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A.S.B.	Adopted: November 12, 2014
Subject:	Control Code:
WATER MANAGEMENT PROJECTS	#512/14 11.04

Purpose:

To assist landowners with the application and development processes for a water management project within a proposed area of Camrose County.

1. A petition requesting a project signed by 75% of the landowners within an area affected by the Drainage Proposal must be submitted to County Council.  
  
This petition must be in the form as provided by Section 224 of the Municipal Government Act, R.S.A. 2000.
2. County Council will consider the project and if in agreement, initiate the project by application to Alberta Environment Protection for preliminary investigation, report and recommendations regarding the project.
3. Upon receipt of the Alberta Environment Protection Report and recommendations along with the preliminary cost estimates, the Administrator will arrange a meeting between the Reeve, the Councilor from the area(s) affected and the ratepayers involved to consider the report, cost estimates, etc.
4. If the ratepayers decided that they still wish to proceed with the project, then they shall elect from among themselves, a Chairman, a Vice-Chairman, a Treasurer and three (3) Directors, who shall form an Action Committee, which shall act on behalf of the ratepayers involved. The action committee shall deal with all matters required to assure the continued progress of the drainage project in question. The Reeve of Camrose County, and the County Administrator (or a member of his staff who may be delegated by the County Administrator), shall be members of the Action Committee and the County staff representative shall keep a record of all meetings and shall keep Council informed of all proceedings in respect of the project. The Reeve shall be a voting member of the Committee. More specifically, the Action Committee shall be responsible for the acquisition of all the written consents for entry to survey and must provide easements for all of the land affected at this time.
5. The ratepayers will be responsible to deposit with Council, a minimum sum of \$15,000.00 or such other amount as Council may determine to cover the costs for hiring an engineering consultant based on Alberta Environment Water Resources Department's estimated total costs of the project. If it appears expropriation may be necessary, the ratepayers will be responsible to deposit with Council such further sum as may be required (not less than \$20,000.00) to apply on the costs of each expropriation.

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6. Council upon recommendation from the Action Committee will hire an engineering consultant firm to do a Level I Feasibility Study and Report for Council and the ratepayers.
7. The Action Committee and Alberta Environment Protection review the Feasibility Study and a meeting is arranged with the ratepayers involved and the engineer to discuss the Engineer's Report.
8. If no less than 75% of the ratepayers directly affected by the proposed ditch, at a meeting held in accordance with Item No. 7 of these guidelines, indicated agreement by a show of hands, to proceed with the project and accept full responsibility for their share of the costs of the project, then County Council will consider making an official application to Alberta Environment for financial assistance for the project pursuant to the provisions of Alberta Water Management and Erosion Control Program.
9. If the ratepayers' group has been unable to acquire a necessary easement, the County will endeavor to acquire such easement from the landowner. If necessary the County may proceed to acquire the necessary easement to enter upon and use the said land, by expropriation in accordance with the Expropriation Act, provided that before proceeding with any expropriation the ratepayers must deposit with the County sufficient amounts to cover all of the estimated costs of such expropriation together with a binding undertaking to pay additional amounts which may be required or incurred. If such deposit is not made with the County, or if such binding undertaking is not provided, the County shall abandon the project and refuse to proceed. In the event an application for expropriation is not successful, or if for any other reason the County is unable to obtain a necessary Easement the County shall abandon the project and all monies deposited with the County shall be applied against the costs incurred to that date. If amounts deposited are not sufficient to cover costs incurred, then the ratepayers involved must pay to the County any such deficiency.
10. An agreement is signed between the Minister of Environment and Camrose County if the project is approved by Alberta Environment.
11. All easements shall be acquired in the name of Camrose County and shall be registerable at Land Titles Office. The said easements will then be registered at Land Titles Office by the County.
12. Camrose County will make application for licensing of the project and advertise its intent to do so.

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13. The Action Committee instructs the Consulting Engineers to prepare a design, tender documents and advertise the project for construction.
14. The Action Committee receives tenders and may at its discretion meet with County Council, Alberta Environment and the ratepayers if tenders vary substantially from estimated costs.
15. Contracts are awarded by Council upon recommendation from the Action Committee' construction commences under supervision of Consulting Engineer. Upon completion of construction, Consulting Engineers assess the benefit derived by all landowners in the drainage basin and submit same to County Administrator.
16. County Administrator prepares an assessment roll and issues assessment notices to all affected landowners. The provisions of the Municipal Taxation Act insofar as it applies to General Municipal Taxes shall apply to Water Management Assessment and Taxation.
17. Council will determine the method of financing the ratepayers' \*35% share for each project based on the merits of each project.

Adopted by Council - February 27/84

\*June 1986 - 65% Provincial

35% Local

See Alberta Water Management &

Erosion Control Program - June

11/86 - Replaces Position

Paper # 5