plans of expropriated land.

Section 281 (1) Specifications showing land to be taken, work to be done, and name of owner according to the last revised assessment roll. Council shall deposit plans with the Sec.-Treas.

(2) Secretary-Treasurer shall notify the owner and occupier of the deposit of the said plans & specifications and of the date of the deposit and that all claims for compensation for land so taken and the amount and particulars thereof must be filed with the Secretary within fifteen days from the date of the deposit of the plans and specifications. The amount of compensation ascertained at the date of the deposit was \$1.00 per four feet from the South end of each lot, 1 to 5 inclusive, Blk 1, Plan 3067ET.

(3) Time limit barring claims. 15 days from deposit of Plans.

Received first and second reading and by unanimous consent of the Council in presence of a third reading and finally passed this 16th day of April 1957.

*Maureen Carter*  
MAYOR

*Wallace Reim*  
SECRETARY-TREASURER

Form 148 P. Revised  
MUNICIPAL SUPPLIES LTD.

VILLAGE OF CAROLINE  
BY-LAW NO. 296

A BY-LAW TO AUTHORIZE THE MUNICIPAL COUNCIL OF THE VILLAGE OF CAROLINE TO ENTER INTO AGREEMENTS WITH HER MAJESTY THE QUEEN IN THE RIGHT OF ALBERTA (REPRESENTED BY THE MINISTER OF THE ENVIRONMENT).

WHEREAS under the provisions of Section 119 of the Municipal Government Act, being Chapter 296 of the Revised Statutes of Alberta, 1970, (as amended), the Council may pass a By-law authorizing the making of an agreement with the Province of Alberta, or its agents, for the performance of any matter or thing considered by the Council and the Province or its agents to be a benefit to both parties; and

WHEREAS under Section 7 of the Land Surface Conservation and Reclamation Act the Minister of the Environment may enter into an agreement with an owner to restrict the use of certain land:

NOW THEREFORE the Municipal Council of the Village of Caroline in Council assembled enacts as follows: -

That the Mayor and Administrator of the Village be and are hereby empowered to execute an agreement similar to the form attached and marked exhibit "A", between the said Town and the Minister of the Environment relating to reclamation of certain lands described as follows: -

Pl. S.W. N - 26 - 36 - 6 - 45.

READ a first time this 15th day of February, A.D. 1970  
READ a second time this 17th day of February, A.D. 1970  
READ a third time and finally passed this 17th day of February, A.D., 1970

*Wallace Reim*  
MAYOR

*W. Reim*  
SECRETARY-TREASURER

**VILLAGE OF CAROLINE**  
Office of Secretary-Treasurer  
CAROLINE ALBERTA

May 16th, 1957

COST OF FIVE CROSSINGS IN THE SIDEWALK is \$ 165.00  
as follows:

|                               |                                     |
|-------------------------------|-------------------------------------|
| G. A. Wrigglesworth at Davies | 20 ft. @ \$ 1.80 per ft. = \$ 36.00 |
| Leonard Kantan                | 16 ft. @ \$ 1.80 per ft. = \$ 28.80 |
| Lane (Village)                | 24 ft. @ \$ 1.80 per ft. = \$ 43.20 |
| Vance Braucht's               | 20 ft. @ \$ 1.80 per ft. = \$ 36.00 |
| Village Fire Hall             | 12 ft. @ \$ 1.80 per ft. = \$ 21.60 |
|                               | Total - \$165.60                    |

VILLAGE OF CAROLINE  
BY-LAW #371

A By-Law to authorize the purchase of Lot 14 Block 1 Plan 6976ET.

PURSUANT to the provisions of Section 328(2) of the Municipal Government Act, RSA 1980, Chapter M-26 and amendments thereto, the Council of the Village of Caroline in the Province of Alberta enacts as follows:

THAT

The Council of the Village of Caroline purchase Lot 14 Block 1 Plan 6976ET (one lot west of and adjacent to the Village office property) for \$11,000.00 (ELEVEN THOUSAND DOLLARS) for the purpose of future expansion of the Village office and services.

READ a first time this 20th day of December, 1984.  
READ a second time this 20th day of December, 1984.  
READ a third and final time this 20th day of December, 1984.

*John McNeil*  
MAYOR

*John McNeil*  
MUNICIPAL ADMINISTRATOR

VILLAGE OF CAROLINE  
BY-LAW #444

A By-law of the Village of Caroline, in the Province of Alberta, to authorize Council to enter into a joint agreement.

WHEREAS, Section 113 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, provides for Councils to enter into agreements with other Councils for the performance of any matter considered a benefit to their respective municipalities; and

WHEREAS, Section 172 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, deems the Municipal District of Clearwater No. 99 to have title to all public roads within its jurisdiction; and

WHEREAS, the Village of Caroline is desirous of entering into an Agreement with the Municipal District of Clearwater No. 99 for services provided to a portion of its residents located within the South East Quarter of Section Fourteen (14), Township Thirty Six (36), Range Six (6), West of the Fifth Meridian; and

WHEREAS, the Municipal District of Clearwater No. 99 has agreed to supply services to residents within the jurisdiction of the Village;

NOW THEREFORE, the Council of the Village of Caroline, in the Province of Alberta, duly assembled, enacts as follows:

- That the Mayor and the Municipal Administrator on behalf of the Village of Caroline, are hereby empowered to enter into an Agreement with the Municipal District of Clearwater No. 99 to assign construction and maintenance responsibilities for the public roadway described on Road Plan 8921273 on Pt. S.E. 14-36-6-W5th on the following basis:
  - The Village shall assume responsibility for all construction and labour costs associated with the subject public roadway.
- That this By-law shall come into force immediately after the passing thereof.

READ a first time this 22 day of May, 1990.

READ a second time this 22 day of May, 1990.

READ a third and final time this 22 day of May, 1990.

*D.A. Chapman*  
MAYOR

*H. Keeler*  
MUNICIPAL ADMINISTRATOR

THE M.D. AGREES:

1. To allow the Village to build and to maintain a public road within the South East Quarter of Section Fourteen (14), Township Thirty Six (36), Range Six (6), West of the Fifth Meridian.

2. To register the road with the Alberta Land Titles Office, having being provided with the necessary documentation and affidavits from the Village.

IT IS FURTHER AGREED BY THE PARTIES TO THIS AGREEMENT:

1. That this Agreement shall be governed by and interpreted under the Laws of the Province of Alberta.

2. That any notices to be served upon the M.D. or the Village shall be deemed to be properly served if left at their respective municipal offices during normal working hours.

3. That this Agreement may be amended by mutual consent of the Parties hereto.

4. Either party may opt out of the Agreement by notifying the other party of its intention sixty (60) days prior to any calendar year end.

IN WITNESS WHEREOF, the authorized officers of the M.D. and the Village have hereunto affixed their signatures and corporate seals on the day and year first above written.

THE MUNICIPAL DISTRICT  
OF CLEARWATER NO. 99

THE VILLAGE OF  
CAROLINE

*David McDonald*  
MAYOR  
*[Signature]*  
MUNICIPAL MANAGER

*D.A. Chapman*  
MAYOR  
*H. Keeler*  
VILLAGE ADMINISTRATOR

MEMORANDUM OF AGREEMENT MADE THIS 25 DAY OF May A.D., 1990

The MUNICIPAL DISTRICT OF CLEARWATER NO. 99  
in the Province of Alberta  
(hereinafter referred to as the "M.D.")  
OF THE FIRST PART

and

THE VILLAGE OF CAROLINE  
in the Province of Alberta  
(hereinafter referred to as the "Village")  
OF THE SECOND PART

WHEREAS Section 113 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, provides for Councils to enter into agreements with other Councils for the performance of any matter considered a benefit to their respective municipalities; and

WHEREAS Section 172 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, deems the M.D. to have title of all public roads within its jurisdiction; and

WHEREAS, the Village is desirous of entering into an Agreement with the M.D. for services provided to a portion of its residents located within the South East Quarter of Section Fourteen (14), Township Thirty Six (36), Range Six (6), West of the Fifth Meridian; and

WHEREAS, the M.D. has agreed to supply services to residents within the jurisdiction of the Village;

NOW THEREFORE, in consideration of the foregoing and in consideration of the payments to be made and covenants to be performed hereunder, it is understood and agreed between the parties hereto as follows:

THE VILLAGE AGREES:

- To provide all funds, labour, and equipment required for surveying, registering, constructing, and maintaining a public road within the South East Quarter of Section Fourteen (14), Township Thirty Six (36), Range Six (6), West of the Fifth Meridian.
- To be responsible for all equipment associated with the said road.

VILLAGE OF CAROLINE  
BY-LAW # 455

A By-law of the Village of Caroline, Province of Alberta, to authorize Council to enter into a joint agreement.

WHEREAS, Section 113 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, provides for Councils to enter into agreements with other Councils for the performance of any matter considered a benefit to their respective municipalities; and

WHEREAS, the Municipal District of Clearwater #99 requires the use of land to erect a satellite shop and storage area in the Village of Caroline.

WHEREAS, the Village of Caroline has an area in the north east corner of NE 11-36-6-W5 described as the area 225 feet to the west and 358 feet to the south and is willing to sublet for the purpose as listed above.

NOW THEREFORE, the Council of the Village of Caroline in the Province of Alberta, duly assembled, enacts as follows:

- That the Mayor and the municipal Administrator on behalf of the Village of Caroline are hereby empowered to enter into an agreement with the Municipal District of Clearwater #99 for the purpose of subletting to the Municipal District of Clearwater #99, the parcel of land described as 325 feet west and 358 feet south of the north east corner NE 11-36-6-W5 as per schedule "A", attached.
- That this By-law shall come into force immediately after the passing thereof.

READ a first time, this 25th day of September, 1990.

READ a second time this 25th day of September, 1990.

READ a third and final time this 25th of September, 1990.

*William J. Street*  
MAYOR

*H. Keeler*  
MUNICIPAL ADMINISTRATOR

THIS AGREEMENT MADE IN DUPLICATE THIS 15 DAY OF

October 1998

BETWEEN

THE VILLAGE OF CAROLINE in the Province of Alberta (hereinafter referred to as "the Village")

OF THE FIRST PART

and

THE MUNICIPAL DISTRICT OF CLEARWATER No. 99 in the Province of Alberta (hereinafter referred to as "the M.D.")

OF THE SECOND PART

WHEREAS Section 113 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, provides that Councils may enter into agreements with other Councils for the performance of any matter considered a benefit to their respective municipalities; and

WHEREAS the Village holds a lease from Alberta Forestry, Lands, and Wildlife on a portion of N.E. 11-36-6-W5th; and,

WHEREAS the M.D. requires land in the vicinity of the Village for the purpose of establishing and developing a public works maintenance shop and yard.

NOW THEREFORE, in consideration of the foregoing and in consideration of the payments to be made and covenants to be performed hereunder, it is understood and agreed between the parties as follows:

- 1) In return for ONE DOLLAR (1.00 \$) receipt of which is hereby acknowledged by the Village, the Village agrees to sublease to the M.D. a portion of the above described lands... 2) This agreement to sublease shall remain in effect for a minimum period of ten (10) years from the date of signing.

the date of receipt of such notice. In the event this agreement is terminated at the request of the Village after ten (10) years and prior to thirty (30) years from the date of signing, the Village hereby agrees to pay to the M.D. the appraised value of all the improvements placed on the subleased lands by the M.D.

- 3) The M.D. may construct any fences and buildings on the sublease lands as it requires. The M.D. may also store equipment and materials and may conduct operations associated with road construction and maintenance on the sublease lands. 4) The M.D. agrees to indemnify and save harmless the Village from all claims, damages, costs, or losses and suits caused by or arising out of any matter or thing done or omitted to be done by the M.D. during its use of the subleased lands. 5) This agreement may be amended by the mutual written consent of the M.D. and the Village.

HAVING CONSIDERED THE ABOVE the Parties to this Agreement have hereunto affixed their corporate seals under the hands of their proper officers on the day and year first written above.

THE VILLAGE OF CAROLINE [Signature] Mayor

[Signature] Village Administrator

THE MUNICIPAL DISTRICT OF CLEARWATER No. 99 [Signature] Reeve [Signature] Municipal Manager

VILLAGE OF CAROLINE BY-LAW #524

A By-law to authorize the Council of the Village of Caroline to enter into agreement with Her Majesty, the Queen, in the right of Alberta (represented by the Minister of Transportation and Utilities).

WHEREAS, under the provisions of Section 7 of the Municipal Government Act, S.A. 1994, c M 26.1 and amendments thereto, provides that a municipality may pass by-laws for municipal purposes respecting various matters; and

WHEREAS the Council of the Village of Caroline has made application to the Minister of Transportation and Utilities under the Streets Improvement Program for financial assistance for a project relating to the construction of curb and gutter and street reconstruction in the Village of Caroline.

NOW THEREFORE, the Council of the Village of Caroline, in the Province of Alberta, duly assembled, enacts as follows;

[H]A] the Mayor and Municipal Administrator of the Village of Caroline be and is hereby empowered to execute agreements similar to the form attached and marked Exhibit "A" and "B", between the said Village of Caroline and the Minister of Transportation and Utilities relating to the Alberta Streets Improvement Grant Program.

Read a first time this 8th day of June, 1999. Read a second time this 8th day of June, 1999. Read a third time and final time this 8th day of June, 1999.

[Signature] MAYOR

[Signature] MUNICIPAL ADMINISTRATOR

GOVERNMENT OF ALBERTA DEPARTMENT OF TRANSPORTATION AND UTILITIES AGREEMENT STREETS IMPROVEMENT PROGRAM

MEMORANDUM OF AGREEMENT MADE THIS 23rd DAY OF October A.D.. 1998.

HER MAJESTY THE QUEEN, in right of the Province of Alberta herein represented by the Minister of Transportation and Utilities (hereinafter referred to as the "Province")

OF THE FIRST PART

and

VILLAGE OF CAROLINE, (hereinafter referred to as the "Municipality")

OF THE SECOND PART

WHEREAS, the Province desires to transfer funds to the Municipality in accordance with the letter from Transportation and Utilities, to the Municipality, a copy of which is included in Schedule "A"; and

WHEREAS, under Section 21 of the Public Highways Development Act, the Province may enter into an Agreement with an urban Municipality for the construction of any street or road; and

WHEREAS, under the provisions of the Alberta Regulation 355/86, the Minister is authorized to make grants and to enter into an agreement with respect to any matter relating to the payment of a grant.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the Minister paying to the Municipality the financial assistance and performing the obligations provided in the Agreement, the Municipality, while this Agreement is in effect, will undertake its obligations in accordance with the provisions stated in this Agreement, and the parties agree as follows:

1. The Municipality hereby agrees:

- (a) to administer the finances for the entire cost of the Project.
- (b) to undertake to acquire all necessary permits, licences, authorities, property easements and lands required to allow the implementation of the Project.
- (c) to retain competent engineering expertise as required to meet the design and construction standards acceptable to the Province, to undertake construction of the Project on a Contract basis.
- (d) Authorization to undertake a specific project on an Invitational Tender or Day Labour basis must be obtained from the Province prior to proceeding with the Project.
- (e) that when undertaking the Project on a Contract basis, the municipality must publicly advertise for tenders. If the Municipality feels that there are exceptional circumstances where the low bid is unacceptable, the municipality must submit a written report requesting approval of an award to other than the low bidder. The report must clearly substantiate their reasons for the recommendation and provide details of all tenders received. The municipality will await decision by the Province prior to proceeding with construction.
- (f) that when undertaking the construction on a Day Labour basis, rates for equipment rental shall not exceed the Alberta Roadbuilders and Heavy Construction Association "Equipment Rental Rates Guide" in effect at the time the work is undertaken.

- (g) to construct the Project at its sole risk in a proper and workmanlike manner, complete in all respects in accordance with the plans and specifications for the Project and pay all costs and expenses relating thereto,
- (h) to assume all liability for all damages of any nature whatsoever caused by the Municipality, its servants, workmen, or agents, in the construction, use, operation, maintenance, repair and replacement of the Project, or any part thereof, and will indemnify and save harmless the Minister in respect of all claims or demands or actions of whatever kind and nature that may be made against the Minister or his employees, workmen, or agents by reason of the financial assistance given to the Municipality for the construction of the Project under this Agreement.
- (i) to invest all funds (in excess of current expenditures) advanced from this grant, or received from the Alberta Municipal Finance Corporation with respect to this Project. The interest earned therefrom shall be applied to reduce the costs of the Project.
- (j) to provide to the Minister, copies, certified in a manner satisfactory to the Minister, of any documents that the Minister may deem necessary for the purpose of this Agreement.
- (k) to submit a statement of costs incurred and revenues received with respect to the Project, and attest in writing that the expenditures and revenues so submitted for the Project are reasonable, are attributable to the Project, and that the accounting of same has been performed in a manner that complies with the intent and meaning of this Agreement.

- (l) to allow the Province or its agents access to the Project site, any engineering drawings or documents, any books of accounts relating to expenditures claimed under this Agreement, and other such project-related documents as deemed necessary by the Province in performing an audit of the Project.
- (m) to maintain the completed works at the municipality's own expense.

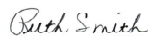
2. The Province agrees:

- (a) to contribute to the Municipality an amount as listed in Schedule "B", under the terms of the Streets Improvement Program and the approval letter in Schedule "A".
- (b) to issue payments as outlined in Schedule "C", attached.

- 3. The parties agree that their respective contributions toward the project are for the work comprising of the sidewalk, curb and gutter work.
- 4. Where the Municipality receives contributions towards the cost of construction of all or any part of the work covered by this Agreement from other sources, the amount of such contributions shall be deducted from the total construction costs and the balance shall be deemed to be the costs of construction in respect of which provisions for contributions by the Province shall apply.
- 5. The parties hereto agree to give this Agreement a fair and liberal interpretation and to negotiate with fairness and candor, from time to time, any modification or alteration thereof, that may be rendered necessary by changing conditions.

IN WITNESS WHEREOF this Agreement has been duly executed by the parties hereto.


SIGNED, SEALED, AND DELIVERED  
by the Province, in the  
presence of:

  
Witness

  
Regional Director  
Central Region  
Transportation and Utilities

SIGNED, SEALED, AND DELIVERED  
by the Municipality, in the  
presence of:

  
Witness

VILLAGE OF CAROLINE  
  
Mayor

SCHEDULE "A"

SCHEDULE "B"



Office of the Regional Director  
Central Region

401, 4920-51 Street  
Red Deer, Alberta  
Canada T4N 6K6

Telephone 403/340-5166  
Fax 403/340-4810

October 6, 1998

Ms. Marjorie Peters, Mayor  
Village of Caroline

Dear Mayor Peters:

**RE: STREETS IMPROVEMENT PROGRAM**

I wish to advise, on behalf of the Government of Alberta, that grant funding has been approved for the sidewalks, curb and gutter work in the Village of Caroline under the Streets Improvement Program (SIP). The Government, through the efforts of the Premier's Task Force on infrastructure, has been able to inject additional funding into the current 1998/99 program, making it possible to provide this funding approval.

According to the Village of Caroline's application of November 1996, the estimated project costs are \$69,981.25, and the total estimated grant is \$52,485.94, based on the cost-shared formula. The Village of Caroline will be responsible for any Goods and Services Tax associated with the project.

Enclosed are two (2) agreements for this project. Please have the agreements signed and witnessed. The documents will be dated upon return to this office. A copy of the finalized agreement will be returned for your records.

Another recommendation of the Premier's Task Force addressed initiating discussions with Alberta municipalities on the concept of disentangling the roles of the province and municipalities, which could possibly lead to the province taking over responsibility for key secondary highways. Such moves would address municipal concerns about the financial burdens imposed by highways. Discussions will be proceeding this fall on this initiative.

If you have any questions, please contact Mr. Brian Reid, Infrastructure Engineer in Red Deer at (403) 340-4867.

Sincerely,

Rob Peany, P.Eng.  
Regional Director

Enclosure

cc: Grants and Administration

STREETS IMPROVEMENT PROGRAM  
SUMMARY OF PROJECT COSTS, GRANTS & PAYMENTS  
SCHEDULE B

VENDOR NUMBER: 0000070114 DATE: 07-Oct-98

NAME: VILLAGE OF CAROLINE CLAIM NUMBER:  
ADDRESS: BOX 148 CAROLINE, ALBERTA POPULATION: 412  
TOWN: 000

PROJECT: SIDEWALKS, CURB AND GUTTER

PROJECT COSTS: (ESTIMATE \_\_\_ TO DATE \_\_\_ FINAL \_\_\_)

|                              |             |
|------------------------------|-------------|
| TOTAL PROJECT COSTS          | \$69,981.25 |
| LESS: NON ELIG COSTS         | \$0.00      |
| LESS: GST                    | \$0.00      |
| TOTAL ELIGIBLE PROJECT COSTS | \$69,981.25 |

GRANT CALCULATION

BASED ON THE LESSER OF 1) OR 2)

|                                 |                            |
|---------------------------------|----------------------------|
| 1) MAXIMUM ELIGIBILITY          | \$127,200.00               |
| LESS PREVIOUSLY FUNDED PROJECTS | \$0.00                     |
|                                 | MAXIMUM GRANT \$127,200.00 |

|   |                    |
|---|--------------------|
| 2) TOTAL ELIGIBLE PROJECT COSTS X 75% = GRANT | \$52,485.94        |
| \$69,981.25 X 75% =                           | GRANT: \$52,485.94 |

THE LESSER OF 1) OR 2) \$52,485.94

CLAIM INFORMATION

|                                     |       |             |
|-------------------------------------|-------|-------------|
| CURRENT PMT STATUS - APPROVED GRANT | SFA % | \$52,485.94 |
| LESS: PREVIOUS PAYMENTS             |       |             |
| INVOICE #                           |       |             |
| INVOICE #                           |       |             |
| INVOICE #                           |       |             |

THIS CLAIM:

BALANCE: \$52,485.94

REQUEST FOR PAYMENT:

|                      |                     |
|----------------------|---------------------|
| BUDGET YEAR: 1998/99 | AMOUNT PAID: \$0.00 |
|----------------------|---------------------|

|                         |  |                        |
|-------------------------|--|------------------------|
| INVOICE I.D.:           |  | Prepared by: K. Edging |
| INVOICE DATE: 08-Oct-98 |  |                        |

|  |  |   |
|--|--|---|
| ROUTE CODE:                                |  | The above noted grant payment is being made in accordance with terms and conditions set out in a written agreement. |
| PAYMENT TERMS: 00 days                     |  |   |
| REMIT MESSAGE: Streets Improvement Program |  |   |

|                      |                          |
|----------------------|--------------------------|
| PROGRAM CODE: 00213  |                          |
| JOB NO.:             |                          |
| TASK ACTIVITY: K 01  |                          |
| ACCOUNT CODE: 563010 |                          |
| SIP                  | Expenditure Officer Date |

SCHEDULE "C"

VILLAGE OF CAROLINE  
BY-LAW # 525-2

A BY-LAW OF THE VILLAGE OF CAROLINE IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR CERTAIN CURB AND GUTTER CONSTRUCTION IN THE AREA OF 52 STREET CRESCENT.

WHEREAS, pursuant to the provisions of Section # 393, of the Municipal Government Act, S.A. 1994, c. M-26.1 and amendments thereto, the Council of the Village of Caroline, has considered it appropriate and expedient to implement a Local Improvement;

and WHEREAS, pursuant to the provisions of Section # 405, the Council of the Village of Caroline, has considered it proper and expedient for the municipality to undertake and complete the construction of curb and gutter;

and WHEREAS, plans, specifications and estimates for such work have been made by Startec Consulting Ltd., as per the Local Improvement Plan attachment, Schedule "A", whereby the total estimated cost of the said project is \$ 76,055.60;

and WHEREAS, it is estimated by the Council of the said Village, that the applicable Streets Improvement Grant Program monies, as per attached Schedules "A", that will be received or applied, is \$ 57,041.70;

and WHEREAS, pursuant to the provisions of Section # 397 (2), it is estimated by the Council of the said Village, that the applicable amount to be collected by way of a Local Improvement Tax, as per attached Schedules "A", is \$19,013.90;

and WHEREAS, it is estimated by the Council of the said Village, that in order to construct and complete the said project, the amount of expenditure that may be incurred by the Village at large, from General Revenues, is \$ 17,411.01;

and WHEREAS, pursuant to the provisions of Section # 390, the Council has given proper notice of the intention to undertake and complete the construction of curb and gutter, the costs or portion of the costs thereof to be assessed against abutting owners in accordance with the attached Schedule, and no sufficiently signed and valid petition against said proposal has been received by the Council.

SCHEDULE C1  
SCHEDULE OF PAYMENTS

1. The Province hereby agrees to issue the following grant payments with respect to the Project:
  - (a) an initial payment, in the amount of \$39,000.00 prior to December 31, 1998.
  - (b) a further payment/payments in the amount to coincide with the progress of the project.
  - (c) a payment, representing the balance of the grant (which may be limited to a maximum of \$200,000) after receipt of the final statement of costs together with:
    - i) a certification that the Project is complete and that no additional costs will be submitted, and
    - ii) such other documentation as requested by the Province.
  - (d) notwithstanding (a) and (b) above, upon identifying available budget funds in any fiscal year, issue at its discretion, any payments, including advance payments and/or payment in full.

NOW THEREFORE, the Council of the Village of Caroline, in the Province of Alberta, duly assembled, enacts as follows:

1. The Council of the Village of Caroline is hereby empowered and authorized to enter into contracts for the purpose of constructing curb and gutter as may be necessary, as described in the Local Improvement Plan, as per Schedule "A".
2. That for the purpose aforesaid, the amount of Streets Improvement Grant monies, estimated to be in the amount of \$ 57,041.70, will be applied to the total capital cost amounts.
3. That for the purpose of reimbursement of the General Revenues of the Village, the Village will collect a Local Improvement Tax imposed against each of the properties as defined in the Local Improvement Plan, as per Schedule "A" and that amount is to be, more or less, \$ 19,013.90.
4. That the person(s) liable to pay the Local Improvement Tax shall be the registered owner(s) of the property.
5. That for the purpose of this Local Improvement, an uniform Tax Rate amount is based on a cost per parcel of land, and is as calculated, as per Schedule "A".
6. That the said Local Improvement Tax may be paid for in equal payments during each year of a five (5) year period, at the annual amount, as is calculated, as per Schedule "A".
7. That this By-law shall take effect on the day of the final passing thereof.

|                              |                  |        |       |
|------------------------------|------------------|--------|-------|
| Read a first time,           | this 13th day of | April, | 1999. |
| Read a second time,          | this 13th day of | April, | 1999. |
| Read a third and final time, | this 13th day of | April, | 1999. |

*Leonard Houghton*  
MAYOR

*Edna Jopp*  
MUNICIPAL ADMINISTRATOR

Village of Caroline  
By-law # 525-2  
Schedule "A"

LOCAL IMPROVEMENT PLAN

For Curb and Gutter  
- 52 Street Crescent

- Properties to be assessed a Local Improvement Tax:
 

|      |    |          |               |
|------|----|----------|---------------|
| Lots | 49 | Block 15 | Plan 792 0329 |
|      | 49 |          |               |
- All costs of the Local Improvement, will be collected by the aforesaid Local Improvement Tax, and upon sale of the currently owned municipal properties, the Local Improvement Tax, will become applicable, on the following properties:
 

|      |          |          |               |
|------|----------|----------|---------------|
| Lots | 30 to 47 | Block 15 | Plan 792 0329 |
|------|----------|----------|---------------|
- The estimated cost of the aforementioned Local Improvement is \$ 76, 056.60.  
The amount of grant monies to be applied is \$ 57, 041.70.  
The amount to be collected by a Local Improvement Tax, as herein provided is:
 

|                                 |               |
|---------------------------------|---------------|
| - Registered Owners Property    | \$ 1802.80    |
| - Municipal Property for Resale | \$ 17, 411.01 |
- In accordance with Section # 398 - #1, (c), of the Municipal Government Act, the council has considered it appropriate to set an uniform tax rate to be imposed on each parcel of land.
 

|                         |            |
|-------------------------|------------|
| Uniform Rate per Parcel | \$ 601.45. |
|-------------------------|------------|
- The Local improvement Tax will be repayable over a period of 5 years calculated at a rate of interest, and not exceeding 14%, of 6.25% and the lands, abutting that portion of the street or place where the Local improvement is made will be charged an annual rate for each of the said five (5) year period as follows:
 

|                                       |            |
|---------------------------------------|------------|
| Annual Local Improvement Rate per Lot | \$ 191.56. |
|---------------------------------------|------------|

The aforementioned rates may be subject to amendment at the time of the issuance, or prior to, or immediately following the first levy for this project.
- Total Annual Assessment against all above properties \$ 3831.20.

NOW THEREFORE, the Council of the Village of Caroline, in the Province of Alberta, duly assembled, enacts as follows:

- The Council of the Village of Caroline is hereby empowered and authorized to enter into contracts for the purpose of constructing curb and gutter as may be necessary, as described in the Local Improvement Plan, as per Schedule "A".
- That for the purpose aforesaid, the amount of Streets Improvement Grant monies, estimated to be in the amount of \$ 20,564.06, will be applied to the total capital cost amounts.
- That for the purpose of reimbursement of the General Revenues of the Village, the Village will collect a Local Improvement Tax imposed against each of the properties as defined in the Local Improvement Plan, as per Schedule "A" and that amount is to be, more or less, \$ 6854.69.
- That the person(s) liable to pay the Local Improvement Tax shall be the registered owner(s) of the property.
- That for the purpose of this Local Improvement, an uniform Tax Rate amount is based on a cost per parcel of land, and is as calculated, as per Schedule "A".
- That the said Local Improvement Tax may be paid for in equal payments during each year of a five (5) year period, at the annual amount, as is calculated, as per Schedule "A".
- That this By-law shall take effect on the day of the final passing thereof.

Read a first time, this 13th day of April, 1999.  
Read a second time, this 13th day of April, 1999.  
Read a third and final time, this 13th day of April, 1999.

*Leonard H. ...*  
MAYOR

*Edna ...*  
MUNICIPAL ADMINISTRATOR

VILLAGE OF CAROLINE  
BY-LAW # 525-1

A BY-LAW OF THE VILLAGE OF CAROLINE, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR CERTAIN CURB AND GUTTER CONSTRUCTION IN THE AREA OF 51 STREET CLOSE.

WHEREAS, pursuant to the provisions of Section # 393, of the Municipal Government Act, S.A. 1994, c M-26.1 and amendments thereto, the Council of the Village of Caroline, has considered it appropriate and expedient to implement a Local Improvement.

and WHEREAS, pursuant to the provisions of Section # 405, the Council of the Village of Caroline, has considered it proper and expedient for the municipality to undertake and complete the construction of curb and gutter;

and WHEREAS, plans, specifications and estimates for such work have been made by Stantec Consulting Ltd., as per the Local Improvement Plan attachment, Schedule "A", whereby the total estimated cost of the said projects is \$ 27, 418.75;

and WHEREAS, it is estimated by the Council of the said Village, that the applicable Streets Improvement Grant Program monies, as per attached Schedules "A", that will be received or applied, is \$ 20, 564.06;

and WHEREAS, pursuant to the provisions of Section # 397 (2), it is estimated by the Council of the said Village, that the applicable amount to be collected by way of a Local Improvement Tax, as per attached Schedule "A", is \$ 6854.69;

and WHEREAS, it is estimated by the Council of the said Village, that in order to construct and complete the said project, the amount of expenditure that may be incurred by the Village at large, from General Revenues, is \$ 2284.90;

and WHEREAS, pursuant to the provisions of Section # 396, the Council has given proper notice of the intention to undertake and complete the construction of curb and gutter, the costs or portion of the costs thereof to be assessed against abutting owners in accordance with the attached Schedule, and no sufficiently signed and valid petition against said proposal has been received by the Council.

Village of Caroline  
By-law # 525-1  
Schedule "A"

LOCAL IMPROVEMENT PLAN

For Curb and Gutter  
- 51 Street Close

- Properties to be assessed a Local Improvement Tax:
 

|      |    |          |               |
|------|----|----------|---------------|
| Lots | 1  | Block 15 | Plan 782 0278 |
|      | 3  |          |               |
|      | 5  |          |               |
|      | 6  |          |               |
|      | 7  |          |               |
|      | 8  |          |               |
|      | 10 |          |               |
|      | 12 |          |               |
- All costs of the Local Improvement, will be collected by the aforesaid Local Improvement Tax, and upon sale of the currently owned municipal properties, the Local Improvement Tax, will become applicable, on the following properties:
 

|      |    |          |               |
|------|----|----------|---------------|
| Lots | 2  | Block 15 | Plan 782 0278 |
|      | 4  |          |               |
|      | 9  |          |               |
|      | 11 |          |               |
- The estimated cost of the aforementioned Local Improvement is \$ 27, 418.75.  
The amount of grant monies to be applied is \$ 20, 564.06.  
The amount to be collected by a Local Improvement Tax, as herein provided is:
 

|                                 |             |
|---------------------------------|-------------|
| - Registered Owners Property    | \$ 4589.79  |
| - Municipal Property for Resale | \$ 2284.90. |
- In accordance with Section # 398 - #1, (c), of the Municipal Government Act, the council has considered it appropriate to set an uniform tax rate to be imposed on each parcel of land.
 

|                         |            |
|-------------------------|------------|
| Uniform Rate per Parcel | \$ 572.00. |
|-------------------------|------------|
- The Local improvement Tax will be repayable over a period of 5 years calculated at a rate of interest, and not exceeding 14%, of 6.25% and the lands, abutting that portion of the street or place where the Local improvement is made will be charged an annual rate for each of the said five (5) year period as follows:
 

|                                       |            |
|---------------------------------------|------------|
| Annual Local Improvement Rate per Lot | \$ 106.50. |
|---------------------------------------|------------|

The aforementioned rates may be subject to an amendment (either an increase or decrease) if actual construction costs are different than the estimated costs, or for the other situations respecting variations outlined in the Municipal Government Act.
- Total Annual Assessment against all above properties \$ 1638.36.

VILLAGE OF CAROLINE  
BY-LAW #536

A BY-LAW OF THE VILLAGE OF CAROLINE, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR CERTAIN CURB AND GUTTER CONSTRUCTION IN THE AREA OF 52 STREET, north.

**WHEREAS**, pursuant to the provisions of Section #393 of the Municipal Government Act, S.A. 1994, c M-26-1 and amendments thereto, the Council of the Village of Caroline, has considered it appropriate and expedient to implement a Local Improvement;

and **WHEREAS**, pursuant to the provisions of Section #405, the Council of the Village of Caroline, has considered it proper and expedient for the municipality to undertake and complete the construction of curb and gutter;

and **WHEREAS**, plans, specifications and estimates for such work have been made by Stattec Consulting Ltd., as per the Local Improvement Plan attachment, Schedule "A", whereby the total estimated cost of the said project is \$ 18,500.00

and **WHEREAS**, pursuant to the provisions of Section #397 (2), it is estimated by the Council of the said Village, that the applicable amount to be collected by way of a Local Improvement Tax, as per the attached Schedule "A", is \$ 15,725.00

and **WHEREAS**, it is estimated by the Council of the said Village, that in order to construct and complete the said project, the amount of expenditure that may be incurred by the Village at large, from General Revenues, is \$ 2775.00

and **WHEREAS**, pursuant to the provisions of Section #396, the Council has given proper notice of the intention to undertake and complete the construction of curb and gutter, the costs or portion of the costs thereof to be assessed against the abutting owners in accordance with the attached Schedule, and no sufficiently signed and valid petition against the said proposal has been received by the Council.

**NOW THEREFORE**, the Council of the Village of Caroline, in the Province of Alberta, duly assembled enacts as follows:

1. The Council of the Village of Caroline is hereby empowered and authorized to enter into contracts for the purpose of constructing curb and gutter as may be necessary, as described in the Local Improvement Plan, as per Schedule "A".
2. That for the purpose of reimbursement of the General Revenues of the Village of Caroline, the said Village will collect a Local Improvement Tax imposed against each of the properties as defined in the Local Improvement Plan, as per Schedule "A", and that amount is to be, more or less, \$ 15,725.00
3. That the person(s) liable to pay the Local Improvement Tax shall be the registered owner(s) of the property.

Page 2 - by-law # 536

4. That for the purpose of this Local Improvement, a uniform Tax Rate amount is based on the assessment prepared in accordance with Part 9 of the Municipal Government Act, and is as calculated, as per Schedule "A".
5. That the said Local Improvement Tax may be paid for in equal payments during each year of a ten (10) year period, at the annual amount, as is calculated, as per Schedule "A".
6. That this By-law shall take effect on the day of the final passing thereof.

Read a first time, this 11th day of April, 2000.  
Read a second time, this 11th day of April, 2000.  
Read a third and final time, this 11th day of April, 2000.

  
MAYOR

  
MUNICIPAL ADMINISTRATOR

Page 3 - By-law # 536

VILLAGE OF CAROLINE  
By-law # 536 - Schedule "A"  
**LOCAL IMPROVEMENT PLAN**

1. Properties to be assessed a Local Improvement Tax:  
lots 1 Block 14 Plan 762 1429  
10 13 4574 HW  
11 13 4574 HW
2. The estimated cost of the aforementioned Local Improvement is \$ 18,500.00
3. The Municipal contribution from General Revenues is \$ 2775.00
4. The amount to be collected by a Local Improvement Tax as herein provided is \$ 15,725.00
5. In accordance with Section 399 - #1, (c) of the Municipal Government Act, the Council has considered it appropriate to set a uniform tax rate to be imposed on the assessment prepared in accordance with Part 9,  
31350 - Lot 1 Block 14 Plan 762 1429  
15000 - Lot 10 Block 13 Plan 4574 HW  
10020 - Lot 11 Block 13 Plan 4574 HW  
and therefore, the Local Improvement Tax will be assessed on  
Lot 1 Block 14 Plan 762 1429 \$ 8806.00  
Lot 10 Block 13 Plan 4574 HW \$ 4245.75  
Lot 11 Block 13 Plan 4574 HW \$ 2679.25
6. The Local Improvement Tax will be repayable over a period of 10 years calculated at a rate of interest, and not exceeding 14%, of 6.38% and the lands abutting that portion of the street or place where the Local Improvement is made will be charged an annual rate for each of the said ten (10) year period as follows:  
Annual Local Improvement per  
Lot 1 Block 14 Plan 762 1429 \$ 1193.73  
Lot 10 Block 13 Plan 4574 HW \$ 575.54  
Lot 11 Block 13 Plan 4574 HW \$ 362.40  
The aforementioned rates may be subject to amendment at the time of the issuance, or prior to, or immediately following the first levy for this project.
7. Total Annual Assessment against all above properties, is \$ 2131.67

VILLAGE OF CAROLINE  
BY-LAW # 551

A BY-LAW OF THE VILLAGE OF CAROLINE, IN THE PROVINCE OF ALBERTA, TO AMEND SCHEDULE "A" OF BY-LAW #536 TO PROVIDE FOR CERTAIN CURB AND GUTTER CONSTRUCTION IN THE AREA OF 52 STREET NORTH; TO REFLECT REDUCTIONS IN FRONTAGE TAX AS A RESULT FROM LATE RECEIPT OF APPLICABLE STREET IMPROVEMENT GRANT.

**WHEREAS**, pursuant to Section 403(2) of the Municipal Government Act, Chapter M-26.1, 2000, if after a local improvement tax rate has been set, it is discovered that the actual cost of the local improvement is different, Council must revise the local improvement tax by-law; and

**NOW THEREFORE**, the Council of the Village of Caroline, in the Province of Alberta, wishes to amend Schedule A of By-Law #536.

Schedule "A"  
**LOCAL IMPROVEMENT PLAN**

1. Properties to be assessed a Local Improvement Tax:  
lots 1 Block 14 Plan 762 1429  
10 13 4574 HW  
11 13 4574 HW
2. The actual cost of the aforementioned Local Improvement is \$ 18,076.59
3. The Municipal contribution from General Revenues is \$ 2351.59
4. The Provincial contribution through the Street Improvement Program \$ 13,557.45
5. The amount to be collected by a Local Improvement Tax as herein provided is \$ 2,167.55
6. In accordance with Section 398 - #1, (c) of the Municipal Government Act, the Council has considered it appropriate to set a uniform tax rate to be imposed on the assessment prepared in accordance with Part 9,  
31350 - Lot 1 Block 14 Plan 762 1429  
15000 - Lot 10 Block 13 Plan 4574 HW  
10020 - Lot 11 Block 13 Plan 4574 HW  
and therefore, the Local Improvement Tax will be assessed on  
Lot 1 Block 14 Plan 762 1429 \$ 1213.82  
Lot 10 Block 13 Plan 4574 HW \$ 585.24  
Lot 11 Block 13 Plan 4574 HW \$ 368.49

7. The Local Improvement Tax will be repayable over a period of 10 years calculated at a rate of interest, and not exceeding 14%, of 6.38% and the lands abutting that portion of the street or place where the Local Improvement is made will be charged an annual rate for each of the said ten (10) year period as follows:
- |                              |           |
|------------------------------|-----------|
| Annual Local Improvement per |           |
| Lot 1 Block 14 Plan 762 1429 | \$ 164.55 |
| Lot 10 Block 13 Plan 43/4 HW | \$ 74.08  |
| Lot 11 Block 13 Plan 45/4 HW | \$ 49.96  |
8. The aforementioned rates may be subject to amendment at the time of the issuance, or prior to, or immediately following the first levy for this project.
9. Total Annual Assessment against all above properties, is \$ 293.79
10. That this By-law shall come into effect on the day of the final passing thereof.

READ a first time this 10<sup>th</sup> day of December, 2002.  
 READ a second time this 10<sup>th</sup> day of December, 2002.  
 READ a third and final time this 10<sup>th</sup> day of December, 2002.

*Michael J. Sillars*  
 DEPUTY MAYOR

*[Signature]*  
 CHIEF ADMINISTRATIVE OFFICER

By-law No. 1

A By-law of the Municipal District of Clearwater No. 99, in the Province of Alberta, to authorize Council to enter into an Agreement with the Minister of Environment of the Government of the Province of Alberta, for the purpose of cost sharing the capital costs associated with the Welch Creek drainage project.

WHEREAS, Section 116 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, provides for Councils to enter into agreements with the Government of Alberta or its agents, for the performance of any matter or thing considered by the Council and the Government of Alberta or its agents to be a benefit to both parties; and

WHEREAS the Municipal District of Clearwater No. 99 and the Minister of Environment are desirous of entering into an Agreement for the sharing of the capital costs of the Welch Creek drainage project.

NOW, THEREFORE, the Council of the Municipal District of Clearwater, No. 99, in the Province of Alberta, duly assembled, enacts as follows:

- The Council of Municipal District of Clearwater, No. 99, is hereby empowered to enter into an Agreement with the Minister of Environment to share the capital costs of the Welch Creek Drainage Project.

- This By-law shall take effect on the date of the final passing thereof.

RECEIVED FIRST AND SECOND READING and A THIRD AND FINAL READING AND FINALLY PASSED

This 15th day of January, A.D. 1985.

*[Signature]*  
 REVEY  
*[Signature]*  
 MUNICIPAL MANAGER

6-7

WATER RESOURCES DIVISION  
 REGIONAL SERVICES BRANCH  
 CONTRACT NO.: 850452  
 GOVERNMENT OF ALBERTA  
 DEPARTMENT OF THE ENVIRONMENT

THIS AGREEMENT made in duplicate this 13 day of March A.D. 1985

BETWEEN Her Majesty The Queen in right of Alberta, represented herein by the Minister of the Environment (hereinafter referred to as the "Minister")

PARTY OF THE FIRST PART

and

The Municipal District of Clearwater #99 in the Province of Alberta (hereinafter referred to as "the Municipal District")

PARTY OF THE SECOND PART

WHEREAS Section 90 of the Water Resources Act provides that the Minister may enter into an Agreement with a Municipal District to provide for any works or undertakings within the meaning of the Act; and

WHEREAS the Municipal District has made application under The Water Resources Act for authority to construct works and has requested engineering and financial assistance, and

WHEREAS investigations have been undertaken and works designed and approved by the parties hereto:

NOW THEREFORE in consideration of the covenants hereinafter provided and subject to the terms and conditions hereinafter expressed the parties agree as follows:

- In this Agreement, (a) the expression "Project" means a project identified in the records of the Department of the Environment as

Project Name: Welch Creek Drainage Project  
 Project Location: Township 42, Range 5, West 5th.  
 Plan and/or Report Nos.: Welch Creek Drainage Project  
 Estimated Total Construction Cost: \$25,000.00  
 Input Code: 023TR

- "Services" includes all the work necessary to complete and maintain the Project.

THE MUNICIPAL DISTRICT AGREES WITH THE MINISTER:

- The Municipal District will arrange for, construct, operate and maintain the Project in accordance with any Interim License or Permit issued to it under The Water Resources Act and in accordance with the plans approved by the Controller of Water Resources.

- The Municipal District will arrange for and acquire such land or interest as may be necessary for the construction, operation and maintenance of the Project and to register any necessary encumbrances in the Land Titles office in respect of the land or interest in land.

- The Municipal District hereby assumes all liability for all damages of any nature whatsoever caused by the Municipal District, its servants, workmen or agents in the performance of this Agreement and will indemnify and save harmless Her Majesty in respect of all claims or demands or actions of whatsoever kind and nature that may be made against Her Majesty or its employees, by reason of anything done by the Municipal District, its servants, workmen or agents in the performance of this Agreement.

- No alteration, extension or transfer of the Project or of responsibilities therefore will be undertaken unless the approval of the Minister, or his authorized representative, is first obtained and shall be subject to such terms and conditions as he may prescribe.

6. After construction of the Project the Municipal District will file a completion certificate with the Controller of Water Resources indicating that the project has been completed in accordance with the approved plans and that necessary encumbrances have been registered with the Land Titles office.

7. The Municipal District will make all necessary payments for the construction of the project and on completion of the work to submit an Itemized Account to the Minister or his authorized representative on forms supplied by him showing expenditures for all work performed in the construction of the project, materials supplied, structures built, engineering consulting services rendered, the cost resulting from the abandonment, alteration, reconstruction or relocation of roads, power, telephone, water, oil and gas lines made necessary by the construction of the Project, and that at the time of submitting the said Itemized Account to certify that the Project is free and clear from all lawful claims and liens. The Municipal District will make every effort to submit all outstanding Itemized Accounts within two weeks after each Alberta Government fiscal year end, March 31.

8. The Municipal District will maintain full records of the cost to it of carrying out those of its undertakings under this Agreement, the cost of which is to be shared, together with all proper documents and vouchers relating thereto and the Municipal District will on demand, produce to:

- (i) the Minister,
- (ii) an authorized representative of the Minister,
- (iii) an auditor appointed by the Minister or authorized representative,
- (iv) an authorized representative of the Auditor General,
- (v) an authorized representative of the Deputy Provincial Treasurer, or
- (vi) anyone of them,

every account, record or other documents that may be required, and permit the examination, audit and taking of copies and extracts from such accounts, records and documents. The Minister or an authorized representative of the Minister, an authorized representative of the Auditor General, and an authorized representative of the Deputy Provincial Treasurer, or anyone of them, shall, upon request at all reasonable time have access to any land or buildings owned by or under the control of the Municipal District in which the Municipal District keeps any

14. Notwithstanding Section 8 the Minister or his authorized representative may approve progress payments on the Itemized Account forms from time to time during the construction of the Project, and upon receipt of the completion certificate from the Municipal District under Section 7 and upon compliance with other applicable provisions of the Water Resources Act, will issue a Licence or Permit for the Project in accordance with the Act.

THE MINISTER AND THE MUNICIPAL DISTRICT AGREE:

15. The Local Authority will assume all responsibility for the operation and maintenance of the Project.

16. The following conditions relevant to employment shall apply in respect of all work carried out under this Agreement:

- (a) Preference will be given to the recruitment of people resident in the area where possible.
- (b) additionally, recruiting of labour shall be conducted through the Canada Manpower Centres, unless the service cannot reasonably be provided by such Centres.

17. In respect of all work carried out under this Agreement, material which is made, manufactured and processed in the Province of Alberta will be used to the full extent to which it is procurable consistent with proper economy and the expenditures carrying out of the Project.

18. The Municipal District and the Minister acknowledge the parts of the Project described in this Agreement may have been commenced or completed prior to the date of execution of this Agreement.

19. This Agreement may be amended from time to time by the written agreement of the Municipal District and the Minister.

20. Time is of the essence of this Agreement.

documents referred to and the Municipal District shall assist in exercising any entry to any land or building for the purpose of examining such documents. The Municipal District will ensure that through their contracts with the contractor(s) and/or sub-contractor(s) that the Minister, or his authorized representative, has access to every account, record, or other documents that may be required, and permit the examination, audit and taking of copies and extracts from such accounts, records, and documents related to the project.

9. The Municipal District, when requested by the Minister, or an authorized representative of the Minister, shall provide an audited statement of all project costs.

THE MINISTER AGREES WITH THE MUNICIPAL DISTRICT:

10. The Minister will pay 75% of the eligible costs of the preliminary engineering analysis of the Project including:

- (a) assessment of the problem including inspection, data collection and preliminary survey.
- (b) preliminary problems analysis including evaluation and interpretation of data, site appraisal, economics and feasibility.
- (c) preliminary problems analysis including sizing, capacity and location recommendations.
- (d) preliminary engineering analysis report and cost estimate.

11. The Minister will pay 75% of the eligible costs of detailed engineering services including:

- (a) detailed subsurface investigations and soil testing.
- (b) detailed foundation, hydraulic and structural analysis and design.
- (c) preparation of final working drawings, steel and material schedules, specifications and contract documents.
- (d) project management and construction supervision.

12. The Minister will pay 75% of the eligible costs of the project including preliminary engineering, detailed engineering, and construction costs pursuant to this agreement. The cumulative total of the amounts described in subsection (10), \$18,750.00.

13. Any monies paid by the Minister shall be exclusive of all federal sales and excise taxes.

BY-LAW No. 52

A By-law of the Municipal District of Clearwater No. 99 for the purpose of entering into a lease Agreement with the Province of Alberta for office premises.

PURSUANT to Section 112 of the Municipal Government Act, R.S.A., 1980.

WHEREAS, the Council of the Municipal District of Clearwater No. 99, Province of Alberta, deems it necessary to provide office for the good government of the Municipality.

NOW, THEREFORE, the Council of the Municipal District of Clearwater No. 99, Province of Alberta, duly assembled hereby authorizes the following:

- 1. The entering into of an Agreement with the Province of Alberta for office facilities;
- 2. The payment of an annual rent pursuant to said Agreement in the amount of \$21,985.47

This By-law shall take effect on the date of its final passage.

READ a first and second time and by unanimous consent, read a third time and finally passed this 25th day of March A.D., 1986.

*J. L. ...*  
RESERVED

*[Signature]*  
MUNICIPAL MANAGER

BY-LAW NO. 168

A By-law of the Municipal District of Clearwater No. 99 for the purpose of entering into an agreement with the Province of Alberta for the reconstruction and surfacing of Secondary Highway No. 761 from the junction of Highway 54, north 9.25 kilometers to Sautter.

WHEREAS, the Council of the Municipal District of Clearwater No. 99 and the Province of Alberta deem it desirable to reconstruct and surface the above roadway;

AND WHEREAS, pursuant to Section 12 of the Public Highways Development Act, the Minister of Transportation and Utilities may enter into an agreement with a rural municipality for the construction of Secondary Highways within its boundaries;

AND WHEREAS, pursuant to Section 116 of the Municipal Government Act, R.S.A., 1980, a municipality may enter into an agreement with the Provincial Government;

NOW, THEREFORE, the Council of the Municipal District of Clearwater No. 99, in the Province of Alberta, duly assembled hereby authorizes the following:

- 1) The execution of an agreement between the Minister of Transportation and Utilities and the Municipal District of Clearwater No. 99 for the reconstruction and surfacing of the 9.25 kilometers of Secondary Highway No. 761 from the junction of Highway 54 north to Sautter.
2) Said agreement will provide for the recovery of \$959,844 by the municipality from the Province for all works associated with the construction and surfacing of the roadway.

This By-Law shall take effect on the date of its final passage.

READ a first and second time and by the unanimous consent of Council, read a third time and finally passed this 25 day of July A.D., 1989.

Signature of Reeve and Municipal Manager with titles REEVE and MUNICIPAL MANAGER.

BY-LAW NO. 272

A By-law of the Municipal District of Clearwater No. 99 (the "Municipality") for the purpose of entering into a cost sharing agreement with the Province of Alberta, namely the Minister of Transportation and Utilities (the "Minister") for the pavement overlay of the Day Road (Local Road M.D. 99), from the junction of Highway No. 11 to the junction of Secondary Highway No. 752, a distance of 2,500 kilometres, Agreement No. R3-91/02.

WHEREAS, pursuant to Section 21 of the Public Highways Development Act, the Minister may enter into an agreement with a rural municipality for the construction or maintenance of any street or road, other than a highway, under the control of the Municipality;

AND WHEREAS, pursuant to Section 116 of the Municipal Government Act, R.S.A., 1980, the Municipality may enter into an agreement with the Provincial Government;

NOW, THEREFORE, the Council of the Municipal District of Clearwater No. 99, in the Province of Alberta, duly assembled hereby authorizes the following:

- 1) The execution of a cost sharing agreement between the Minister of Transportation and Utilities and the Municipal District of Clearwater No. 99.
2) The Municipality agrees to pay the costs incurred by the Minister for this contract in THIRTY SEVEN THOUSAND DOLLARS (\$37,000.00). Any cost overrun above the recorded bid amount plus ten percent contingency will be cost shared FIFTY PERCENT (50%) by the Municipality and FIFTY PERCENT (50%) by the Minister.

This By-law shall take effect on the date of its final passage.

READ a first and second time and by the unanimous consent of Council, read a third time and finally passed this 22nd day of October, 1991.

Signature of Reeve and Municipal Manager with titles REEVE and MUNICIPAL MANAGER.

BY-LAW NO. 206

A By-law of the Municipal District of Clearwater No. 99, Province of Alberta, to authorize Council to enter into a joint agreement.

WHEREAS, Section 113 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, provides for Councils to enter into agreements with other Councils for the performance of any matter considered a benefit to their respective municipalities; and

WHEREAS, Section 172 of the Municipal Government Act, Chapter M-26, R.S.A., 1980 and amendments thereto, deems the Municipal District to have title of all public roads within its jurisdiction; and

WHEREAS, the Village of Caroline is desirous of entering into an Agreement with the Municipal District for services provided to a portion of its residents located within the South East Quarter of Section Fourteen (14), Township Thirty Six (36), Range Six (6), West of the Fifth Meridian; and

WHEREAS, the Municipal District has agreed to supply services to residents within the jurisdiction of the Village;

NOW THEREFORE, the Council of the Municipal District of Clearwater No. 99, in the Province of Alberta, duly assembled, enacts as follows:

- 1. That the Reeve and the Municipal Manager on behalf of the Municipal District of Clearwater No. 99, are hereby empowered to enter into an Agreement with the Village of Caroline to assign construction and maintenance responsibilities for the public roadway described on Road Plan 8921273 on Pt. S.E. 14-36-6-W5th on the following basis:
a) The Village shall assume responsibility for all construction and labour costs associated with the subject public roadway.
2. That this By-law shall come into force immediately after the passing thereof.

FIRST READING this 24 day of April, 1990.

SECOND READING this 24 day of April, 1990.

PASSED AT THIRD READING this 24 day of April, 1990.

Signature of Reeve and Municipal Manager with titles REEVE and MUNICIPAL MANAGER.

BY-LAW NO. 315/92

A By-law of the Municipal District of Clearwater No. 99 (the "Municipality") for the purpose of entering into an agreement with the Province of Alberta for the granting of funds from the Minister of Environment (the "Minister") to the Municipality for projects approved under the Environment Grant Regulations, being Regulation 51/76.

WHEREAS, pursuant to Section 116 of the Municipal Government Act, R.S.A., 1980, the Municipality may enter into an agreement with the Provincial Government;

AND WHEREAS, the Municipality and the Minister deem the Upper Lake Ernie Water Management Project as a necessary undertaking;

NOW, THEREFORE, the Council of the Municipal District of Clearwater No. 99, in the Province of Alberta, duly assembled hereby authorizes the following:

- A. 1) The execution of an agreement between the Minister of Environment and the Municipal District of Clearwater No. 99 for the granting of funds under the Environment Grant Regulations to assist with the construction of the Upper Lake Ernie Water Management Project.
2) Said agreement will provide for the transfer of funds from the Minister to the Municipality as follows:
- a maximum of SIXTY THOUSAND FOUR HUNDRED AND EIGHTY ONE DOLLARS (\$60,481.00) or 83% of total eligible project costs, whichever is the lesser amount.
3) The Municipality will manage the construction of the project and provide all necessary accounting and reports to the Minister.

This By-law shall take effect on the date of its final passage.

READ a first and second time and by the unanimous consent of Council, read a third time and finally passed this 8th day of September, 1992.

Signature of Reeve and Municipal Manager with titles REEVE and MUNICIPAL MANAGER.

BY-LAW NO. 424/94

A By-law of the Municipal District of Clearwater No. 99 (the "Municipality") for the purpose of entering into an agreement with the Province of Alberta for the granting of funds from the Minister of Economic Development and Tourism (the "Minister") to the Municipality.

WHEREAS, pursuant to Section 116 of the Municipal Government Act, R.S.A., 1990, the Municipality may enter into an agreement with the Provincial Government;

AND WHEREAS, the Municipality and the Minister deem the Infrastructure Evaluation Study for the Nordaggs Tronette Project as a necessary undertaking.

NOW, THEREFORE, the Council of the Municipal District of Clearwater No. 99, in the Province of Alberta, duly assembled hereby authorizes the following:

- 1. The execution of an agreement between the Minister, the Municipality and UMA Engineering Ltd.
2. Said agreement will provide funding for the performance under the Agreement not to exceed \$58,950.00 payable as follows:
a) In consideration of the Contractor performing the services herein in accordance with the terms and conditions of the Agreement, the Contractor shall be paid a sum not to exceed \$58,950.00 for fees and disbursements plus G.S.T. for the Municipality's portion of the Plan.
b) The Minister will be responsible for a sum not to exceed \$10,000.00 and the Municipality will be responsible for a sum not to exceed \$48,950.00 plus G.S.T.
c) Amounts owing to the Contractor will be paid on a monthly basis upon receipt of a statement of account for fees and expenses.
3. All materials and services supplied by the Contractor to the Minister shall be exempt from any federal sales tax or goods and services tax.
4. The Minister and the Municipality are liable to make payments to the Contractor only upon receipt of satisfactory statements, invoices, accounts and receipts relating to the cost of services performed.

This By-law shall take effect on the date of its final passage. READ a first and second time and by the unanimous consent of Council, read a third time and finally passed this 23rd day of August, 1994.

REEVE
Municipal Manager

- 5. All levies made under this Bylaw will be collected in a similar manner to property taxes annually levied by the County. All penalty provisions applied to unpaid annual property taxes and arrears will be applied to unpaid levies made under this Bylaw.
6. By-law No. 739/02 is hereby rescinded.

READ A FIRST TIME this 22nd day of April, A.D., 2003.

READ A SECOND TIME this 22nd day of April, A.D., 2003.

READ A THIRD AND FINAL TIME this 22nd day of April, A.D., 2003.

REEVE
Municipal Manager

BY-LAW NO. 762/03

A By-law of Clearwater County, in the Province of Alberta, (hereinafter referred to as the "County") for the purpose of collecting a Special Tax from landowners benefiting from the construction and operation of the Horseshard Drainage Ditch.

WHEREAS, the County received a petition from landowners whose property was prone to flooding and would benefit from the construction of the Horseshard Drainage Ditch (hereinafter referred to as the "Ditch"). The petition requested that the County construct the Ditch and collect a portion of the costs from the landowners by applying a special levy on their property taxes.

AND WHEREAS, the County proceeded with the construction of the Ditch and has now completed said construction.

AND WHEREAS, Division 5 of the Municipal Government Act, Chapter M-26.1 as amended, allows a Council to pass Bylaws for the levying and collecting of Special Taxes for the construction of a drainage ditch.

AND WHEREAS, the portion of construction costs to be levied and collected from benefiting landowners has been determined to be \$37,745.54.

NOW, THEREFORE, THE COUNCIL OF CLEARWATER COUNTY IN THE PROVINCE OF ALBERTA DULY ASSEMBLED ENACTS AS FOLLOWS:

- 1. This Bylaw may be cited as the "Horseshard Drainage Ditch Special Tax Bylaw" and will be referred to herein as "this Bylaw".
2. That for the 2003 taxation year, the County will collect from each benefiting landowner a Special Tax in the amount identified on the Attached Schedule "A". The total amount collected by this Bylaw will be \$12,568.40. It is the intention of the County Council to pass a similar Bylaw in 2004 to collect a total of \$37,705.20.
3. The purpose of this Bylaw is to collect a reasonable share of the Ditch construction costs from benefiting landowners. Funds collected will only be used for this purpose.
4. The amount levied against each parcel of land identified on Schedule "A" will be determined as follows:
- On agricultural parcels of 120 acres to 160 acres in size, prone to flooding in the Horseshard Drainage Basin as identified by topography and by the community in its petition will be \$400 plus \$3.00 per Benefited Acre. Benefited Acres will be considered lands subject to flooding, typically non-cultivated lands with a carry capacity of less than 30 acres per annual unit.
- On agricultural parcels of less than 120 acres in size, prone to flooding in the Horseshard Drainage Basin as identified by topography and by the community in its petition the following formula will be used: (Number of acres in the parcel) divided by (160 acres) multiplied by (\$400). This value plus \$3.00 per Benefited Acre equals the levy on the parcel.
- On residential acreages prone to flooding in the Horseshard Drainage Basin as identified by topography and by the community in its petition will be \$400.

Schedule "A"






Table with columns: ID, Tax Acct No., Parcel Name, Land Name, Address, City, Parcel Type, Legal, Parcel Area, Ben. Acres, Calculated Amount, 2002, 2003, 2004. Includes a note: 'Because of a correction for 2003, the amount \$38,073.00 is not subject to the 10% levy on Special Tax. The operation is now as the amount \$38,073.00/100% = \$38,073.00'.





## Agenda Item Report

### Regular Council Meeting

|  |   |  |  |  |
|--|---|--|--|--|
| <b>AIR Type:</b>   | Request for Decision  |  |  |  |
| <b>SUBJECT:</b>  | Health and Safety Policies (Template Alignment and Legislative Updates)   |  |  |  |
| <b>PRESENTATION DATE:</b>  | Tuesday, June 9, 2026   |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>  | CAO Office<br>Fallon Johnson, Health & Safety Technician<br>Steve Maki, Health & Safety Supervisor & Rick Emmons, CAO   |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>  | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation   |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>  | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Occupational Health and Safety Acts, Regulations, and Code) <input checked="" type="checkbox"/><br>County Bylaw or Policy (Protection of Privacy (POPA), Public Health Act, Alberta Human Rights Commission, Worker's Compensation Board) |  |  |  |
| <b>Council Values</b>  |   |  |  |  |
|  <p><b>Economic Prosperity</b><br/>Grow our population and economy by attracting people, investment, businesses, and industry.</p>    |  <p><b>Cooperative Alliances</b><br/>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.</p>                                |  <p><b>Environmental Stewardship</b><br/>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.</p> |  <p><b>Community Social Growth</b><br/>Ensure the health and well-being of our communities and its residents.</p> |  <p><b>Financial Responsibility</b><br/>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.</p> |
| <b>ATTACHMENTS:</b>  |   |  |  |  |
| <a href="#">HS-2001 Employee Vaccination Policy</a><br><a href="#">HS-2002 Working Alone Policy</a><br><a href="#">HS-2003 Incident Reporting to Council Policy</a><br><a href="#">HS-2004 Incident Reporting Policy</a> |   |  |  |  |

#### STAFF RECOMMENDATION:

That Council approve the following Health and Safety policies, as reviewed by the Strategic Planning Committee on May 25, 2026:

1. HS-2001 Employee Vaccination Policy
2. HS-2002 Working Alone Policy
3. HS-2003 Incident Reporting to Council Policy
4. HS-2004 Incident Reporting Policy

## **BACKGROUND:**

Administration has completed a review of several of Clearwater County's Health and Safety policies to ensure consistency with the County's current policy framework and to maintain compliance with applicable legislative and operational requirements.

Previously, Health and Safety documents combined policy and procedure within a single document. In keeping with how all other County policies are structured, these documents have now been split into separate policy and procedure documents. This review did not introduce substantive operational changes unless specifically noted below.

### **Employee Vaccination Policy**

The Employee Vaccination Policy has been separated into a standalone policy and procedure. The only content update was the inclusion of clarification under the Public Health Act, confirming that if mandatory vaccinations are ordered by the Lieutenant Governor in Council (e.g., during an epidemic), the County will enact procedures for its employees in compliance with such an order. No other changes were made.

### **Working Alone Policy**

The Working Alone document was split into a policy and a separate procedure. No content changes were made as part of this update.

### **Incident Reporting to Council Policy**

This policy was split into a policy and procedure. One revision was made to align reporting thresholds with current RCMP requirements. Previously, incidents resulting in damage to equipment, machinery or property exceeding \$2,000.00 were required to be reported to Council. This threshold has been updated to \$5,000.00, reflecting the RCMP's current reporting requirement for damage to equipment, machinery or property. Lost-time incidents continue to be reported to Council.

### **Incident Reporting Policy**


The Incident Reporting Policy was split into a policy and procedure only. No content changes were made.

Overall, these updates improve document clarity, ensure consistency across County policy documentation, and confirm alignment with current legislative and external agency standards. No budget impacts or operational impacts are anticipated as a result of these changes.

At the May 25, 2026 Strategic Planning Council Committee of the Whole meeting, the Committee reviewed the policies and made the following motion:

*RES-314-2026 Motion by Councillor Lorne Humphrey that the Strategic Planning Council Committee of the Whole recommend that Council approve HS-2001 Employee Vaccination Policy, HS-2002 Working Alone Policy, HS-2003 Incident Reporting to Council Policy and HS-2004 Incident Reporting Policy as presented.*

CARRIED


|   |  |                                    |
|---|--|------------------------------------|
|  | <b>Employee Vaccination Policy</b>                                       |                                    |
|   | <b>Category:</b> Administration – Health & Safety                        |                                    |
|   | <b>Policy No.</b> HS- 2001   |                                    |
|   | <b>Corresponding Procedure No.</b> HS-2001-01P                           |                                    |
|   | <b>Approved:</b>   | <b>Resolution No.:</b>             |
|   | <b>Effective Date:</b>   | <b>Next Review Date:</b> As Needed |
|   | <b>Supersedes Policy No.</b> June 12, 2018 – Employee Vaccination Policy |                                    |

|                          |   |
|--------------------------|---|
| <b>POLICY STATEMENT:</b> | <p>Clearwater County fosters and promotes a safe and healthy work environment.</p> <p>Clearwater County strongly recommends and encourages staff who are employed in hazardous or safety-sensitive positions and who may be at risk of contact with infectious bacteria, viruses and substances from contaminated materials to consider becoming vaccinated.</p> <p>Vaccinations have been recognized by Occupational Health and Safety as an “administrative control” and as an effective way to mitigate risks.</p>   |
| <b>PRINCIPLES:</b>       | <ol style="list-style-type: none"> <li>1. In Alberta, the <i>Public Health Act</i> permits the Lieutenant Governor in Council to order mandatory vaccinations in circumstances such as an epidemic. If a mandatory vaccination order is made, the County will enact procedures for its employees.</li> <li>2. Vaccination information, including but not limited to Proof of Vaccination, vaccination status, and results of testing, is collected, used, and stored in accordance with the County’s obligations pursuant to the <i>Protection of Privacy Act (POPA)</i> and will only be used and disclosed in accordance with that legislation, including but not limited for the purposes of the County (including its administrators and managers with a need to know).</li> <li>3. In order to encourage staff employed in hazardous or safety-sensitive positions to become vaccinated, the County will permit employees to obtain their vaccinations during regular business hours.</li> </ol> |

|   |  |
|---|--|
| <b>LEGISLATION:</b><br><input checked="" type="checkbox"/> Provincial Act(s)<br><input checked="" type="checkbox"/> Provincial Regulation(s)<br><input type="checkbox"/> Council Resolution<br><input type="checkbox"/> Other | <b>Cross Reference:</b><br>Occupational Health & Safety Act, Code and Regulations<br>Public Health Act<br>Protection of Privacy Act (POPA)<br>Employment Standards Legislation |
|---|--|

**Revision History**

| Version | Date of Change | Description |
|---------|----------------|-------------|
|         |                |             |


|   |   |                                    |
|---|---|------------------------------------|
|  | <b>Working Alone Policy</b>   |                                    |
|   | <b>Category:</b> Administration – Health & Safety                     |                                    |
|   | <b>Policy No.</b> HS- 2002  |                                    |
|   | <b>Corresponding Procedure No.</b> HS-2002-01P                        |                                    |
|   | <b>Approved:</b>  | <b>Resolution No.:</b>             |
|   | <b>Effective Date:</b>  | <b>Next Review Date:</b> As Needed |
|   | <b>Supersedes Policy No.</b> September 7, 2010 Policy – Working Alone |                                    |

|                          |  |
|--------------------------|--|
| <b>POLICY STATEMENT:</b> | <p>Clearwater County will endeavor to minimize or eliminate the risk that may occur for County employees when working alone.</p> <p>County employees, when working alone, have a personal responsibility to ensure that they are working in a safe manner and to utilize communications systems, reporting protocols, and job procedures to mitigate any risk that may arise as a result of their working alone.</p> <p>Clearwater County will assist contractors, and contracted employees meet to their obligations to have procedures and protocols in place to address situations where they, or their staff, may be working alone, while performing work for Clearwater County.</p> |
| <b>PURPOSE:</b>          | The Working Alone Policy is to promote awareness and ensure employee safety, minimizing the risk of serious injury while working alone.  |

|   |   |
|---|---|
| <b>LEGISLATION:</b><br><input checked="" type="checkbox"/> Provincial Act(s)<br><input checked="" type="checkbox"/> Provincial Regulation(s)<br><input type="checkbox"/> Council Resolution<br><input type="checkbox"/> Other | <b>Cross Reference:</b><br>Occupational Health & Safety Act, Code and Regulations |
|---|---|

**Revision History**

| Version | Date of Change | Description |
|---------|----------------|-------------|
|         |                |             |


|   |  |                                    |
|---|--|------------------------------------|
|  | <b>Incident Reporting to Council</b>   |                                    |
|   | <b>Category:</b> Administration – Health & Safety                                |                                    |
|   | <b>Policy No.</b> HS- 2003   |                                    |
|   | <b>Corresponding Procedure No.</b> N/A   |                                    |
|   | <b>Approved:</b>   | <b>Resolution No.:</b>             |
|   | <b>Effective Date:</b>   | <b>Next Review Date:</b> As Needed |
|   | <b>Supersedes Policy No.</b> July 23, 2013, Incident Reporting to Council Policy |                                    |

|                          |   |
|--------------------------|---|
| <b>POLICY STATEMENT:</b> | The purpose of this policy is to clarify when the Health & Safety Supervisor, CAO, and/or Director(s) informs council of incidents. This policy ensures that council is made aware of significant incidents, supporting transparency and accountability in the reporting process.   |
| <b>DEFINITIONS:</b>      | <p><b>Incident:</b> An unplanned event that results in harm to a person (including physical injuries and psychological impacts), resulting in lost time, as defined by the Workers Compensation Board; or damage to equipment, machinery or property exceeding \$5,000.00.</p> <p><b>Prime Contractor:</b> The designated entity responsible for coordinating safety on a multi-employer worksite.</p>  |
| <b>PRINCIPLES:</b>       | <ol style="list-style-type: none"> <li>1. In Clearwater County, all incidents shall be fully investigated (unless prime contractor status has been designated); but only those that result in lost time or result in property damage exceeding \$5,000.00 shall be reported to council.</li> <li>2. All employees/contractors shall report all incidents to their immediate supervisor and/or the Health &amp; Safety Supervisor.</li> <li>3. The Health &amp; Safety Supervisor or designate shall conduct initial investigations and shall inform council of incidents as per the directive.</li> </ol> |

|   |   |
|---|---|
| <b>LEGISLATION:</b><br><input checked="" type="checkbox"/> Provincial Act(s)<br><input checked="" type="checkbox"/> Provincial Regulation(s)<br><input type="checkbox"/> Council Resolution<br><input type="checkbox"/> Other | <b>Cross Reference:</b><br>Occupational Health & Safety Act, Code and Regulations<br>Workers Compensation Board (WCB) |
|---|---|

**Revision History**

| Version | Date of Change | Description |
|---------|----------------|-------------|
|         |                |             |

|   |  |                                    |
|---|--|------------------------------------|
|  | <b>Incident Reporting Policy</b>                                     |                                    |
|   | <b>Category:</b> Administration – Health & Safety                    |                                    |
|   | <b>Policy No.</b> HS- 2004   |                                    |
|   | <b>Corresponding Procedure No.</b> HS-2004-01P                       |                                    |
|   | <b>Approved:</b>   | <b>Resolution No.:</b>             |
|   | <b>Effective Date:</b>   | <b>Next Review Date:</b> As Needed |
|   | <b>Supersedes Policy No.</b> May 14, 2013, Incident Reporting Policy |                                    |
|   |  |                                    |

|                          |  |
|--------------------------|--|
| <b>POLICY STATEMENT:</b> | This policy applies to all personnel of Clearwater County and/or contractors hired by Clearwater County who have not been designated as Prime Contractor. The purpose is to provide clear guidance for reporting and investigating incidents to identify causes, recommend corrective actions, and ensure recurrence prevention.   |
| <b>DEFINITIONS:</b>      | <p><b>Incident:</b> An undesired, unplanned, unexpected event that results in harm to a person (including physical injuries and psychological impacts, such as those arising from harassment or workplace violence) or damage to property (vehicles, equipment, or County-owned or non-owned property).</p> <p><b>Occupational Injury/Illness:</b> Bodily or psychological harm resulting from work activities or conditions, including physical injuries and mental health impacts like stress or trauma.</p> <p><b>Near Miss:</b> An undesired event that under slightly different circumstances could have resulted in personal harm, property damage, or loss.</p> <p><b>Work Refusal:</b> A worker may refuse to do work at a work site if the worker believes on reasonable grounds that there is a dangerous condition at the work site or that the work constitutes a danger to the worker's health and safety or to the health and safety of another worker or another person.</p> <p><b>Contractor:</b> Any person, partnership, or entity contracted or under agreement with Clearwater County, who has not been designated as the Prime Contractor.</p> <p><b>Prime Contractor:</b> The designated entity responsible for coordinating safety on a multi-employer worksite.</p> <p><b>Employee-</b> means all full time and part time employees who are employed by Clearwater County.</p> |
| <b>PRINCIPLES:</b>       | <ol style="list-style-type: none"> <li>1. All incidents, near misses, occupational injuries/ illnesses, work refusals, worker unsafe conditions, workplace impairment, harassment, bullying, or workplace violence complaints, shall be fully investigated, regardless of the outcome.</li> </ol>  |

|  |   |
|--|---|
|  | <p>2. Any incident, near misses, occupational injuries/ illnesses, and work refusals that, by regulation must be reported to agencies such as Occupational Health &amp; Safety (OH&amp;S), Workers Compensation Board (WCB), or other regulatory bodies shall be promptly reported.</p> <p>3. All employees and/or contractors employed by Clearwater County are required to report all incidents, near misses, occupational injuries/ illnesses, and work refusals to their immediate supervisor and/or the Health &amp; Safety Supervisor.</p> <p>4. The Health &amp; Safety Supervisor, in consultation with the appropriate department head, shall recommend corrective action and report to the CAO.</p> |
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|  |  |
|--|--|
| <p><b>LEGISLATION:</b></p> <p><input checked="" type="checkbox"/> Provincial Act(s)</p> <p><input checked="" type="checkbox"/> Provincial Regulation(s)</p> <p><input type="checkbox"/> Council Resolution</p> <p><input type="checkbox"/> Other</p> | <p><b>Cross Reference:</b></p> <p>Occupational Health &amp; Safety Act, Code and Regulations</p> <p>Workers Compensation Board (WCB)</p> |
|--|--|






**Revision History**

| Version | Date of Change | Description |
|---------|----------------|-------------|
|         |                |             |



## Agenda Item Report

### Regular Council Meeting

|   |  |  |  |  |
|---|--|--|--|--|
| <b>AIR Type:</b>  | Request for Decision   |  |  |  |
| <b>SUBJECT:</b>   | Draft Protection of Privacy Policy   |  |  |  |
| <b>PRESENTATION DATE:</b>   | Tuesday, June 9, 2026  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>   | CAO Office<br>Tracy Haight, Legislative Services Coordinator<br>Rick Emmons, CAO   |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>   | <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept <input type="checkbox"/><br>Reallocation   |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>   | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Protection of Privacy Act s.25) <input type="checkbox"/> County Bylaw or Policy  |  |  |  |
| <b>Council Values</b>   |  |  |  |  |
|  <p><b>Economic Prosperity</b><br/>Grow our population and economy by attracting people, investment, businesses, and industry.</p> |  <p><b>Cooperative Alliances</b><br/>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.</p> |  <p><b>Environmental Stewardship</b><br/>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.</p> |  <p><b>Community Social Growth</b><br/>Ensure the health and well-being of our communities and its residents.</p> |  <p><b>Financial Responsibility</b><br/>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.</p> |
| <b>ATTACHMENTS:</b>   |  |  |  |  |
| <a href="#">Council-007 Protection of Privacy Policy</a>  |  |  |  |  |

#### STAFF RECOMMENDATION:


That Council adopts the *Council-007 Protection of Privacy Policy* which is to be included in the 2026 *Clearwater County Privacy Management Program* document.

#### BACKGROUND:

At the May 25, 2026 Strategic Planning Committee meeting, the Committee reviewed the attached draft *Council-007 Protection of Privacy Policy* and recommended that Council adopt the policy as presented.

This governance policy serves as a cornerstone to foster leadership and guidance from Council for the County's Privacy Management Program (PMP) which is scheduled for implementation on June 11, 2026.

The policy also enforces Council's commitment to supporting administration in developing and strengthening the County's PMP to minimize risks and increase compliance.

|   |                                  |                          |
|---|----------------------------------|--------------------------|
|  | <b>Protection of Privacy</b>     |                          |
|   | <b>Category: Council</b>         |                          |
|   | <b>Policy No. COUNCIL-007</b>    |                          |
|   | <b>Approved:</b>                 | <b>Resolution No.:</b>   |
|   | <b>Effective Date:</b>           | <b>Next Review Date:</b> |
|   | <b>Supersedes Policy No. N/A</b> |                          |

|                          |  |
|--------------------------|--|
| <b>POLICY STATEMENT:</b> | <p>Clearwater County is committed to managing and safeguarding personal information within the organization in accordance with the <i>Protection of Privacy Act (POPA) SA 2024, Chapter P-28.5, Protection of Privacy (Ministerial) Regulation ("Ministerial Regulation"), AR 143/2025, and the Access to Information Act (ATIA) SA 2024, Chapter A-1.4.</i></p> <p>Privacy and access to personal information must be built by design into all County programs, applications, processes, projects, technology, and digital infrastructure that will collect, process, and store personal information.</p> <p>If any provision of this policy conflicts with any provision of <i>POPA</i> and/or <i>ATIA</i>, the provision of <i>POPA</i> and <i>ATIA</i> prevails.</p>   |
| <b>DEFINITIONS:</b>      | <p><b>Access to Information Request</b> means an application under <i>ATIA</i> for access to records for general or personal information in the custody or under the control of the County;</p> <p><b>Administrative Safeguard</b> means a set of policies, procedures, and practices designed to manage the County's conduct for protecting the privacy of personal information, data derived from personal information and non-personal data.</p> <p><b>Head</b> means the Chief Administrative Officer (CAO) designated by bylaw to perform the duties of the head under <i>POPA</i> and <i>ATIA</i>.</p> <p><b>Municipality</b> means Clearwater County.</p> <p><b>Personal Information</b> means recorded information about an identifiable individual, including:</p> <ol style="list-style-type: none"> <li>i. The individual's name, home or business address, home or business telephone number, home or business email address, or other contact information, except where the individual has provided the information on behalf of the individual's employer or principal in the individual's capacity as an employee or agent;</li> <li>ii. The individual's race, national or ethnic origin, colour or religious or political beliefs or associations;</li> <li>iii. The individual's age, gender identity, sex, sexual orientation, marital status or family status;</li> <li>iv. An identifying number, symbol or other particular assigned to the individual;</li> <li>v. The individual's fingerprints, other biometric information, blood type, genetic information about the individual's physical or mental health;</li> </ol> |

|                    |  |
|--------------------|--|
|                    | <ul style="list-style-type: none"> <li>vi. Information about the individual's educational, financial, employment or criminal history, including criminal records where a pardon has been given;</li> <li>vii. Anyone else's opinions about the individual; and,</li> <li>viii. The individual's personal view or opinions, except if they are about someone else.</li> </ul> <p><b>Physical Safeguard</b> means tangible, environmental measures to protect and prevent unauthorized access, theft and/or tampering of electronic information systems, related equipment, and physical records under the control and the custody of the County.</p> <p><b>Technological Safeguard</b> means the use of data encryption, robust access controls, firewalls, and data loss prevention tools to protect the County's electronic information and ensure access is restricted to authorized users only and that data remains unreadable to unauthorized users.</p>  |
| <b>PURPOSE:</b>    | <p>The purpose of this policy is to strengthen Clearwater County Council's ability to handle and protect personal information by:</p> <ul style="list-style-type: none"> <li>• Demonstrating a commitment to privacy to foster trust with residents, employees, and stakeholders.</li> <li>• Supporting legislative and administrative objectives for effectively managing and protecting personal information.</li> <li>• Supporting the Head of the Municipality in their delegation of powers, duties and functions under <i>POPA</i>.</li> <li>• Working collaboratively with Administration to ensure councillors handle personal information responsibly.</li> <li>• Supporting the sustainability of the County's Privacy Management Program by ensuring appropriate funding is allocated.</li> </ul>   |
| <b>PRINCIPLES:</b> | <ol style="list-style-type: none"> <li><b>1. Accountability and Leadership</b> <ol style="list-style-type: none"> <li>1.1. Council members recognize their responsibility to uphold privacy obligations and demonstrate leadership and accountability by handling personal information in a manner that reflects public trust.</li> </ol> </li> <li><b>2. Respect for Privacy</b> <ol style="list-style-type: none"> <li>2.1. Personal information shall be treated with respect and care, recognizing the sensitivity of information entrusted to council members.</li> <li>2.2. Only the minimum necessary personal information shall be collected, used, and disclosed as required for clear, lawful, and appropriate purposes directly related to the duties of council members.</li> </ol> </li> <li><b>3. Transparency and Trust</b> <ol style="list-style-type: none"> <li>3.1. Council is committed to open and transparent practices regarding the collection, use, and disclosure of personal information, fostering confidence among residents, employees, and stakeholders.</li> </ol> </li> </ol> |

|  |   |
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|  | <p>3.2. All handling of personal information shall align with applicable legislation and other relevant laws, supporting the Head of the municipality in fulfilling their statutory responsibilities and delegated authority.</p> <p><b>4. Collaboration with Administration</b></p> <p>4.1. Council members shall work collaboratively with Administration to ensure consistent, compliant, and effective privacy practices and access to information requests are followed when fulfilling their duties.</p> <p>4.2. Council members shall adhere to appropriate administrative, technical, and physical safeguards to mitigate risks and protect personal information from unauthorized access, use, or disclosure of personal information.</p> <p>4.3. Council is committed to regularly reviewing Clearwater County's Privacy Management Program to improve their privacy practices to respond to evolving requirements, technological changes, and public expectations.</p> <p><b>5. Privacy Management Program Sustainability and Resourcing</b></p> <p>5.1. Council is committed to sustaining a privacy management program by:</p> <ul style="list-style-type: none"> <li>5.1.1. ensuring adequate funding and resources are allocated to support privacy compliance and best practices;</li> <li>5.1.2. participating in ongoing training and supporting tools and systems required to protect personal information;</li> <li>5.1.3. recognizing privacy protection as a core component of responsible governance and risk management.</li> </ul> |
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|  |   |
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| <p><b>LEGISLATION:</b></p> <p><input checked="" type="checkbox"/> Provincial Act(s)</p> <p><input checked="" type="checkbox"/> Provincial Regulation(s)</p> <p><input type="checkbox"/> Council Resolution N/A</p> <p><input type="checkbox"/> Other</p> | <p><b>Cross Reference:</b></p> <p><i>Protection of Privacy Act (POPA) SA 2024, Chapter P-28.5, Protection of Privacy (Ministerial) Regulation ("Ministerial Regulation"), AR 143/2025, and the Access to Information Act (ATIA) SA 2024, Chapter A-1.4.</i></p> |
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**Revision History**

| Version | Date of Change | Description |
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## Agenda Item Report

### Regular Council Meeting

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|---|--|--|--|--|
| <b>AIR Type:</b>  | Presentation   |  |  |  |
| <b>SUBJECT:</b>   | Clearwater County 2026 Privacy Management Program  |  |  |  |
| <b>PRESENTATION DATE:</b>   | Tuesday, June 9, 2026  |  |  |  |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>   | CAO Office<br>Tracy Haight, Legislative Services Coordinator<br>Rick Emmons, CAO   |  |  |  |
| <b>BUDGET CONSIDERATIONS:</b>   | <input type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation   |  |  |  |
| <b>LEGISLATIVE DIRECTION:</b>   | <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (Protection of Privacy Act) <input checked="" type="checkbox"/> County Bylaw or Policy (Protection of Privacy)  |  |  |  |
| <b>Council Values</b>   |  |  |  |  |
|  <p><b>Economic Prosperity</b><br/>Grow our population and economy by attracting people, investment, businesses, and industry.</p> |  <p><b>Cooperative Alliances</b><br/>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing.</p> |  <p><b>Environmental Stewardship</b><br/>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits.</p> |  <p><b>Community Social Growth</b><br/>Ensure the health and well-being of our communities and its residents.</p> |  <p><b>Financial Responsibility</b><br/>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.</p> |
| <b>ATTACHMENTS:</b><br>None   |  |  |  |  |

#### STAFF RECOMMENDATION:

That Council receives the *2026 Clearwater County Privacy Management Program* document for information as presented.

#### BACKGROUND:

Clearwater County's Privacy Management Program (PMP) is a detailed administrative document that clearly explains how the County handles and manages personal information. Development of the program began in January 2026 and it starts on June 11, 2026. Click [here](#) to access the document on Clearwater County's website.

The PMP:

- establishes procedures for handling and protecting personal information
- follows privacy laws
- is open and accountable about how information is collected and used
- builds privacy protections into everyday work
- instills proactive privacy management rather than just having reactive management.






The program reinforces Clearwater County's commitment to accountability and responsible management, including protection, of personal information under its care and control, while embedding a "Privacy by Design" approach across operations. Through continuous review and improvement, the County's PMP builds public trust and supports the safe and effective delivery of municipal services.

Administration asks that Council review the document on the County's website and receives it for information as presented.



## Agenda Item Report

### Regular Council Meeting

|   |   |
|---|---|
| <b>AIR Type:</b>  | Request for Decision  |
| <b>SUBJECT:</b>   | Adoption of the Updated “Welcome to Rural Clearwater County Resident Guide”   |
| <b>PRESENTATION DATE:</b>   | Tuesday, June 9, 2026   |
| <b>DEPARTMENT:</b><br><b>WRITTEN BY:</b><br><b>REVIEWED BY:</b>   | CAO Office<br>Djurdjica Tutic, Communications Coordinator<br>Rick Emmons, CAO   |
| <b>BUDGET CONSIDERATIONS:</b>   | <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept <input type="checkbox"/> Reallocation   |
| <b>LEGISLATIVE DIRECTION:</b>   | <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation <input type="checkbox"/> County Bylaw or Policy  |
| <b>Council Values</b>   |   |
| <br><b>Economic Prosperity</b><br>Grow our population and economy by attracting people, investment, businesses, and industry.                | <br><b>Cooperative Alliances</b><br>Work with our neighbours, our partners, and our communities to find ways to encourage economic growth. enhance our quality of life, and celebrate what makes us amazing. |
| <br><b>Environmental Stewardship</b><br>Responsibly maintain the physical spaces, on and below ground, within and surrounding County limits. | <br><b>Community Social Growth</b><br>Ensure the health and well-being of our communities and its residents.   |
|   | <br><b>Financial Responsibility</b><br>Reduce the fiscal burden of future Councils, as well as the community, for generations to come.   |
| <b>ATTACHMENTS:</b>   |   |
| <a href="#">FINAL DRAFT-WelcomeToRuralClearwaterCounty V3</a>   |   |

#### STAFF RECOMMENDATION:

That Council approve the updated “Welcome to Rural Clearwater County Resident Guide” as the official resident information guide for Clearwater County; and

That Administration be directed to:

1. Replace the previous version of the guide (formerly known as “The Clearwater County Code” / Guide to Rural Living) with the new document on the Clearwater County website and in all other official distribution channels; and
2. Make the updated guide available in both digital and print formats as required; and

That Administration be authorized to make such further updates and revisions to the Guide from time to time as may be necessary to ensure the information remains current and accurate (including updates to programs, services, contacts, and other operational details), without requiring further approval of Council.

## BACKGROUND:

The original “Clearwater County Code” (also referred to as the Guide to Rural Living) was adopted by Council in 2010. It was adopted from the historical “Code of the West” and provided practical information for residents and prospective buyers about rural living in Clearwater County.

The document received notable media attention shortly after adoption. In August 2010, a CBC News article titled “*County ‘code of the west’ includes manure warning*” highlighted sections warning about dust, manure odours, farm noise, and other realities of rural life. Some media coverage portrayed the guide as blunt or unfriendly to potential newcomers.

The updated “Welcome to Rural Clearwater County Resident Guide” is a comprehensive refresh of that original document. And, is the result of a multi-year initiative led by the Communications team, which began following the adoption of the County’s Municipal Development Plan (MDP) in 2023. Over the past several years, the Communications team has worked diligently to modernize and improve the document.

Key improvements include:

- Updated information reflecting the 2025 amalgamation with the Village of Caroline;
- More complete and current details across all County services and programs;
- A more modern, professional, and welcoming tone while still providing realistic expectations for rural living;
- Improved layout, visuals, and readability.

Administration recommends that Council formally adopt the updated guide and retire the 2010 version.



# Welcome to Rural Clearwater County

## Resident Guide



[clearwatercounty.ca](http://clearwatercounty.ca)



## TABLE OF CONTENTS

|  |    |
|--|----|
| Introduction .....                             | 3  |
| Clearwater County Background & Geography ..... | 4  |
| Government .....                               | 5  |
| Your Property .....                            | 6  |
| Emergency Management & Preparedness .....      | 9  |
| Utility Services .....                         | 11 |
| Mother Nature .....                            | 13 |
| Agriculture .....                              | 14 |
| Assessment & Taxation .....                    | 15 |
| Solid Waste & Recycling .....                  | 16 |
| Infrastructure & Capital Projects .....        | 17 |
| Planning & Development Process .....           | 18 |
| Business Approval .....                        | 19 |
| Economic Development .....                     | 19 |
| Industry .....                                 | 19 |
| Recreation & Community Services .....          | 20 |
| Tourism .....                                  | 22 |
| Get in Touch .....                             | 23 |
| Community Directory .....                      | 24 |
| Closing Remarks .....                          | 24 |

FINAL DRAFT FOR REVIEW





## Introduction

Explorers and traders, such as David Thompson, had an entrepreneurial spirit which set the mold for our modern-day community.

Although much has changed in the past century – with the addition of roads, buildings and industries – this area still retains its natural attractions and cultural treasures, offering opportunity to various industries and a wide-ranging community demographic.

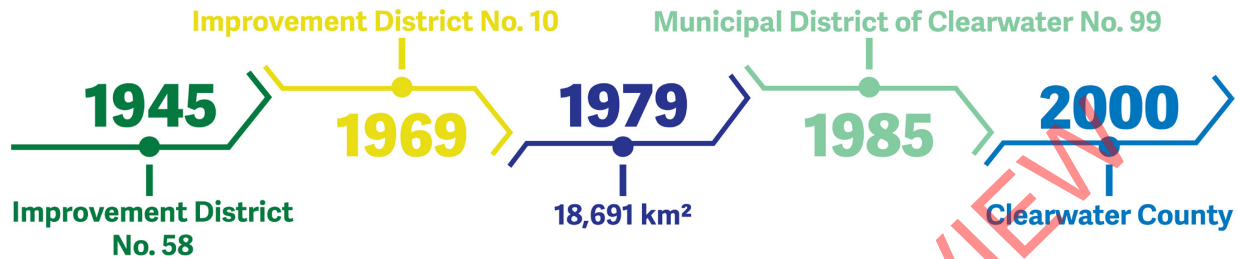
Today, this region is about the community working together for the betterment of the region and an improved quality of life.

The community spirit is very present in this region, with local events and activities hosted by various non-profit organizations and community groups.

This information guide offers tips on what to expect when living, purchasing property and/or building in Clearwater County. We are a rural community, and our residents understand that country life is different from that of a city or urban area.

Different segments of our community have differing needs and wants – from agriculture to industry and from the small to the large landowners – and we all need to live in harmony, respecting each other and coexisting peacefully alongside one another.

## Clearwater County Background & Geography



Clearwater County originally started as Improvement District No. 58, which was formed in 1945 by amalgamating several smaller improvement districts. In 1969, more amalgamations resulted in the creation of Improvement District No. 10, which then grew to the County's current size after adding additional lands in 1979. By 1985, Improvement District No. 10 had become the Municipal District of Clearwater No. 99.

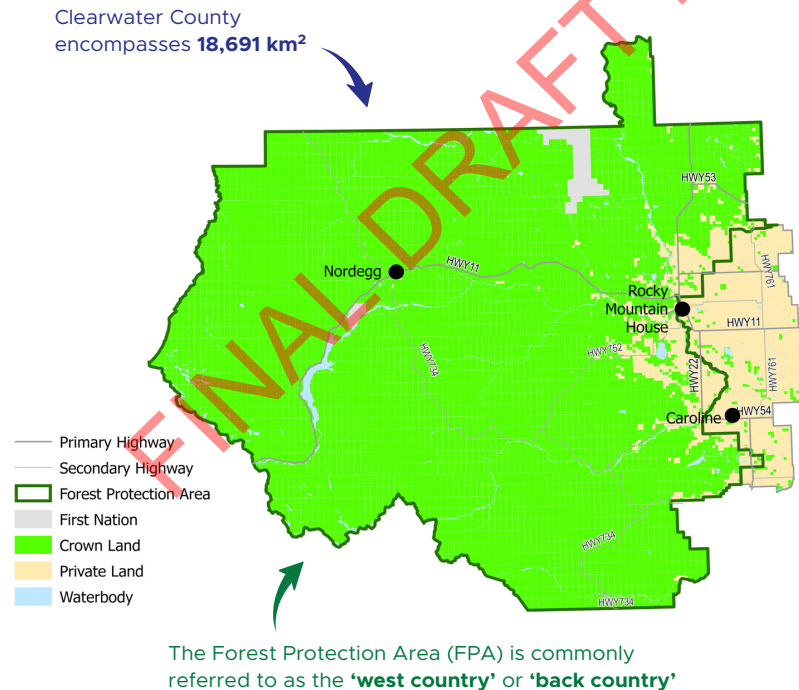
The name of the municipality was officially changed to Clearwater County in 2000.

Its northwest boundary is the Brazeau River and the southern boundary extends to the James River bridge. The landscape of the County can be described as boreal forest, transitioning into parkland to the east and foothills/mountainous terrain to the west, dispersed with numerous creeks, rivers and lakes with associated wetland areas.

As a municipal district in Central Alberta, the County spans a large land area of 18,691.65 km<sup>2</sup> (7,216.89 sq mi). The County has one-third of the community's population centred in the Town of Rocky Mountain House, in addition to the Summer Village of Burnstick Lake and three First Nations communities.

In 2025, Clearwater County amalgamated with the Village of Caroline. The new municipality maintained the original Clearwater County name and Caroline became a hamlet within the County, alongside the preexisting hamlets, Condor, Leslieville, Nordegg and Withrow.

Clearwater County is a corporation established by the provincial government. As such, the County is subject to federal and provincial laws.



\*See Page 10 to learn more about the FPA

## Government

Clearwater County is governed by a Council of elected officials. Each Councillor is elected by the residents of their ward. There are seven wards within the County.

Council is responsible for determining the level of service the County will provide to residents. This is accomplished through bylaws and policies, which are prepared by County administration at Council's request and subsequently approved by Council.

**COUNCIL MEETINGS** – Meetings take place in Council Chambers, at the main Administration Building: 4340 - 47 Avenue, Rocky Mountain House. Meetings are scheduled for the second and fourth Tuesdays of each month at 9 a.m., unless otherwise indicated.

Council, Committee of the Whole, and Council Committee (Broadband) meetings are recorded and livestreamed (with the exception of closed session meetings) for the public's viewing on the Clearwater

County YouTube channel.

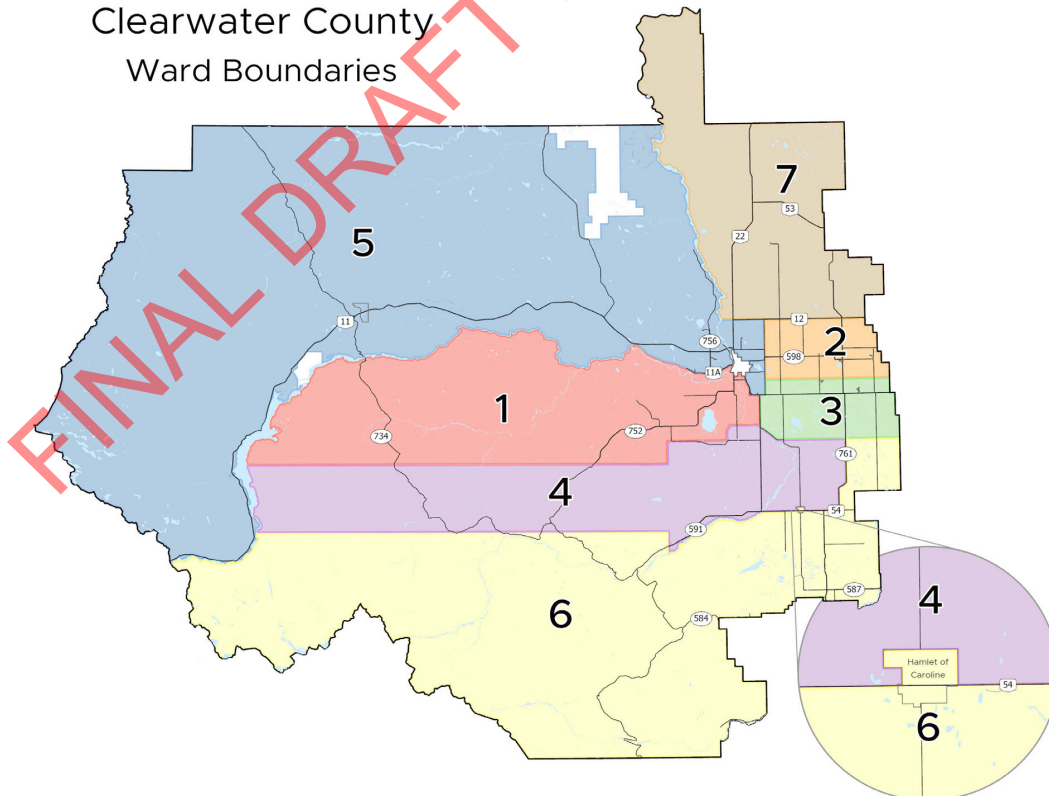
Visit our website for more information on the following topics:

- Council Strategic Plan
- Budget
- Policies & Bylaws

**MUNICIPAL ELECTION** – A municipal election is held every four years. Residents above the age of 18, who meet all of the requirements to vote (full time residents), can vote for their ward representative. The winning candidate for each ward will be sworn in at the organizational Council meeting at the beginning of Council's four-year term.

In Clearwater County, the Reeve is the representative for Council and the municipality. The Reeve is elected by their fellow Council members at each organizational meeting, every October.

Clearwater County  
Ward Boundaries



## Your Property

There are many issues that can affect your property. It is important to research these items before purchasing land, or making improvements. Please check with the Clearwater County Planning & Development Department to confirm what is allowed to be built and where on each property.

**BUILDING PERMITS** – Provincial legislation requires a building permit for the construction of residences and buildings. Provincial requirements regulate property and its uses including potable water supply and sewage disposal systems. As well, additional permits are often required from other agencies, such as Alberta Transportation or Alberta Environment. Before commencing construction, be sure you have obtained the appropriate permits.

In most cases, the County also requires a development permit as well. These permitting processes help assure that your proposed project conforms to applicable bylaws and statutory plans, including setbacks and minimum frontage from property boundaries, and that it follows land use district requirements.

**EASEMENTS** – Easements may require you to allow construction and maintenance of roads, power lines, water lines, sewer lines, etc. across your land. There may be easements that are not on record. Check these issues carefully.

**PROPERTY LINES/SURVEY** – Fences that separate properties are often misaligned with the property line. You can confirm the location of your property lines through a survey of the land. Property line disputes are a civil matter that the County does not become involved in.



**CONDITIONS/RESTRICTIONS** – Many multi-lot subdivisions and planned unit developments have restrictive covenants that limit the use of the property. It is important to obtain a copy of the covenants (or confirm that there are none) to ensure they are compatible with your lifestyle. These are similar to a homeowners association and are managed by the developer and the landowners within the subdivision as a whole, and not by Clearwater County.

**DUST** – Traffic on unpaved roads generates dust. Clearwater County may treat some roads to suppress the dust. In other cases, residents can enter into a cost-sharing agreement to reduce dust in front of their property, but “road dust” is still a part of life for most rural residents.

**FUTURE OF ADJACENT PROPERTY** – Surrounding properties may not remain as they are indefinitely. As property ownership changes, so might the owner’s plans for that property. Provincial and municipal legislation set out processes and requirements that are to be followed on how property might be developed. While there are limitations on what types of land uses may occur and where development might be situated on the property, it is important to respect the landowner’s right to explore these options. You can check with the Planning & Development Department to find out how properties are designated and see what future developments may be in the planning stages.

**APPROACHES** – If a new approach is required for a property, an application will need to be submitted to Clearwater County’s Public Works Department to approve the location and construction standards. Approaches must meet required distances from other approaches, intersections and required sightlines.

## Considerations for Rural Living

Due to the size and diverse landscape of Clearwater County, some areas may be more challenging to access and/or maintain.

**EMERGENCY RESPONSE** – Emergency response time cannot be guaranteed and is dependent on distance of travel and availability of resources. Fire stations are not staffed. Rather, firefighters with Clearwater Regional Fire Rescue Services are paid-on-call and must travel to the fire station before they can be dispatched.

**LEGAL ACCESS** – There can be problems with the legal aspects of access, especially if you gain access across property belonging to others, such as oil lease roads. Obtain legal advice and understand the easements that may be necessary when these types of questions arise. Remember that easements are not legal access for purpose of subdivision and discretionary development approval.

**ROAD MAINTENANCE** – Clearwater County repairs and maintains around 2,248 kilometres of roads, of which approximately 374 kilometres are paved. There are also some County roads that are not maintained by the County, which means no grading or snow plowing. Make sure you know what type of maintenance to expect and who will provide that maintenance.

Private internal roads and driveways are the

responsibility of the landowner. Determine if you will be responsible for your road before purchasing a property. Residents served by private roads and/or bridges may be responsible for the cost of repairs and/or reconstruction after floods or for required maintenance over time.

Numbered provincial highways are maintained by Alberta Transportation and its contractors.

**SNOW REMOVAL** – Snow removal on municipal roads typically takes place within 96 hours of the end of a snowfall. Please use caution when approaching graders and snow plows from behind. Maintain a safe following distance and only pass when it is safe to do so.

Snow removal on private roads is the responsibility of the landowner. Snow must not be moved from your property/driveway onto Clearwater County right-of-ways, whether it is a paved or gravel road, as this creates a safety hazard. It also contravenes municipal bylaw.

Snow removal on numbered provincial highways is the responsibility of Alberta Transportation and its contractors.

**SCHOOL BUSES** – School buses travel only on maintained County roads that have been designated as school bus routes by the school district. You may need to drive your children to the nearest County road so they can get to school. Information on school bus service may be obtained from the Wild Rose School Division or Red Deer Catholic Regional School Division.



## Know Your Rural Address

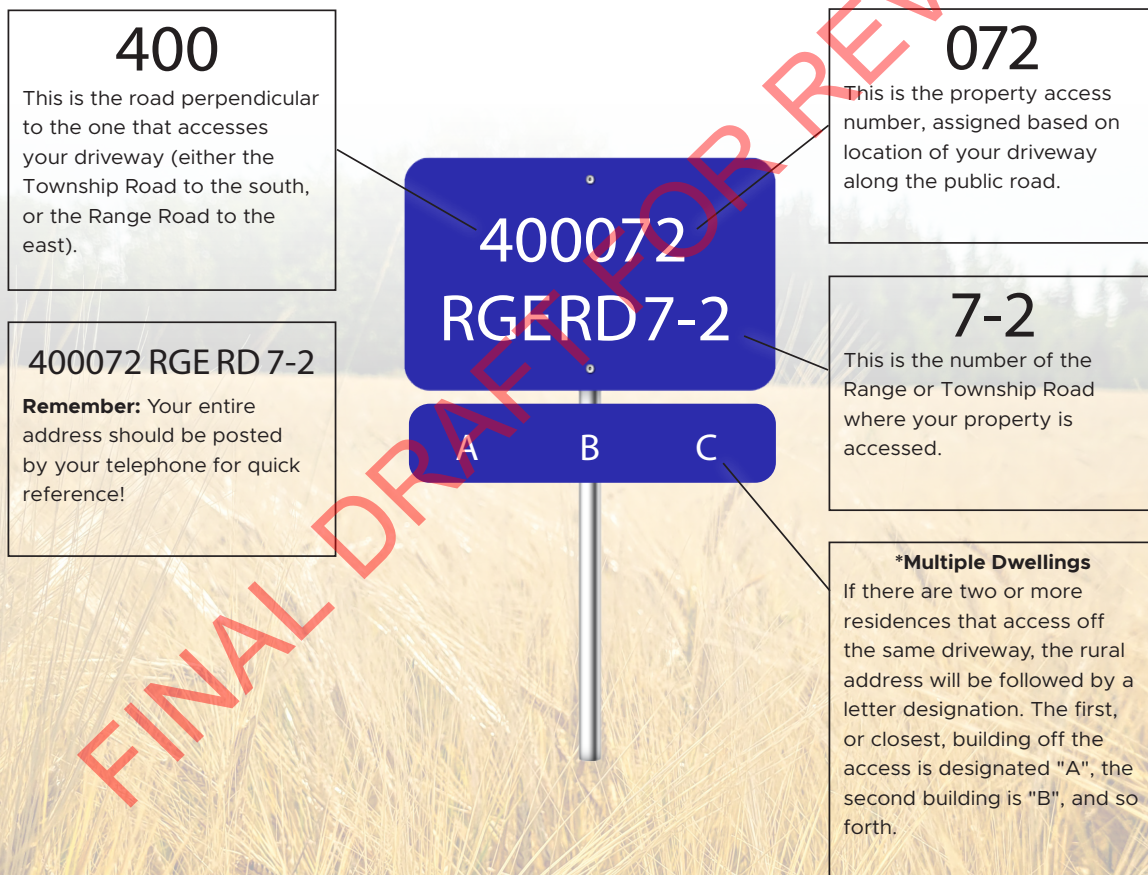
Rural addressing is a standard system of identifying and locating rural properties within Clearwater County. It is also widely used throughout other municipalities in Alberta.

Your rural address also allows 911 operators to help fire, police and ambulance services find your home in the event of an emergency. Always keep your entire

address posted by your telephone for quick relay to dispatch.

Blue rural address signs are installed by Clearwater County. It is the landowner's responsibility to keep it in good repair, and clearly visible from the public road.

For more information on rural addressing, visit the County website.



## Emergency Management & Preparedness

Emergency Services enhance quality of life and provide a secure and safe environment for residents, businesses and visitors.

Emergency Services maintained by Clearwater County include:

- Clearwater Regional Fire Rescue Services (CRFRS)
  - » CRFRS is a regional service that provides fire suppression, vehicle rescue, medical response, water/ice rescue and public education.
  - » Fire stations are located in Leslieville (Station 10), Condor (Station 20), Caroline (Station 30), Nordegg (Station 50) and Rocky Mountain House (Station 60).
- Community Peace Officers (CPOs)
  - » CPOs provide education and enforcement programs to ensure traffic safety and infrastructure protection.
- Regional Emergency Management (planning, training, responding)
- Inter-agency partnerships with RCMP, EMS, Search and Rescue and other municipal emergency services providers.

**PERSONAL EMERGENCY PREPAREDNESS** – In the event of an emergency (extreme weather, fire, flooding, etc.), some services may be delayed, like snow plowing or ambulance. If you require in-home care, please understand immediate service is not going to be available in all instances. Always be prepared to be self-sufficient for at least 72 hours. All residents are encouraged to have a basic emergency kit. For more information on how to prepare your emergency kit, visit [www.getprepared.ca](http://www.getprepared.ca).

**EMERGENCY MANAGEMENT PLAN** – Clearwater County maintains an emergency management plan for large-scale disasters which includes planning and allocating resources to prevent, prepare for, respond to and recover from disasters.

Emergency management also means training for

emergency responders, provision of public awareness programs, liaison with other emergency management agencies and development of practical emergency response plans.

### COMMUNICATION DURING AN EMERGENCY –

The following apps for IOS and Android devices provide important and up-to-date information during emergencies:



#### Alberta Emergency Alert app

Issues warnings so you can take action in the event of an emergency or disaster.



#### Alberta Wildfire app

Shows where wildfires are burning and provides updated information on wildfires and conditions across Alberta.



#### Clearwater County app

During local emergencies, Clearwater County updates the public regularly with information on its social media pages, website and mobile app.

**FIRESMART** – FireSmart Alberta provides the tools and resources needed to help Albertans reduce the risk and negative impact of wildfires. These tools help protect homes, neighbourhoods, communities and the province. Explore FireSmart practices online at [www.firesmartalberta.ca](http://www.firesmartalberta.ca).



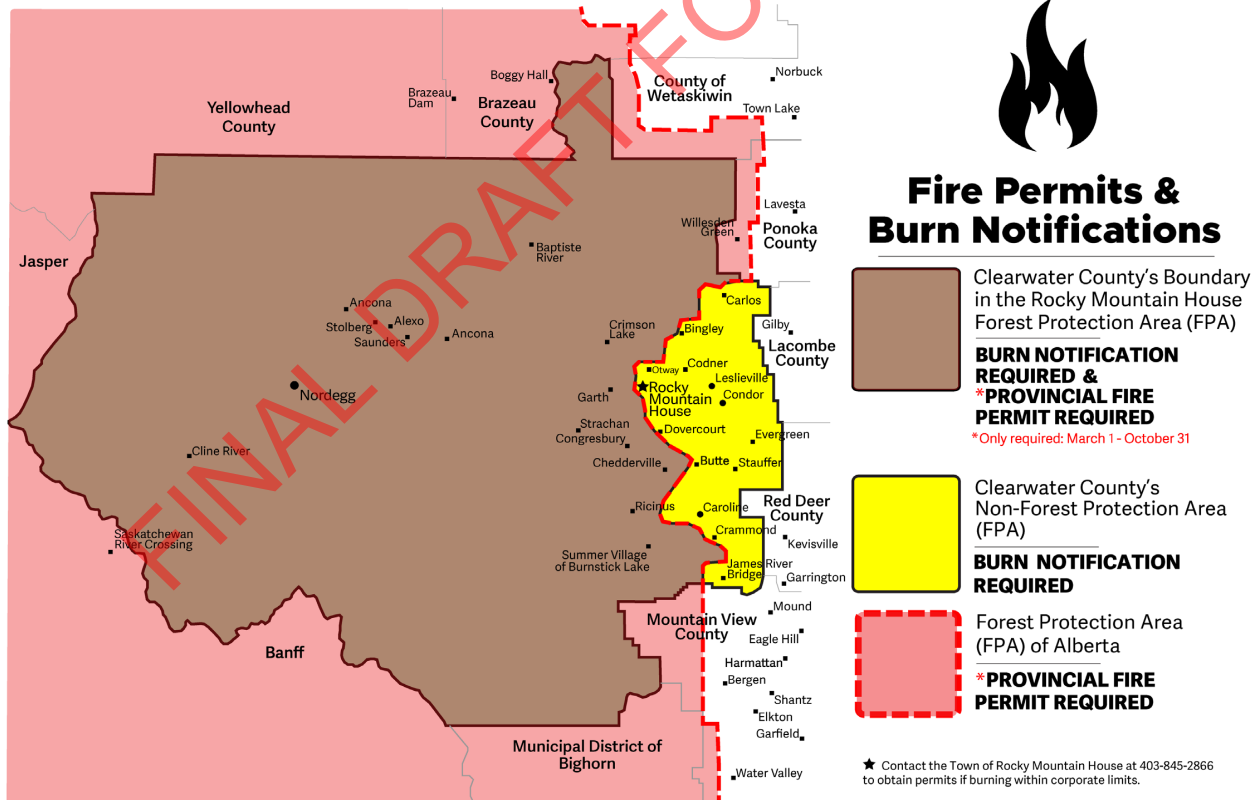
## Emergency Management & Preparedness – Cont.

**BURN NOTIFICATIONS & FIRE PERMITS** – Burn notifications are utilized in Clearwater County year-round. These notifications are used to inform Clearwater Regional Fire Rescue Services (CRFRS) of a controlled burn to prevent the unnecessary dispatching of resources.

Burn notifications are free of charge and required year-round in Clearwater County. Burn notifications can be completed on the Clearwater County website.

**FIRE PERMITS IN THE FOREST PROTECTION AREA OF CLEARWATER COUNTY** – Approximately 85 per cent of Clearwater County is in the Rocky Mountain House Forest Area. During Wildfire Season, March 1 to October 31, Alberta Wildfire is the governing jurisdiction for this area for burn permits and fire ban status. All burning activities in Alberta's Forest Protection Area (FPA), excluding campfires, require a fire permit.

Fire permits in the FPA are free and can be obtained online or by contacting your local Alberta Agriculture and Forestry office. To obtain an online permit, visit [www.alberta.ca/get-a-fire-permit](http://www.alberta.ca/get-a-fire-permit) or you can contact the provincial Rocky Mountain House Forest Area office at 403-845-8250.



## Utility Services

Water, sewer, electric, telephone and other services may be unavailable or may not operate at urban standards. Repairs can often take much longer than in towns and cities. Check with local service providers for more information and be sure to call Alberta One Call (1-800-242-3447) and Alberta 2nd Call (1-888-632-2122) to locate all utilities BEFORE you dig, build, tear down, demolish or disturb existing improvements or ground.

**ELECTRIC SERVICE** – Electric service is generally available to most areas of Clearwater County, but it is important to determine the proximity of electrical power. It can be expensive to extend power lines to remote areas. It may be necessary to cross property owned by others in order to extend electric service to your property in the most cost-efficient manner. It is important to make sure that the proper easements are in place to allow lines to be built to your property. If you have special power requirements, it is important to know what level of service can be provided to your property.

If you are purchasing land with the plan to build at a future date, there is a possibility that electric lines (and other utilities) may not be large enough to accommodate you if others connect during the time

you wait to build. Make sure you inquire about the potential future of the area with this in mind.

Albertans have the freedom to choose their electricity provider. For further information, visit [www.ucahelps.alberta.ca](http://www.ucahelps.alberta.ca).

**POWER OUTAGES** – Power outages can occur in outlying areas. A loss of electric power can interrupt your supply of water from a well. You may also lose food in freezers or refrigerators from spoilage. Power outages or fluctuations can cause problems with computers as well. It is a good idea to be equipped to survive for up to a week in the cold, with no utilities, if you live in the country.

**TELEPHONE/INTERNET SERVICE** – Rural telephone and internet services range from full service to no service at all. Due to mountainous areas and tree coverage, cellular phones will not work in all areas.

Clearwater County is undertaking a multi-year broadband infrastructure project to help improve access to high-speed internet across the County. For construction updates, maps, and information about current or future phases, visit the project website at [market.cwcbb.ca](http://market.cwcbb.ca).





## Utility Services – Cont.

**SEWER/SEPTIC SERVICE** – Municipal sewer service is not available in most rural areas. If sewer service is not available, you will need to use an approved septic system or other treatment process.

Recent changes in provincial regulations may affect the type of system you will have to install and whether you may have to upgrade or change your private septic system in the future.

Check the [Alberta Private Sewage Systems Standards of Practice](#) for guidelines or discuss with an agency approved by Alberta Municipal Affairs. Further information can be found on the County website.

**WATER** – Municipal water service is not available in most areas of the County. You will have to locate an alternative supply, most commonly a water well.

Wells come with drilling and pumping costs. The quality and quantity of well water can vary considerably from location to location and from season to season.

Not all wells can be used for irrigation and/or watering livestock. Licenses from Alberta Environment may be required. If you have needs other than for your household, make certain that you have the proper approvals before you invest. It is advised that you review water issues for your property very carefully, through Alberta Environment.

**WASTE REMOVAL** – Clearwater County does not provide household waste removal, with the exception of Caroline residents who receive curbside pick-up. You will need to haul your household waste and recyclables to the landfill or one of several transfer sites within Clearwater County. It is illegal to create your own trash dump, even on your own land.

## Mother Nature

Clearwater County is an eastern slopes community, meaning it is located close to the Rocky Mountains. There can be extremes in weather and topography. Here are some thoughts for you to consider:

**CHARACTERISTICS OF PROPERTY** – The physical characteristics of your property can be positive and negative. Trees are a wonderful environmental amenity, but can also increase the risk to your property during a forest fire. If you start a forest fire, you are responsible for paying for the cost of extinguishing that fire.

**STEEP SLOPES** – Steep slopes can slide in unusually wet weather or due to groundwater springs. Large rocks can also roll down steep slopes and present a great danger to people and property.

**SOILS** – Expansive soils, such as Bentonite Clay, can buckle concrete foundations and twist steel beams. You can find out the soil conditions on your property if you have a soil test performed.

**TOPOGRAPHY** – The topography of the land can tell you where the water will go in the case of heavy precipitation. Take this into consideration when deciding where to build.

**WILDLIFE** – Nature can provide you with some wonderful neighbours. However, even harmless animals like deer can cross the road unexpectedly and cause traffic accidents. Much of Clearwater County is the traditional habitat of coyotes, cougars, bears and other animals that can be dangerous and you need to know how to deal with them. In general, it is best to enjoy wildlife from a distance and know that if you do not handle your pets and trash properly, it could cause problems for you and the wildlife.

Mountain View BearSmart Society is a partnership between Mountain View County and Clearwater County. They promote BearSmart practices to reduce human-bear conflicts and document bear sightings.

Report bear sightings by email to [sightings@mountainviewbearsmart.com](mailto:sightings@mountainviewbearsmart.com).



## Agriculture

Owning rural land means knowing how to care for it and how your neighbours use it. There are a few things you need to know:

**AGRICULTURAL PRODUCERS** – Agriculture is an important industry in Clearwater County. Alberta has “Right to Farm” legislation that protects farmers and ranchers from nuisance and liability lawsuits. It enables them to continue producing food and fibre.

Living on a farm, or next to one, comes with certain smells, sights and noises. While smelly manure and bawling cattle can be disruptive, it’s important to remember this is all a part of living rurally.

Farmers often work around the clock, especially during planting and harvest time. Crops are often sprayed, swathed or harvested early in the morning or through the night. Farm equipment may also be on the move on local roads. Drive safely and only pass farm equipment when it is safe to do so.

To keep livestock safe, farmers have the right to protect their animals from other animals, be it predators or roaming dogs. Teach your pets to stay on your property and build good rapport with your neighbours so you are familiar with each other’s animals.

**NOXIOUS WEEDS** – Before buying land, you should know if there is a presence of noxious weeds or regulated pests. It is the landowner’s responsibility to meet legislative control measures of regulated weeds and/or pests. Both can be expensive and very time-consuming to control. Some plants may be poisonous to livestock and could impact human health. Inquiring

through the Agriculture & Community Services Department or obtaining a Property Information Request Form can ease your mind, save you money and time.

**AGRICULTURE AND COMMUNITY SERVICES** – Clearwater County’s Agriculture and Community Services Department offers a range of programs for agricultural producers. Staff have a wealth of knowledge to share, from identifying and controlling invasive weeds, to feed testing for nutrition and helping producers apply for funding.

**WEED & PEST CONTROL** – Clearwater County’s Weed Extension Program aims to protect land from degradation and loss of production due to the spread and establishment of invasive plants.

Weed and Pest Technicians work with landowners to control weeds and pests in accordance with the *Alberta Weed Control Act* and *Agricultural Pests Act*. This is accomplished through education and awareness. In cases of non-compliance, the Agricultural Service Board (ASB) approves staff to issue notices. These notices outline the weed control expectations, as well as the time frame to meet those expectations. Some weeds of concern in Clearwater County are tall buttercup, wild caraway and ox-eye daisies. Pests include clubroot of canola and fusarium.

**VEGETATION MANAGEMENT** – Clearwater County Agriculture and Community Services provides vegetation management, such as roadside brush clearing, as well as roadside spraying, seeding and mowing.

Explore other agriculture programs and services on the County website.



## Assessment & Taxation

The Government of Alberta has guidelines for property assessment to ensure that all property owners pay their fair share of property taxes.

By legislation, Clearwater County collects only enough taxes to support its programs and services. It cannot collect more, and it cannot collect less. Service level is determined by Council, so they determine which projects will take priority and be budgeted for.

Clearwater County distributes property tax notices in late May every year and asks property owners to pay their taxes in full by the September deadline to avoid late-payment penalties. Non-receipt of your property tax bill does not exempt you from penalty due to late payment.

**TAX INSTALLMENT PAYMENT PLAN** – Clearwater County has a Tax Installment Payment Plan (TIPP), which allows you to pay your property taxes on a monthly basis instead of one annual payment.



### HOW DO PROPERTY TAXES WORK?

Property taxes are the primary means by which Canadian municipalities, and Clearwater County in particular, pay for:

- building and maintenance of roads and bridges;
- controlling agricultural pests and weeds;
- the provision of fire, ambulance and emergency services;
- seniors lodging;
- waste management;
- water and sewer services;
- recreation facilities, parks and campgrounds; and
- countless other services provided on behalf of citizens.

Property taxes are a way of fairly distributing the cost of providing local government services among ratepayers and businesses that use them.

Clearwater County's assessors work diligently to [clearwatercounty.ca](http://clearwatercounty.ca)

value property as fairly as possible in relation to similar property and provincial regulations and guidelines.

Property tax is calculated and billed annually using the property's assessed value, as found on your property assessment notice, and the Council-approved property tax rate for your class of property in the appropriate region. Check the Property Tax Calculator on the County website to estimate breakdown of your property taxes.

The property tax system has two parts:

- Assessing the value of your property (completed by Clearwater County's Assessment Department).
- Setting the annual tax rate (set annually by Council based upon the County's budget, as developed by the County's finance team).

The Government of Alberta determines the criteria under which property assessment takes place. The criteria are dependent upon the type of property being assessed.

The municipal tax rate is set by Clearwater County Council annually. The overall tax rate is comprised of four different tax rates:

- 1. Municipal Tax:** Set by Clearwater County Council. This is the only revenue generated by the municipality.
- 2. School Tax:** The provincial government establishes the Educational Tax Rate, where Clearwater County is required to collect the education/school taxes on behalf of Alberta Education (**the County has no jurisdiction in setting this tax rate**).
- 3. Seniors Foundation:** Seniors tax is collected on behalf of Westview Lodge in Rocky Mountain House and the requisitioned amount is shared between Clearwater County and the Town of Rocky Mountain House.
- 4. Uncollectible School:** This is the amount of tax dollars that were not collected the previous year, but paid to Alberta Education.

|   |          |   |          |                                       |
|---|----------|---|----------|---------------------------------------|
| <b>Property<br/>Assessment<br/>Value (\$)</b> | <b>x</b> | <b>Tax Rate<br/>(Class of<br/>Property)</b> | <b>=</b> | <b>Municipal<br/>Property<br/>Tax</b> |
|---|----------|---|----------|---------------------------------------|

## Solid Waste & Recycling

**TRANSFER STATIONS** – Clearwater County operates 10 solid waste and recycling locations, or transfer stations. Residents of Clearwater County can access these facilities with a Solid Waste Disposal Access Card. Application forms are available on the County website.

Transfer stations within Clearwater County include: Temporary Central, Everdell, Cow Lake, Crammond, Caroline, Crossroads, Cline, Leslieville, Nordegg and Faraway.

**LANDFILL** – The Regional Landfill is located northwest of Rocky, off of Highway 11. Any loads that are larger than a half ton box sized load must go to the Regional Landfill for disposal.

### RULES & GUIDELINES FOR WASTE DISPOSAL:

- All vehicles must check in with station attendant at window.
- Children must remain in the vehicle at all times when disposing of waste or recycling goods.
- All freon appliances are \$20.00 each for freon removal. This also includes water coolers, refrigerators and freezers.
- All herbicide and pesticide containers must be triple rinsed. No exceptions.
- Ashes, concrete and animal carcasses are only accepted at the Regional Landfill.

|                           | Temporary Central | Regional Landfill | Everdell | Cow Lake | Crammond | Caroline | Leslieville | Crossroads | Cline | Nordegg | Faraway |
|---------------------------|-------------------|-------------------|----------|----------|----------|----------|-------------|------------|-------|---------|---------|
| Bagged Garbage            | ✓                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | ✓     | ✓       | ✓       |
| Bulk Loads                | X                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | ✓     | ✓       | ✓       |
| Newsprint                 | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Mixed Plastics            | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Cardboard                 | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Mixed Paper               | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Office Paper              | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Bulk Metals               | ✓                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Tin Cans                  | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Glass                     | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Household Hazardous Waste | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Tires                     | ✓                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Yard Waste                | ✓                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | X       |
| Wood Waste                | X                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | X       |
| Electronic Waste          | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Batteries                 | ✓                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |
| Propane Bottles           | ✓                 | X                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | ✓     | ✓       | ✓       |
| Pesticide Containers      | X                 | X                 | ✓        | X        | X        | ✓        | ✓           | ✓          | X     | X       | X       |
| Freon Appliances          | ✓                 | ✓                 | ✓        | ✓        | ✓        | ✓        | ✓           | ✓          | X     | ✓       | ✓       |



## Infrastructure & Capital Projects

Clearwater County's infrastructure consists of 2,248 km of roadway, with 1,874 km of gravel road and 374 km of surfaced road, along with 168 bridges and bridge culverts.

Along with the road and bridge structures, Clearwater County also maintains four sewer systems located in Nordegg, Leslieville, Condor and Caroline.

All numbered provincial highways and are maintained by Alberta Transportation and its contractors. In our area, that includes highways 11, 12, 22, 53, 54, 587, 591, 752, 761. To view a complete maintenance area map, visit [www.alberta.ca/highway-maintenance](http://www.alberta.ca/highway-maintenance).

**MUNICIPAL OWNED FACILITIES** – Clearwater County owns and maintains a total of 41 buildings. These facilities are located within Condor, Caroline, Leslieville, Nordegg, Rocky Mountain House, NE 03-40-07-W5M and NE 12-39-06-W5M.

**PUBLIC WORKS** – Public Works is the largest department in Clearwater County. Public Works is organized into two departments: Operations and Infrastructure. Public Works Infrastructure refers to physical assets and facilities that support municipal services.

[clearwatercounty.ca](http://clearwatercounty.ca)

The Public Works Department provides monthly updates on capital projects. These updates are available on the Clearwater County website and official social media channels. For these updates and more, visit [www.clearwatercounty.ca/news](http://www.clearwatercounty.ca/news).

**SERVICES** provided by Public Works Infrastructure include:

- New Capital Infrastructure Projects
- Road Use Permitting & Industry Approval
- Gravel Road Rehabilitation
- Asphalt Overlay
- Base Pave
- Nordegg Development
- Bridge Replacement
- Facilities

**SERVICES** provided by Public Works Operations include:

- Utilities and Maintenance
- Surfaced Roads
- Microsurfacing
- Asphalt Repairs & Crack Seal
- Snow Removal
- Gravel Roads
- Solid Waste and Recycling
- Caroline Operations
- Nordegg Operations

## Planning & Development Process

Development in Clearwater County is guided by County statutory documents, the Land Use Bylaw and policy.

**STATUTORY PLANS** – Municipalities enact statutory plans to guide future development and to facilitate local planning. Statutory plans include:

- a Municipal Development Plan (MDP) (for the County as a whole),
- an Intermunicipal Development Plan (a joint plan for adjacent municipalities), and
- an Area Structure Plan (a plan for a new community).

A statutory plan must meet requirements for public notification or engagement, and is adopted by Council bylaw.

**LAND USE BYLAW** – A Land Use Bylaw (LUB) is a regulatory tool that outlines the rules for the development and use of land and buildings within Clearwater County for each land use district (i.e. zoning). The LUB identifies the process and authority for land use redesignations, subdivision and development permit applications.

**MUNICIPAL GOVERNMENT ACT** – Alberta’s Municipal Government Act (MGA) requires all municipalities in

Alberta to have a LUB and MDP. The MGA provides guidance on what is included in a LUB and MDP, but it is up to the individual municipalities to create and administer their own documents.

**APPLICATIONS** – Planning and Development staff review and process development related applications, proposed subdivision applications and applications to redesignate land. They are knowledgeable in matters including permits, land use, property lines, future development plans for specific areas, access to properties and various bylaws regarding land usage.

Whether you wish to subdivide your property, build a new house, shop or other structure, or you wish to start a business in Clearwater County, Planning and Development staff can help.

For more information, call 403-845-4444 or email [planning@clearwatercounty.ca](mailto:planning@clearwatercounty.ca).

### FAQ: Do I need a development permit?

**A:** On residential parcels, any building larger than 250 square feet, including a building on skids, requires development approval. On agricultural parcels, farming and non-residential farm buildings are “deemed approved” and do not require a development permit, but setbacks do apply. All residences, including mobile homes, and buildings used for non-agricultural purposes require a development permit.

### Your Development Permit...

A development permit considers the **what** and **where** of a potential project, including the use.

By consulting the Land Use Bylaw and other regulations, the County’s Planning Staff reviews proposed applications. They look at details like allowable land use in the area, impacts to nearby properties, setbacks, and more. If approved, the applicant receives their development permit. If they also need a building permit, they must **first** be approved for a development permit.

### ... is not a Building Permit

The land owner/applicant is required to apply for a building permit from an accredited agency approved by the *Alberta Safety Codes Council*. The agency will use the regulations of the *Alberta Building Code* to review the application.

If approved, the applicant receives their building permit and may go ahead with construction.

**Clearwater County does not handle building permits.**

Welcome to Rural **Clearwater County**

## Business Approval

Clearwater County does not issue business licenses. The operation of a business in Clearwater County requires approval through the development permit application process.

This process includes submitting a development permit application for the consideration of planning administration or the Municipal Planning Commission (MPC), as well as an appeal period.

For more information, visit the County website or contact Clearwater County Planning and Development department at 403-845-4444 or [planning@clearwatercounty.ca](mailto:planning@clearwatercounty.ca).

## Industry

Rural municipalities typically do not provide the same level of service that urban municipalities provide. Clearwater County is home to a wide range of industries including timber, oil and gas, agriculture, sand and gravel, technology, manufacturing and tourism.

Even though you pay property taxes to the County, the amount of tax collected does not necessarily cover the cost of the services provided to rural residents. We are all fortunate to share in services that are funded, in no small part, by the taxes paid by industry.



## Recreation & Community Services

Clearwater County provides a variety of recreation and community services, including grant funding.

**ANIMAL CONTROL** – The County administers and enforces the Dog Control Bylaw to enhance public safety and quality of life. The vast majority of this service is provided in hamlets and subdivisions.

**COMMUNITY HALLS** – Clearwater County provides funding and support to local halls by providing them with liability insurance coverage, as well as annually budgeting funds for grants to help with both operational and capital cost requirements.

**COMMUNITY ORGANIZATIONS** – Funding is provided to community groups that provide health and quality of life benefits, as well as supporting economic development. This includes groups like Clearwater Regional Family and Community Support Services (FCSS), local libraries and medical facilities. Funding is also provided for a variety of community events.

**CEMETERIES** – Voluntary services and funding are provided for all 11 active community cemeteries within the County. Additionally, the County takes charge of the management and operation of the Caroline Cemetery and Nordegg Cemetery.

**SENIOR GROUPS** – Many seniors groups benefit from this program in the form of operation and transportation grants. Clearwater County provides funding to seniors groups in Rocky, Caroline and Leslieville.

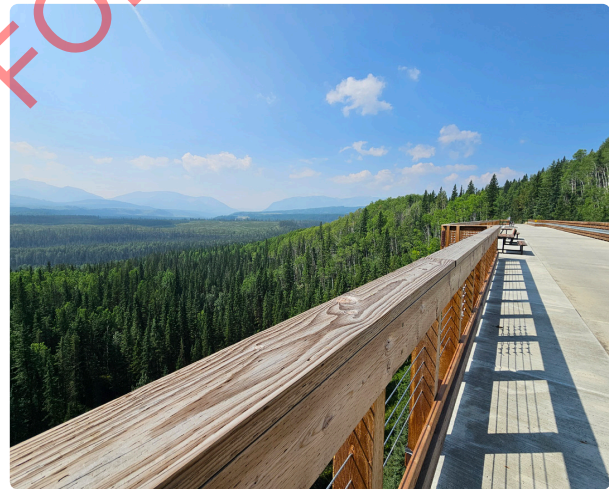
**RECREATION FUNDING** – The County shares recreation funding with the Town of Rocky Mountain House on a 50-50 basis. To ensure all areas of the County are covered for recreational grant funding, the County has established four recreational areas outside of the Town of Rocky Mountain House, which are governed by the North Saskatchewan, Raven, David Thompson and Nordegg recreation boards.

**ROADSIDE CLEANUP PROGRAM** – This annual campaign is open to community groups to earn funding by cleaning a section of roadside. Participants

contribute to a cleaner environment, experience a sense of accomplishment and raise funds for their group or club's activities.

**CAMPGROUNDS & TRAILS** – The County has four recreational leases from the Province and is responsible for managing campgrounds within each lease (Burnstick Lake, Caroline Municipal, Cowboy Trail and Cow Lake Campgrounds). Clearwater County also owns the Upper Shunda Creek Campground at Nordegg.

The Nordegg Rail Trail is a multi-user trail system along an abandoned rail line. Early development of the trail was due to a successful partnership between the Clearwater County and the Province of Alberta. To date, the Nordegg to Harlech section has been completed, which includes the newly revitalized Taunton Bridge. This project is managed by the Government of Alberta.



**BEARSMART PROGRAM** – Mountain View BearSmart Society is a collaboration between Clearwater County, Mountain View County and Alberta Environment and Parks. It educates landowners and visitors about managing wildlife conflicts. People are encouraged to report wildlife sightings so bear and cougar activity can be mapped in the area.

**INDIGENOUS PARTNERSHIPS** – Clearwater County supports local events and partnerships with First Nations and Indigenous communities.

## Recreation & Community Services – Cont.

**HERITAGE** – The County leases the historic Brazeau Collieries Mine Site in Nordegg from the Province. Tours are available to the public during the summer season, from the May long weekend to the September long weekend.

The Nordegg Discovery Centre is also open during the summer. It houses the Visitor Information Desk, a redesigned exhibit, *Among Clear Waters: Stories of This Place*, and the Nordegg Public Library (open all year). For more information, visit [www.clearwatercounty.ca/NDC](http://www.clearwatercounty.ca/NDC).



Nordegg Discovery Centre exhibit



Brazeau Collieries mine site

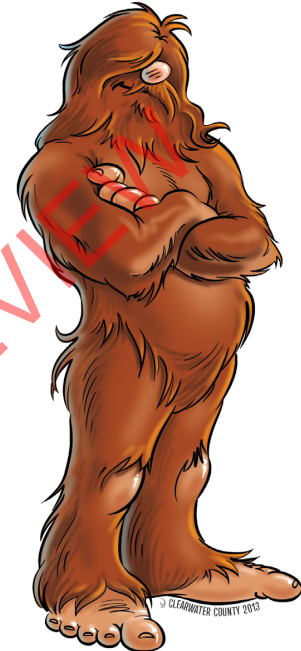
**SASQUATCH AND PARTNERS** – The Sasquatch and Partners initiative began in 2013 as a collaboration between Clearwater County, industry and local provincial government staff as a way to encourage visitors and citizens of Clearwater County to enjoy our backyard with respect.

Sasquatch's message of respect and ecological stewardship in the west country focuses on building a sense of community pride and ownership by residents, workers and visitors.

When recreating in Clearwater County and neighbouring recreational hot-spots, keep an eye out for Sasquatch signs and messaging.

### Sasquatch-Approved Recreation:

- Pack out all garbage and recycling.
- Control your campfire and make sure it is out when you leave.
- Keep campsites a minimum of 50 metres from oil and gas facilities.
- Stay on existing trails and share trails with others.
- Respect wildlife and the upland and lowland areas where they live.
- Respect livestock, such as cattle and horses.



Welcome to Rural **Clearwater County**

## Tourism

Clearwater County is part of the David Thompson Country Tourism Region.

This regional tourism partnership encompasses Rocky Mountain House, Caroline and Nordegg and aims to promote the natural wonders located throughout Clearwater County and the unique small businesses that compliment them.

Highlights include Abraham Lake, Crimson Lake, Crescent Falls, Siffleur Falls and the Ya Ha Tinda.

Additionally, there is much more to explore along the Forestry Trunk Road, like Provincial Parks and Provincial Recreation Areas. Popular attractions include Peppers Lake, Ram Falls and Hummingbird.

From trails among the mountains, to waterfalls nestled in the forest, the area offers much for

spectacular scenery and cultural history for those who dare to explore.

For more information, visit the David Thompson Country website at [www.davidthompsoncountry.ca](http://www.davidthompsoncountry.ca), or follow @davidthompsoncountry on social media.



**DAVID THOMPSON COUNTRY**  
CHALLENGE YOUR INNER EXPLORER





## Get in Touch

### Clearwater County Address

4340 - 47 Avenue  
Box 550  
Rocky Mountain House, AB T4T 1A4

**Phone:** 403-845-4444

**Fax:** 403-845-7330

**E-mail:** [admin@clearwatercounty.ca](mailto:admin@clearwatercounty.ca)

**After Hours Number** (for emergencies only):  
403-844-8500

### Office Hours:

Monday-Friday: 8:00 AM - 4:30 PM  
Saturday: Closed  
Sunday: Closed  
Statutory Holidays: Closed

### STAY UP-TO-DATE:

Clearwater County Website  
[www.clearwatercounty.ca](http://www.clearwatercounty.ca)



Clearwater County App



@ClearwaterCnty



@ClearwaterCnty



@ClearwaterCounty

Council Meeting Portal  
<https://clearwatercounty.civicweb.net/Portal/>

Quarterly Highlights Newsletter (mailed to residents each quarter)

Subscribe to E-News (registration link at bottom of website landing page)

[clearwatercounty.ca](http://clearwatercounty.ca)

## Complaint Process

Clearwater County offers a wide range of services, from maintaining County roads, to collecting solid waste and recycling, to issuing development permits.

Each department has an important role in ensuring these services are maintained. Public feedback is one way departments make sure they are meeting the needs of Clearwater County residents.

In the event of a complaint, the applicable department is notified as soon as possible so the concern can be remedied.

**SUBMITTING A COMPLAINT** – To submit a complaint, contact Clearwater County directly at 403-845-4444 or email [admin@clearwatercounty.ca](mailto:admin@clearwatercounty.ca). The administrative team will direct the comment or inquiry to the applicable department.

To report urgent road condition emergencies on Clearwater County maintained roads, please call 403-844-8500.

For urgent road condition emergencies on provincially maintained numbered highways, please call 511 or report online to <https://511.alberta.ca/>.

For life safety accidents/emergencies, please call 9-1-1.

Welcome to Rural **Clearwater County**

## Community Directory

|  |  |
|--|--|
| 24 Hour Burn Notification Line .....                                     | 403-845-7711   |
| Alberta Environment .....  | 403-845-8240   |
| Alberta Highway Services - Volker Stevin .....                           | 1-888-877-6237   |
| Alberta Land Titles .....  | 780-427-2742   |
| Alberta One Call .....   | 1-800-242-3447   |
| Alberta Fish and Wildlife (RMH Office) .....                             | 403-845-8230   |
| ATCO Gas (for Gas Emergencies) .....                                     | 780-420-5585   |
| Chamber of Commerce .....  | 403-845-5450   |
| Clearwater Mutual Aid Co-op (CMAAC) .....                                | 1-866-950-CMAC (2622)  |
| Emergency (Fire, Ambulance, Police) .....                                | 911  |
| Family and Community Support Services (FCSS) .....                       | 403-845-3720   |
| Fire Ban Information .....   | <a href="http://www.albertafirebans.ca">www.albertafirebans.ca</a>                       |
| Report a Poacher .....   | 1-800-642-3800 (toll free 24/7)  |
| Fortis Alberta (electrical emergencies) .....                            | 780-310-9473   |
| Blue Mountain Power Co-op (electrical emergencies & power outages) ..... | 1-833-310-7697   |
| Rocky Mountain House Health Unit .....                                   | 403-845-3030   |
| Member of Legislative Assembly (MLA) Jason Nixon .....                   | 403-871-0701   |
| Summer Village of Burnstick Lake .....                                   | <a href="http://www.burnsticklakesummervillage.ca">www.burnsticklakesummervillage.ca</a> |
| Town of Rocky Mountain House .....                                       | 403-845-2866   |



[clearwatercounty.ca](http://clearwatercounty.ca)

## Closing Remarks

Clearwater County is an area of vast and rugged splendour. Our landscape and welcoming community are what draw people and businesses to locate and remain in our region.

The “Welcome to Rural Clearwater County” resident guide is intended to provide information to new residents, while fostering understanding and mutual respect for existing and future residents, so we may all fully enjoy our life in the County.

Page 24

## Chief Administrative Officer (CAO) Report

June 9, 2026

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### Rural Beautification Awards

The Rural Beautification Awards are presented to residents across Clearwater County that have been recognized for their hard work and extra effort in creating a beautiful property.

Nominations for the 2026 Awards are now open, and the deadline is July 10, 2025.

To nominate a deserving recipient go to the Clearwater County website and fill out the [Rural Beautification Awards](#).

### Fireside Tales at the Brazeau Collieries Mine

Fireside Tales is a family-friendly event where a member of the Nordegg community shares tales from days gone by.

Longtime residents and curious visitors are welcome to learn about the area's past, ask questions, and experience a timeless tradition of storytelling.

This FREE event will take place on June 26, 2026 from 6:00 p.m. – 8:00 p.m. at the Brazeau Collieries Mine.

For more information about this and other events hosted by the Nordegg Discovery Centre information visit: [Clearwater County - Nordegg Discovery Centre](#).

### Alberta Municipalities' Summer Municipal Leaders' Caucuses

Registration is now open for four Alberta Municipalities' summer Municipal Leaders' Caucuses being held across the province. Please note, registration will only be open to elected officials and administrators for municipalities in Alberta.


June 10 - Town of Vegreville (Vegreville Legion)

June 12 - Town of Coaldale (Civic Square Atrium)

June 24 - City of Red Deer (Westerner Park)

The summer Caucuses will focus on smaller, more engaging conversations based on top-of-mind issues facing our communities. Tickets for in person attendance are \$120.

As per policy [COUNCIL-001 Council Member Remuneration Policy](#), a motion from Council is not required to authorize Councillor attendance.

|   |  |
|---|--|
|  | <b>Town of Rocky Mountain House<br/>Department Report<br/>May 2026</b> |
| <b>Department:</b>  | Operations, Rocky Mountain House Airport                               |
| <b>Prepared and Submitted By:</b>   | Jim Lindsay, Airport Manager   |
| <b>Report: Regular Council Meeting</b>  | May 2026   |

#### **Air Terminal Building:**

Functioning as expected... RFP is closed for construction of new Terminal. Contract for construction awarded to Shunda Consulting and Construction.

#### **Operations:**

Operations are focused on building and grounds maintenance as well as some seasonal equipment maintenance.

Forestry is very busy preparing for Wildfire season, and there are currently 8 helicopters on site.

#### **Administration**

Staff have been busy compiling statistics and tracking required datapoints  
Regular duties include addressing public requests and inquiries, data acquisition and record keeping, report preparation, and researching operational opportunities.

#### **Equipment:**

Summer equipment is now all up and operational for the season. The new Runway Sweeper is working well, and the new Large area Mower is expected in June.

#### **Capital projects update:**

- Terminal Building RFP is awarded
- Mower expected in June
- Staff are working on RFP for Pavement Rehabilitation Engineering
- Areas identified for asphalt repair

Respectfully,

Jim Lindsay  
Airport Manager

**Airside Markings repaint**



**Airspray L188 Electra Air Tanker**



**Giles G200, and Christen Eagle**



| 2026 Summary  |               |             |                      |             |             |                             |             |                                       |                       |
|---|---------------|-------------|----------------------|-------------|-------------|-----------------------------|-------------|---------------------------------------|-----------------------|
| Month   | Arrival       | Departure   | Full Stop            | Missed Appr | Touch n Go  | Overflight                  | Aerobatic   | Medevac (*)                           | Tankers/<br>Bird Dogs |
| January   | 163           | 163         | 88                   | 20          | 54          | 13                          | 4           | 14                                    | 0                     |
| February  | 217           | 221         | 139                  | 23          | 55          | 14                          | 10          | 2                                     | 0                     |
| March   | 321           | 320         | 177                  | 95          | 47          | 13                          | 12          | 4                                     | 169                   |
| April   | 287           | 278         | 204                  | 22          | 60          | 13                          | 6           | 0                                     | 32                    |
| May   | 701           | 703         | 552                  | 59          | 88          | 33                          | 56          | 4                                     | 141                   |
| June  |               |             |                      |             |             |                             |             |                                       |                       |
| July  |               |             |                      |             |             |                             |             |                                       |                       |
| August  |               |             |                      |             |             |                             |             |                                       |                       |
| September   |               |             |                      |             |             |                             |             |                                       |                       |
| October   |               |             |                      |             |             |                             |             |                                       |                       |
| November  |               |             |                      |             |             |                             |             |                                       |                       |
| December  |               |             |                      |             |             |                             |             |                                       |                       |
| <b>Total</b>  | <b>1689</b>   | <b>1685</b> | <b>1160</b>          | <b>219</b>  | <b>304</b>  | <b>86</b>                   | <b>88</b>   | <b>24</b>                             | <b>342</b>            |
|   | <b>3374</b>   |             | <b>69%</b>           | <b>13%</b>  | <b>18%</b>  | <b>5%</b>                   | <b>3%</b>   | <b>1%</b>                             | <b>10%</b>            |
|   | <b>Totals</b> |             | <b>% of Arrivals</b> |             |             | <b>% of Total movements</b> |             |                                       |                       |
|   |               |             |                      |             |             |                             |             | * includes<br>overflights<br>by STARS |                       |
| <b>CYRM Airport Voluntary Visitor stats (Registration Sign-In) **</b> |               |             |                      |             |             |                             |             |                                       |                       |
|   | <b>2020</b>   | <b>2021</b> | <b>2022</b>          | <b>2023</b> | <b>2024</b> | <b>2025</b>                 | <b>2026</b> |                                       |                       |
| Jan   | 24            | 39          | 15                   | 21          | 9           | 16                          | 10          |                                       |                       |
| Feb   | 22            | 17          | 21                   | 22          | 18          | 15                          | 16          |                                       |                       |
| Mar   | 17            | 46          | 26                   | 26          | 39          | 22                          | 19          |                                       |                       |
| Apr   | 26            | 26          | 38                   | 19          | 39          | 24                          | 22          |                                       |                       |
| May   | 22            | 31          | 33                   | 24          | 28          | 33                          | 29          |                                       |                       |
| Jun   | 28            | 35          | 69                   | 34          | 30          | 24                          |             |                                       |                       |
| Jul   | 30            | 70          | 31                   | 40          | 34          | 28                          |             |                                       |                       |
| Aug   | 61            | 30          | 42                   | 51          | 33          | 52                          |             |                                       |                       |
| Sep   | 29            | 26          | 31                   | 25          | 27          | 42                          |             |                                       |                       |
| Oct   | 22            | 39          | 40                   | 29          | 29          | 34                          |             |                                       |                       |
| Nov   | 26            | 21          | 17                   | 23          | 8           | 29                          |             |                                       |                       |
| Dec   | 26            | 8           | 13                   | 24          | 15          | 5                           |             |                                       |                       |
| <b>Total</b>  | <b>333</b>    | <b>388</b>  | <b>376</b>           | <b>338</b>  | <b>309</b>  | <b>324</b>                  | <b>96</b>   |                                       |                       |
| ** Not an accurate visitor count.                                     |               |             |                      |             |             |                             |             |                                       |                       |



# Clearwater County

## 2025 Return on Investment

### Benefits to your County

#### Total Financial Benefits

**\$3,655,302.89**

#### Return on Investment

**\$1.00 = \$31.40**

Based on a population of **11,865**, the cost of membership to the Parkland Regional Library System for Clearwater County was **\$116,395.65** in 2025.

#### Cost benefits of PRLS services

The **direct financial return** as a result of membership to Parkland Regional Library System to Clearwater County patrons:

|  |    |                       |
|--|----|-----------------------|
| 2025 materials allotment   | \$ | 13,407.45             |
| 4,817 non-resident households <sup>1</sup> (2021 Federal Census) | \$ | 289,020.00            |
| Total county patron checkouts and renewals <sup>2</sup>          | \$ | 2,780,386.59          |
| Digital items borrowed from PRLS <sup>3</sup>                    | \$ | 572,488.85            |
| <b>Combined Savings</b>  |    | <b>\$3,655,302.89</b> |

<sup>1</sup> Number of county families can save the \$60 non-resident fee

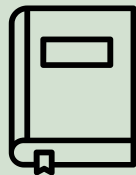
<sup>2</sup> Average cost of a physical item is \$41.97

<sup>3</sup> Average cost of an eAudiobook is \$86.37, average cost of an eBook is \$45.82

Caroline, Nordegg and Rocky Mtn. House all have libraries serving Clearwater County



# 2025 Quick Facts



**613,251** items  
in the collection



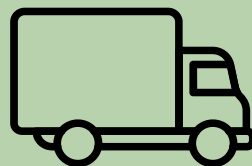
**1,159,357** physical items  
circulated



**50,302** items added  
to the catalog



**34,679**  
cardholders



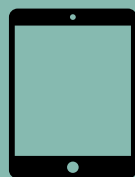
**921,533** items  
sent on van runs



**1,741** consulting  
sessions



**142** attendees at  
the 2025 PRLS  
Conference



**199,695** digital items  
circulated



**64,569** eLibrary  
sessions



**1,510,864** Wifi  
usages

### Other Parkland Facts:

- Provides access to virtual materials across the province through TRAC.
- Provides training for libraries, boards, friends' groups and more.
- Provides centralized IT support on hardware, software, internet, SuperNet.
- Provides access to shared regional collections of books, tech, program kits, and much more.



**CAROLINE AG SOCIETY**

**Caroline & District Athletic and Agricultural Society**

PO Box 267 Caroline, AB T0M0M0

Main Office: (403)722-3022

Email: carolineaghub@gmail.com

May 4, 2026

Clearwater County  
Reeve and Municipal Councilors  
PO Box 550  
Rocky Mountain House, AB T4T 1A4

RE: April 30<sup>th</sup>, 2026 Meeting with Caroline Ag Society

Dear Reeve Northcott,

The Caroline & District Athletic and Agricultural Society would like to take this opportunity to extend our sincere gratitude to the Council members who joined us at the Caroline Community Hall for our recent meeting.

The discussions were a positive effort for each of us to better understand the perspectives and challenges of the recent letter received from Clearwater County regarding the 2026 Service Agreement. It is our goal as a Board to continue these efforts of ongoing communication, planning and collaborative strategies for the continued success and growth of the Caroline Community HUB, its programming and enhancement projects.

We look forward to the strategies that our administrators will outline in their May 20<sup>th</sup>, 2026 meeting and look forward to working toward those common goals and operational processes to best serve our community and long-term planning for our facilities and recreational spaces.

Again, thank you to Clearwater Council and Administration for meeting with us.

Sincerely,

Kelly Tubbs, President  
Caroline & District Athletic and Agricultural Society

