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<b>Policy Number:</b>	<b>POL-08-105-00</b>
<b>Policy Title:</b>	Inter-municipal Service Policy
<b>Related Procedure Number:</b>	N/A
<b>Related Procedure Name:</b>	N/A
<b>Approval Date:</b>	October 13, 2009
<b>Revision Date:</b>	N/A
<b>Policy Category:</b>	Corporate Governance
<b>Responsible Department:</b>	Corporate Services

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### Policy Statement

The Town of High River is committed to providing services that are by law and / or legislation within our realm of responsibility, and other such services as council may mandate on the basis of the principles of fairness and equity. As a general rule, services are financed by negotiated user fees.

Where the Town of High River is the recipient of services from another municipality it is our expectation that these same principles of fairness and equity will also be applied.

### Reason for Policy

As the Town of High River is both the recipient and provider of inter-municipal services, this policy seeks to establish a framework for the promotion of equality of treatment for all joint services. This collaborative approach will allow the Town to partner other local government with respect to funding and grant opportunities, the sharing of ideas, innovations and resources thereby providing all residents with more cost-effective services.

### Related Information

The Town of High River has historically been involved with other municipalities with respect to the provision and receipt of services. As of the date of this policy the Town has inter-municipal agreements with:

- MD of Foothills – potable water, waste water, recreation, share office space & staff, police & police building, DARE program, fire facility & equipment, fire mutual aid
- Town of Okotoks – recycling (informal), fire mutual aid
- Town of Nanton – fire mutual aid
- Town of Strathmore – fire mutual aid

- Foothills Regional Waste Management Authority/Foothills Regional Services Commission – solid waste disposal
- Old Man River Regional Service Commission – urban GIS

**Policy Criteria**

This policy aims to encompass all current and future projects and community services including the parity of costs incurred or income received from these together with the development of longer term agreements that will include the amortization of any shared capital assets.

For the purposes of this policy “fairness & equity” are defined as:

- The proportionate sharing of both operational and capital expenses, as well as the proportionate sharing of all revenues including capital contributions, grants, fees for services, and similar income streams related to the delivery of the service or project that is the subject of the inter-municipal service agreement. Depending on the nature of the service or project the proportionate share may be determined by population of the respective municipalities, or volumes/quantities of the service to be provided, or a similar calculation.

**Responsibilities**

It is the responsibility of the Town Manager and Directors to ensure the provisions of this policy are followed.

**End of Policy**

**Approval**

This policy shall come into force and effect upon adoption by Council at a Regular or Special Meeting.

October 13, 2009 Meeting of Council  
Resolution #310/2009

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MAYOR/DEPUTY MAYOR

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TOWN MANAGER/  
DIRECTOR OF  
LEGISLATIVE AND ADMINISTRATIVE SERVICES

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DATE

