

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, JULY 9, 2024**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, July 9, 2024, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

1. CALL TO ORDER	
2. AGENDA	
3. MINUTES:	
Previous: Regular Council Meeting Minutes, June 25, 2024,.....	2
4. DELEGATION(S)	
Peace River School Division 10:10 a.m.	7
5. PUBLIC HEARING	
6. TENDER OPENING	
7. NEW BUSINESS	
a. COUNCIL	
1. Management Team Activity Report	8
2. Councillor Reports	17
b. CORPORATE SERVICES	
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2. Bylaw No. 292-24 Penalties on Unpaid Taxes	29
3. Uncollectable Tax Write-offs	34
4. Funding Request MD of Fairview – Airport Runway	36
c. COMMUNITY SERVICES	
1. Bylaw No. 245-19 Municipal Emergency Management	42
2. Bylaw No. 259-20 Regional Fire Service	57
d. PUBLIC WORKS	
1. Tender Award Range Road 25	60
2. Tender Award Range Road 64	64
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4. Range Road 75 Engineering	73
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1. Chief Administrative Officer’s Report.....	77
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12. ADJOURNMENT	

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, JUNE 25, 2024**

PRESENT

David Janzen	Deputy Reeve
Danae Walmsley	Councillor (via telephone)
Susan Hansen	Councillor
Nathan Stevenson	Councillor
Jason Ruecker	Councillor

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Bonnie Morgan	Executive Assistant (EA)
Terry Shewchuk	Public Works Manager (PWM)

ABSENT

Amber Bean	Reeve
Abe Giesbrecht	Councillor

CALL TO ORDER

Deputy Reeve Janzen called the meeting to order at 9:30 a.m.

**ACCEPTANCE OF
AGENDA**

C350-24(6-25-24)

RESOLUTION by Councillor Hansen to adopt the agenda governing the June 25, 2024 Regular Council Meeting, as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous Council Meeting Minutes

C351-24(6-25-24)

RESOLUTION by Deputy Reeve Janzen to adopt the minutes of the June 11, 2024, Regular Council Meeting, as presented. CARRIED.

**NEW BUSINESS:
COUNCIL**

Management Team Activity Report

Management activity report was reviewed.

C352-24(6-25-24)

RESOLUTION by Councillor Walmsley that the management activity report for June 11, 2024, be accepted, as presented. CARRIED.

TENDER OPENING:

Tender Opening Range Road 25

Council is presented with tenders to open the road construction of Range Road 25 Contract No. CA0003927-8338.

C353-24(6-25-24)

RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for the road construction of Range Road 25 Contract No. CA0003927-8338. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting. CARRIED.

Deputy Reeve Janzen left the meeting at 9:38 a.m.
Deputy Reeve Janzen entered the meeting at 9:40 a.m.

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REGULAR COUNCIL MEETING
TUESDAY, JUNE 25, 2024

Company	Amount
MDP Oilfield Services Ltd.	\$662,053.00
Mainline Construction (2014) Ltd.	\$649,545.47
Szmata Projects Ltd.	\$682,676.00
Northern Road Builders LP.	\$574,088.85
Option Excavating Inc.	\$1,344,887.00
Green Acre Ventures Ltd.	\$475,380.00

Tender Opening
Range Road 64

Council is presented with tenders to open the road construction of Range Road 64 Contract No. CA0017315.7623.

C354-24(6-25-24)

RESOLUTION by Councillor Ruecker to open tenders at 9:35 a.m. for the road construction of Range Road 64 Contract No. CA0017315.7623. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting.

CARRIED.

Company	Amount
MDP Oilfield Services Ltd.	\$517,888.00
Mainline Construction (2014) Ltd.	\$556,604.75
Szmata Projects Ltd.	\$673,003.00
Northern Road Builders LP.	\$506,731.55
1666321 AB Ltd.	Pending
Option Excavating Inc.	\$1,135,213.00
Green Acre Ventures Ltd.	\$427,330.00

Tender Opening
Range Road 124

Council is presented with tenders to open the road construction of Range Road 124 Contract No. CA0003928.8340.

C355-24(6-25-24)

RESOLUTION by Councillor Hansen to open tenders at 9:35 a.m. for the road construction of Range Road 124 Contract No. CA0003928.8340. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting.

CARRIED.

Company	Amount
MDP Oilfield Services Ltd.	\$493,560.49
Mainline Construction (2014) Ltd.	\$579,577.60
Northern Road Builders LP.	\$600,946.86
Option Excavating Inc.	\$1,248,155.00
Green Acre Ventures Ltd.	\$578,160.00

Councillor Stevenson entered the meeting at 9:54 a.m.

Councillor Reports

Council submits the meetings attended in the previous month and a report, if applicable.

C356-24(6-25-24)

RESOLUTION Councillor Stevenson to accept the Councillor Reports for information, as presented.

CARRIED.

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REGULAR COUNCIL MEETING
TUESDAY, JUNE 25, 2024

Disposal of Assets Council is presented with information regarding disposing of the Clear Hills County office furniture that has been replaced.

C357-24(6-25-24) RESOLUTION by Councillor Hansen to proceed with the disposal of the Clear Hills County office furniture at a future local auction. CARRIED.

CORPORATE SERVICES

Accounts Payable
June 12, 2024,
to June 25, 2024

A list of expenditures for Clear Hills County for the period of June 12, 2024 to June 25, 2024 is provided for Council's review.

C358-24(6-25-24) RESOLUTION by Councillor Hansen that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 12, 2024, to June 25, 2024 for a total of \$328,795.04, with funds to be transferred from Long Term Investments. CARRIED.

Funding Request –
Whitelaw Agricultural
Society

The Whitelaw Agricultural Society is requesting funding to sponsor the pouring of a 55' x 14' concrete pad under the covered roof at the Whitelaw Agricultural Society Community Hall.

C359-24(6-25-24) RESOLUTION by Councillor Ruecker to table the Whitelaw Agricultural Society's funding request and request additional information. CARRIED.

April Financial Report The Operating & Capital Budget Performance Reports for the Clear Hills County for the period ending April 30, 2024.

C360-24(6-25-24) RESOLUTION by Councillor Ruecker that Council accepts for information the financial report for the period ending April 30, 2024. CARRIED.

Bylaw No. 292-24 –
Schedule of Fees &
Charges

Council is presented with a revised Schedule of Fees & Charges for consideration.

No action taken.

Funding Request –
Worsley Agricultural
Society

The Worsley Agricultural Society has submitted a capital grant application to assist with the construction of a tobogganing hill and outdoor skating pond.

Councillor Walmsley left the meeting at 10:53 a.m.

C361-24(6-25-24)

RESOLUTION by Councillor Ruecker to approve a conditional grant of \$10,000.00 for the Worsley Agricultural Society's tobogganing hill & outdoor skating pond project. The approval is contingent upon the Society adhering to all regulations and obtaining clearance from appropriate environment department before any funds are released. Funds to be allocated from the Rate Stabilization Reserve. CARRIED.

Deputy Reeve Janzen recessed the meeting at 11:07 a.m.
Deputy Reeve Janzen reconvened the meeting at 11:14 a.m.

COMMUNITY
Bylaw 285-24
Fire Bans

Council is presented with requested changes to Bylaw No. 285-24.

C362-24(6-25-24)

RESOLUTION by Councillor Stevenson to table the requested changes to Bylaw No. 285-24 Fire Bans until the July 9, 2024, Regular Council meeting. CARRIED.

PUBLIC WORKS
Tender Award- Tender
2024-P06 Operation
and Maintenance of
Transfer Stations

Council is presented with the analyzed results for Tender 2024-P06 Operation and Maintenance of Transfer Stations.

C363-24(6-25-24)

RESOLUTION by Councillor Ruecker to award Tender 2024-P06 Operation and Maintenance of Transfer Stations to Budgell's Contracting Ltd. The contract details are as follows:

- Year One: \$249,513.00 with an additional hourly rate of \$45.00
- Year Two: \$255,750.83 with an additional hourly rate of \$46.00
- Year Three: \$262,144.60 with an additional hourly rate of \$47.00
- Year Four: \$268,698.21 with an additional hourly rate of \$48.00
- Year Five: \$275,415.67 with an additional hourly rate of \$49.00

Funds are to be allocated from the yearly operating budgets.

CARRIED.

WRITTEN REPORTS
Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C364-24(6-25-24)

RESOLUTION by Deputy Reeve Janzen to receive the Chief Administrative Officer's report for information, as presented. CARRIED.

Corporate Services
Manager's Report

Corporate Services Manager's Report

C365-24(6-25-24)

RESOLUTION by Councillor Hansen to receive the Corporate Services Manager's report for information, as presented.

CARRIED.

Public Works

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Manager's Report

Public Works Manager's Report

C366-24(6-25-24)

RESOLUTION by Councillor Ruecker to receive the Public Works Manager's report for information, as presented. CARRIED.

COUNCIL INFORMATION

Council is presented with correspondence, for information.

C367-24(6-25-24)

RESOLUTION by Councillor Hansen to receive the Council correspondence for information, as presented. CARRIED.

CALENDARS

Council is presented with a calendar of upcoming meetings. This will aid administration in maintaining records and serve as a reminder for upcoming meetings for both the Council and administration.

C368-24(6-25-24)

RESOLUTION by Deputy Reeve Janzen to accept for information June, July & August 2024 calendar updates of Councillor meetings for information, as presented.

Date	Meeting	Attendee
June 24	Joint meeting w/Village of HC cancelled	
June 26	ASB Inspection	Janzen, Ruecker
August 9	Zone 4	All
		CARRIED.

C369-24(6-25-24)

RESOLUTION by Councillor Stevenson to cancel the July 2, 2024 Policy & Priority Meeting. CARRIED.

CLOSED MEETING:
Legal

Council discussed on legal matter.

C370-24(6-25-24)

RESOLUTION by Deputy Reeve Janzen that Council close the meeting to the public as per Section 27, of FOIP at 12:08 p.m. CARRIED.

C371-24(6-25-24)

RESOLUTION by Councillor Ruecker that Council opens the meeting to the public as per Section 27, of FOIP at 12:14 p.m. CARRIED

C372-24(6-25-24)

RESOLUTION by Councillor Hansen to receive the discussion regarding the legal item for information, as presented. CARRIED.

ADJOURNMENT

Deputy Reeve Janzen adjourned the June 25, 2024 Regular Council Meeting at 12:15 p.m.

DATE REEVE

DATE CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Delegation - Peace River School Division 10:10 a.m.
File:	11-02-02

DESCRIPTION:

Peace River School Division Superintendent, Adam Murray will be in attendance to give Council an update on the Trades Training Program.

ATTACHMENT:

RESOLUTION by.....

Initials show support - Reviewed by:	Manager:	CAO: 
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Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for June 25, 2024.

ATTACHMENTS:

- o Management Activity Report
- o Policy & Priority Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for June 25, 2024, be accepted, as presented.

Initials show support - Reviewed by: Manager: CAO: 



Management Team

Activity Report for June 25, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

Department = **EA**-Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services
CC=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		March 12, 2024		
C133-24	03/12/24	RESOLUTION by Deputy Reeve Janzen to award Tender 2024-02 Two New Sidearm/Swingarm Hitches to Flaman Sales and Rentals for the cash price amount of \$32,830.76 per sidearm/swingarm with no trade. The total cash price for the two sidearm/swingarm's is \$65,661.52, funds to be allocated from Common Services Vehicles and Equipment Reserve.CARRIED.	AG	Sept/Oct
C143-24	03/12/24	RESOLUTION by Deputy Reeve Janzen to approve the quote and proceed with Hydrogeological Consultants Ltd. for the engineering of the drilling, testing, and licensing of the 2024 Worsley Water Well at the Worsley Water Treatment Plant for the estimated cost of \$55,984.71, funds to be allocated from the Water Reserve. CARRIED.	PW	In works
C144-24	03/12/24	RESOLUTION by Councillor Stevenson to approve the quote and proceed with Darel Saville for the drilling and installation of the 2024 Worsley Water Well at the Worsley Water Treatment Plant for the estimated cost of \$272,885.00, funds to be allocated from the Water Reserve. CARRIED.	PW	In works
C148-24	03/12/24	RESOLUTION by Councillor Giesbrecht to proceed with the disposal of unit 65 New Holland tractor and the Worsley Water Treatment Plant air compressor at a future local auction, as presented. CARRIED.	AG	In works
C158-24	03/12/24	RESOLUTION by Deputy Reeve Janzen to proceed with the land purchase for the proposed Cleardale subdivision/firehall as discussed. CARRIED.	PW	In works
		March 26, 2024		
C179-24	03/26/24	RESOLUTION by Councillor Giesbrecht to approve the attendance of Reeve Bean to the Trappers Rendezvous on July 12-14, 2024. CARRIED.	EA	
		April 23, 2024		
C234-23	04/23/24	RESOLUTION by Councillor Walmsley to award the Tender No. CA0004766.1010 for Bridge File No. 71273 to Szmata Projects Ltd. for the amount of	PW	August



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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		\$571,265.00, funds to be allocated from the Bridge Reserve. CARRIED.		
		May 14, 2024, Regular Council Meeting		
C287-24	05/14/24	RESOLUTION by Deputy Reeve Janzen to award Goodon Industries Ltd.'s quote of \$126,500.00 for the Cleardale Firehall building material supply and construction, funds to be allocated from the Fire Reserve. CARRIED.	PW	Building Ordered
C288-24	05/14/24	RESOLUTION by Councillor Ruecker to include the access road North of Township Road 854 for approximately 1,250 meters to access NW-29-85-7 W6M in the 2025 Multi Year Capital Plan and proceed with a wetland assessment. CARRIED.	PW	In works
		May 28, 2024		
C310-24	05/28/24	RESOLUTION by Councillor Giesbrecht to award Kurt Furstenwerth's quote of \$16,220.00 plus GST for the repainting of the Worsley Community Centre, funds to be allocated from the Worsley Fire/Community Haul Building Reserve. CARRIED.	AG	June 17- July 16
		June 11, 2024		
C332-24	06/11/24	RESOLUTION by Deputy Reeve Janzen to receive the delegation from Dan Rossworm representing the Worsley Baptist Church and to enter in an agreement with the Worsley Baptist Church (Lot 2A Block 5 Plan 1123865), providing them 28 meters of culvert to assist with drainage. Terms to include conditions that the landowner assumes full responsibility for all maintenance and upkeep, releasing Clear Hills County of any related responsibilities for the installation or maintenance. CARRIED.	PW	In works
C334-24	06/11/24	RESOLUTION by Deputy Reeve Janzen to approve the request for a meeting with the Village of Hines Creek. CARRIED.	EA	Reschedule for a later date
C337-24	06/11/24	RESOLUTION by Councillor Hansen to table the discussion regarding the Clean Energy	EA	August 6 P&P



Management Team

Activity Report for June 25, 2024

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MOTION	DATE	DESCRIPTION	DEPT	STATUS						
		Improvement Program until a future Policy & Priority Meeting. CARRIED.								
C340-24	06/11/24	RESOLUTION by Reeve Bean to bring back the requested changes regarding issuing permits for brush piles with regards to Bylaw No. 285-24 to a future Policy & Priority Meeting. CARRIED.	CC	June 25						
C342-24	06/11/24	RESOLUTION by Councillor Hansen award Tender 2024-08 Hines Creek Firefighter Turnout Gear to Brogan for the amount of \$68,250.00 plus GST, with \$56,500,00 being allocated from the 2024 Operating Budget and the balance from the Fire Reserve. CARRIED.	CC	In works						
C343-24	06/11/24	RESOLUTION by Deputy Reeve Janzen to award Tender 2024-09 Worsley Firefighter Turnout Gear to Brogan for the amount of \$63,000.00 plus GST, with \$53,000,00 being allocated from the 2024 Operating Budget and the balance from the Fire Reserve. CARRIED.	CC	In Works						
C344-24	06/11/24	RESOLUTION by Councillor Hansen to proceed to request for proposal to have the Running Lake campground Day Use Shelter refinished. CARRIED.	CC	In Works						
C349-24	06/11/24	RESOLUTION by Reeve Bean to approve Deputy Reeve Janzen and the alternate to the PAC Committee attend the Alberta Forest Products Association AGM and Conference September 25-27, 2024. CARRIED.	EA	Deputy Reeve Janzen Registered						
		June 25, 2024								
C353-24	06/25/24	RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for the road construction of Range Road 25 Contract No. CA0003927-8338. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting. CARRIED.	PW							
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Management Team

Activity Report for June 25, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

Department = **EA**-Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services
CC=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		Green Acre Ventures Ltd. \$578,160.00		
C357-24	06/25/24	RESOLUTION by Councillor Hansen to proceed with the disposal of the Clear Hills County office furniture at a future local auction. CARRIED.	AG	
C359-24	06/25/24	RESOLUTION by Councillor Ruecker to table the Whitelaw Agricultural Society's funding request and request additional information. CARRIED.	CS	In waiting
C362-24	06/25/24	RESOLUTION by Councillor Stevenson to table the requested changes to Bylaw No. 285-24 Fire Bans until the July 9, 2024, Regular Council meeting. CARRIED.	CC	CAO Report
		November 17, 2021		
C114-22	03/08/22	RESOLUTION by Deputy Reeve Janzen to approve an unconditional grant of \$450,000.00 for 2022, and a 3-year commitment of \$300,000.00 for 2023, 2024 and 2025, to the Village of Hines Creek to assist with operating expenses. CARRIED.	CDM	2022✓ 2023✓ 2024✓ 2025
		May 16, 2023		
C252-23	05/16/23	RESOLUTION by Reeve Bean to table the request from the Municipal District of Fairview requesting a 1/3 cost share for the unfunded portion of the overlay of the Fairview Airport runway until the next Regular Council Meeting. CARRIED.	CS	July 9 th RFD
		March 21, 2024		
C150-24	03/12/24	RESOLUTION by Councillor Stevenson to approve WSP Canada Inc.'s engineering estimate of \$87,834.00 for the construction of approximately 1000 meters of a new local road on Range Road 25 South of Township 832, with the funds to be allocated from the Road Construction Reserve. CARRIED.	PW	
C151-24	03/12/24	RESOLUTION by Reeve Bean to approve WSP Canada Inc.'s engineering estimate of \$86,404.00 for the construction of approximately 1000 meters of a new local road on Range Road 124 North of Township 840, with the funds to be allocated from the Road Construction Reserve. CARRIED.	PW	
		March 27, 2024		



Management Team

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CC=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C134-24	03/12/24	RESOLUTION by Councillor Hansen to award Tender 2024-03 Tractor to Fosters Agri-World for \$155,000.00. This price includes a trade-in allowance of \$90,000.00 for Unit 66 Case IH L765, contingent upon its value remaining unchanged at time of delivery as per the agreement, funds to be allocated from Common Services Vehicles and Equipment Reserve.CARRIED.	AG	Spring 2025
C309-24	05/28/24	RESOLUTION by Councillor Giesbrecht to proceed with hiring Loop (Websites for Municipalities) for the design and hosting of the Clear Hills County website and set an annual budget for Website and Social Media Platforms at \$10,000.00. CARRIED.	EA	In Works

ITEMS IN WAITING

C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner.CARRIED. February 18, 2021	CSM	January 14, 2030
C171-23	03/28/23	RESOLUTION by Councillor Hansen that this Council authorizes the destruction of 2019 and 2020 monthly reconciliation reports, 2014 and 2015 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2016. CARRIED. February 2024		
C647-23	11/28/23	RESOLUTION by Councillor Giesbrecht to notify Mackenzie Municipal Services Agency (MMSA) in writing that Clear Hills County will be ending its contracted services with them as of December 31, 2024.CARRIED.	EA	Letter Sent
P666-23	(12-05-23)	RESOLUTION by Councillor Ruecker to recommend Council change the contracted grader life cycle to 12 years and adopt a clause in the	PW	Spring 2025



Management Team

Activity Report for June 25, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

Department = **EA**-Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services
CC=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		grader contracts that offers an up to 3 year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED. CARRIED.		
C83-24	02/13/24	RESOLUTION by Deputy Reeve Janzen to proceed with the disposal of unit 48 2014 Chev crew cab and the 2008 16' Rainbow trailer at a future local auction. CARRIED.	PW	
C128-24	03/12/24	RESOLUTION by Reeve Bean to include the civic rural address to all tax notices starting in 2025.CARRIED.	CS	
C271-24	05/14/24	RESOLUTION by Councillor Hansen that this Council authorizes the destruction of 2021 monthly reconciliation reports, 2016 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2017. CARRIED.		
C203-24	04/09/24	RESOLUTION by Deputy Reeve Janzen to approve a conditional grant to the Worsley Chamber of Commerce of \$3,500.00 for a 13x13 ft granary gazebo on Lot P Plan 802KS with the requirements as follows: All Alberta Transportation and required permits completed, A maintenance agreement entered with Clear Hills County, including a report with the complete design & specifications of the gazebo and all Municipal Planning Development obligations fulfilled. Funds to be allocated from the Economic Development Reserve. CARRIED.	CS	In waiting
C361-24	06/25/24	RESOLUTION by Councillor Ruecker to approve a conditional grant of \$10,000.00 for the Worsley Agricultural Society's tobogganing hill & outdoor skating pond project. The approval is contingent upon the Society adhering to all regulations and obtaining clearance from the appropriate environment department before any funds are released. Funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CS	In waiting

Policy & Priority Update

Activity Report for June 25, 2024

Active Items

Completed Items:

Department = **EA**-Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services
CC=Community Coordinator, **AG**=Agricultural

Motion & Date	ITEM NAME	Dept.	Policy & Priority Items – Priority Level	Notes
C273-22 (05-24-22)	Open Air Market	EA	Eureka, Hines Creek & Cleardale entered into an agreement to manage and run the Open-Air Markets. Issues involving vender insurance.	Ag Societies are short volunteers/
P666-23(12-05-23)	Contract	PW	RESOLUTION by Councillor Ruecker to recommend Council change the contracted grader life cycle to 12 years and adopt a clause in the grader contracts that offers an up to 3-year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED.	March 2025
P674-23(12-05-23)	Recruitment	EA	RESOLUTION by Deputy Reeve Janzen to bring back the discussion regarding the nurse practitioner incentives to the December 12, 2023, Regular Council Meeting.CARRIED.	In waiting
C98-24(2-27-24)	P&P	EA	RESOLUTION by Councillor Hansen to schedule monthly Policy & Priority meetings for the first Tuesday of every month at 9:30 a.m. commencing Tuesday, April 2, 2024.	Ongoing
P118-24(03-04-24)	MLA	EA	RESOLUTION by Councillor Walmsley to request a meeting with MLA, Todd Loewen to discuss county related concerns. CARRIED.	Request sent – waiting for a date
C645-2311/28/23		Reeve Bean	RESOLUTION by Reeve Bean to draft a letter for the Peace Libraries within Clear Hills County requisition boundaries, regarding legislative requirements and funding opportunities. CARRIED.	In waiting
C337-24(6-11-24)			RESOLUTION by Councillor Hansen to table the discussion regarding the Clean Energy Improvement Program until a future Policy & Priority Meeting. CARRIED.	August P&P
June 11, 2024			Long Term Service Awards	August P&P
June 11, 2024			Discussion regarding Coyote Bounty	August P&P

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL MONTHLY REPORTS
File:	11-02-02

DESCRIPTION:

Council reviews meetings attended and monthly reports.

BACKGROUND / PROPOSAL:

A chance to update all of Council and administration on any Council appointed Meetings attended, additional meetings, and Council Monthly Reports.

ATTACHMENTS:

Peace Library System

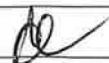
RECOMMENDED ACTION:

RESOLUTION by.... receive the written and or verbal Councillor monthly reports for information, as presented.

Initials show support - Reviewed by:

Manager:

CAO:





8301 – 110 Street
Grande Prairie, AB
T8W 6T2

(780) 538-4656
FAX (780) 539-5285

DATE

Reeve Amber Bean
Clear Hills County
Box 240
Worsley, AB T0H 3W0

Dear Amber Bean:

In support of your membership in the Peace Library System, and the services provided to your residents through your library service point(s), I have enclosed an invoice covering the period of 01 July 2024 to 31 December 2024. Please note the following:

- The municipal local appropriation rate for 2024 is \$6.68 per capita. The population count for this invoice is based on Alberta Treasury Board and Finance 2022 Official Population Estimate.
- This invoice lists your local appropriation and the amount for book allotments separately. The book allotment section indicates the amount going into your allotment account(s) and the amount your municipality is contributing towards the purchase of regional collections such as e-Books and e-Audiobooks. For your convenience, we have attached a chart listing the allotment amounts for each library serving your residents.
- The invoice also includes a Library Board Services fee of twelve percent of your local appropriation (if you have one or more library service points) or six percent of your local appropriation (if you do not have any library service points). This allows Peace Library System to recover costs associated with being the municipality's library board of record.

Should you have any questions regarding the above-mentioned billing, please do not hesitate to contact me at 780-538-4656 or 1-800-422-6875 (ext. 102).

Thank you for your continued support of Peace Library System and libraries in your community.

Sincerely,

Louisa Robison
CEO
Enclosure

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Finance – Accounts Payable
File:	12-03-02

DESCRIPTION:

A list of expenditures for Clear Hills County for the period of June 26, 2024 to July 9, 2024 is provided for Council's review.

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

RESOLUTION by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 26, 2024 to July 9, 2024 for a total of \$156,711.86.

Initials show support - Reviewed by:	Manager: 	CAO: 
---------------------------------------------	-------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	6/26/24	7/09/24		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount												
ALS CANADA LTD	029357	7/09/24	\$422.10												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Cleardale Water Sample</td> <td>3311483341</td> <td>\$211.05</td> </tr> <tr> <td>Worsley Water Sample</td> <td>3311483339</td> <td>\$211.05</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Cleardale Water Sample	3311483341	\$211.05	Worsley Water Sample	3311483339	\$211.05			
Invoice Description	Invoice Number	Invoice Amount													
Cleardale Water Sample	3311483341	\$211.05													
Worsley Water Sample	3311483339	\$211.05													
AMSC INSURANCE SERVICES LTD	029358	7/09/24	\$23,298.88												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>June Benefits</td> <td>1754-2024-06</td> <td>\$10,971.96</td> </tr> <tr> <td>July Benefits</td> <td>1754-2024-07</td> <td>\$12,326.92</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	June Benefits	1754-2024-06	\$10,971.96	July Benefits	1754-2024-07	\$12,326.92			
Invoice Description	Invoice Number	Invoice Amount													
June Benefits	1754-2024-06	\$10,971.96													
July Benefits	1754-2024-07	\$12,326.92													
BASS, SHAUN	029359	7/09/24	\$50.00												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Rental Deposit Refund</td> <td>82525-061824</td> <td>\$50.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Rental Deposit Refund	82525-061824	\$50.00						
Invoice Description	Invoice Number	Invoice Amount													
Rental Deposit Refund	82525-061824	\$50.00													
BEAN HERB	029360	7/09/24	\$60.00												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Rental Deposit Refund</td> <td>81006-062524</td> <td>\$60.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Rental Deposit Refund	81006-062524	\$60.00						
Invoice Description	Invoice Number	Invoice Amount													
Rental Deposit Refund	81006-062524	\$60.00													
BOSCHWICK CONTRACTING	029361	7/09/24	\$18,120.42												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Worsley GB01</td> <td>678</td> <td>\$9,090.92</td> </tr> <tr> <td>Bear Canyon GB09</td> <td>679</td> <td>\$9,029.50</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Worsley GB01	678	\$9,090.92	Bear Canyon GB09	679	\$9,029.50			
Invoice Description	Invoice Number	Invoice Amount													
Worsley GB01	678	\$9,090.92													
Bear Canyon GB09	679	\$9,029.50													
BUBBLE UP MARKETING	029362	7/09/24	\$743.40												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Website Hosting</td> <td>20233902</td> <td>\$743.40</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Website Hosting	20233902	\$743.40						
Invoice Description	Invoice Number	Invoice Amount													
Website Hosting	20233902	\$743.40													
CLEAR HILLS WASTE MANAGEMENT	029363	7/09/24	\$10,968.64												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Load & Haul Oversized Material</td> <td>215</td> <td>\$418.02</td> </tr> <tr> <td>Worsley Hamlet Garbage Haul</td> <td>214</td> <td>\$210.00</td> </tr> <tr> <td>Transfer Stations Contract</td> <td>213</td> <td>\$10,340.62</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Load & Haul Oversized Material	215	\$418.02	Worsley Hamlet Garbage Haul	214	\$210.00	Transfer Stations Contract	213	\$10,340.62
Invoice Description	Invoice Number	Invoice Amount													
Load & Haul Oversized Material	215	\$418.02													
Worsley Hamlet Garbage Haul	214	\$210.00													
Transfer Stations Contract	213	\$10,340.62													
COUNTY OF GRANDE PRAIRIE NO. 1	029364	7/09/24	\$236.25												
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Authorized Assistant Training</td> <td>1850</td> <td>\$236.25</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Authorized Assistant Training	1850	\$236.25						
Invoice Description	Invoice Number	Invoice Amount													
Authorized Assistant Training	1850	\$236.25													

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DAVE GILLETT	029365	7/09/24	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	82667-062424	\$100.00	
DWG PROCESS SUPPLY LTD.	029366	7/09/24	\$6,635.30
Invoice Description	Invoice Number	Invoice Amount	
Antiscalant - WWTP	1064431	\$6,635.30	
ERVIN KONRATT	029367	7/09/24	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	82579-061924	\$50.00	
FURSTENWERTH, JOHN	029368	7/09/24	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	82332-062124	\$50.00	
GREAT WEST MEDIA	029369	7/09/24	\$1,395.83
Invoice Description	Invoice Number	Invoice Amount	
Newsletter Printing	GWM13902	\$1,395.83	
GRIMSHAW GRAVEL SALES	029370	7/09/24	\$11,285.40
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lake Road Repair	24309	\$3,630.90	
Spot Gravelling	24323	\$7,654.50	
H & G MASON HOLDINGS	029371	7/09/24	\$6,280.00
Invoice Description	Invoice Number	Invoice Amount	
Hauling & Loading Fill Dirt	2007	\$1,859.00	
Culvert Replacement	2008	\$609.00	
Load/Haul Dirt/Culvert Replace	2009	\$2,258.00	
Load & Haul Dirt	2010	\$940.00	
Sulphur Lake Rd Washout Repair	2011	\$614.00	
HAGEN EMERY	029372	7/09/24	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	82488-062724	\$50.00	
HALE, BENNY	029373	7/09/24	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	82673-062624	\$50.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
INFOR (CANADA) LTD.	029374	7/09/24	\$161.67
Invoice Description	Invoice Number	Invoice Amount	
F9 Renewal	P-377664-CA02B	\$161.67	
LEARN-RITE COURSES INC.	029375	7/09/24	\$3,320.99
Invoice Description	Invoice Number	Invoice Amount	
H2S Course	138233	\$3,320.99	
LEFEBVRE ROXANNE	029376	7/09/24	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
Cemetery Grant - Old HC Cem	061124	\$500.00	
PETERS JUDY	029377	7/09/24	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	82541-061724	\$50.00	
PRT GROWING SERVICES LTD.	029378	7/09/24	\$2,836.58
Invoice Description	Invoice Number	Invoice Amount	
Shelterbelt Seedlings	AS-011564	\$2,836.58	
R&R ROAD LTD.	029379	7/09/24	\$4,095.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	4892	\$2,205.00	
SL/SC GB16	4891	\$1,890.00	
REVIVE ECOWASH SOLUTIONS LTD.	029380	7/09/24	\$1,758.75
Invoice Description	Invoice Number	Invoice Amount	
Clean Outside of Office & Shop	6049	\$1,758.75	
ROAMING TRANSPORT	029381	7/09/24	\$6,867.53
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0517	\$6,867.53	
RUSSELL WANDA & BRIAN	029382	7/09/24	\$6,510.00
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lake Caretaker	063024	\$6,510.00	
SCANALTA POWER SALES LTD.	029383	7/09/24	\$223.69
Invoice Description	Invoice Number	Invoice Amount	
Parts - Unit 64-34	I0091837	\$223.69	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																																	
SKERRATT, CLAYTON AND ANN	029384	7/09/24	\$1,950.00																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>June Janitorial Services</td> <td>223276</td> <td>\$1,950.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	June Janitorial Services	223276	\$1,950.00																											
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TRINUS TECHNOLOGIES INC.	029385	7/09/24	\$5,778.92																																	
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TURNER'S TRUCK SERVICE LTD.	029386	7/09/24	\$1,501.50																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Trucking Gravel-Many Islands</td> <td>0124</td> <td>\$1,501.50</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Trucking Gravel-Many Islands	0124	\$1,501.50																											
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Trucking Gravel-Many Islands	0124	\$1,501.50																																		
URE RYAN	029387	7/09/24	\$8,531.25																																	
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Invoice Description	Invoice Number	Invoice Amount																																		
Running/Stoney Lake Caretaker	082938	\$8,531.25																																		
WILD ELECTRIC LTD.	029388	7/09/24	\$555.42																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Repair Makeup Air Unit</td> <td>36755</td> <td>\$555.42</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Repair Makeup Air Unit	36755	\$555.42																											
Invoice Description	Invoice Number	Invoice Amount																																		
Repair Makeup Air Unit	36755	\$555.42																																		
WORSLEY GRAVEL SUPPLY LTD.	029389	7/09/24	\$23,848.09																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Gravel Haul - Running Lake Rd</td> <td>7149-060524</td> <td>\$423.06</td> </tr> <tr> <td>Trucking Gravel-Many Islands</td> <td>8074</td> <td>\$1,396.50</td> </tr> <tr> <td>Approach Construction</td> <td>8075</td> <td>\$1,238.79</td> </tr> <tr> <td>Approach Replacement</td> <td>8077</td> <td>\$1,250.21</td> </tr> <tr> <td>Gravel Haul</td> <td>8056</td> <td>\$894.94</td> </tr> <tr> <td>Rd Repair Spot Gravelling</td> <td>8078</td> <td>\$1,979.92</td> </tr> <tr> <td>Spot Gravelling</td> <td>8097</td> <td>\$2,649.02</td> </tr> <tr> <td>Centerline Replacement</td> <td>8082</td> <td>\$1,917.55</td> </tr> <tr> <td>Trucking Gravel-Many Islands</td> <td>8112</td> <td>\$1,396.50</td> </tr> <tr> <td>Gravel - Many Islands Road</td> <td>8069</td> <td>\$10,701.60</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Gravel Haul - Running Lake Rd	7149-060524	\$423.06	Trucking Gravel-Many Islands	8074	\$1,396.50	Approach Construction	8075	\$1,238.79	Approach Replacement	8077	\$1,250.21	Gravel Haul	8056	\$894.94	Rd Repair Spot Gravelling	8078	\$1,979.92	Spot Gravelling	8097	\$2,649.02	Centerline Replacement	8082	\$1,917.55	Trucking Gravel-Many Islands	8112	\$1,396.50	Gravel - Many Islands Road	8069	\$10,701.60
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Trucking Gravel-Many Islands	8112	\$1,396.50																																		
Gravel - Many Islands Road	8069	\$10,701.60																																		
WYCLIFFE ENTERPRISES LTD.	029390	7/09/24	\$8,426.25																																	
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Eureka GB13</td> <td>878</td> <td>\$7,481.25</td> </tr> <tr> <td>Cleaning Culvert Ends</td> <td>879</td> <td>\$945.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Eureka GB13	878	\$7,481.25	Cleaning Culvert Ends	879	\$945.00																								
Invoice Description	Invoice Number	Invoice Amount																																		
Eureka GB13	878	\$7,481.25																																		
Cleaning Culvert Ends	879	\$945.00																																		
Report Total			\$156,711.86																																	

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 6/26/24 7/09/24
 Vendor ID First Last Chequebook ID First Last
 Vendor Name First Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
029357	ALSE01	ALS CANADA LTD	7/09/24	ATB	PMCHQ00001267	\$422.10
029358	AMSC05	AMSC INSURANCE SERVICES LTD	7/09/24	ATB	PMCHQ00001267	\$23,298.88
029359	BASS03	SHAUN BASS	7/09/24	ATB	PMCHQ00001267	\$50.00
029360	BEAN01	HERB BEAN	7/09/24	ATB	PMCHQ00001267	\$60.00
029361	BOSCHWICK01	BOSCHWICK CONTRACTING	7/09/24	ATB	PMCHQ00001267	\$18,120.42
029362	BUBBLEUP01	BUBBLE UP MARKETING	7/09/24	ATB	PMCHQ00001267	\$743.40
029363	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	7/09/24	ATB	PMCHQ00001267	\$10,968.64
029364	COUNTYGP01	COUNTY OF GRANDE PRAIRIE NO.1	7/09/24	ATB	PMCHQ00001267	\$236.25
029365	GILLETDA	DAVE GILLET	7/09/24	ATB	PMCHQ00001267	\$100.00
029366	DWG	DWG PROCESS SUPPLY LTD.	7/09/24	ATB	PMCHQ00001267	\$6,635.30
029367	KONRATT02	ERVIN KONRATT	7/09/24	ATB	PMCHQ00001267	\$50.00
029368	FURSTENWERTH02	JOHN FURSTENWERTH	7/09/24	ATB	PMCHQ00001267	\$50.00
029369	GREATWEST	GREAT WEST MEDIA, LP	7/09/24	ATB	PMCHQ00001267	\$1,395.83
029370	GRIMSHAW02	GRIMSHAW GRAVEL SALES	7/09/24	ATB	PMCHQ00001267	\$11,285.40
029371	H&GMASON01	H & G MASON HOLDINGS	7/09/24	ATB	PMCHQ00001267	\$6,280.00
029372	HAGENE	EMERY HAGEN	7/09/24	ATB	PMCHQ00001267	\$50.00
029373	HALEB	BENNY HALE	7/09/24	ATB	PMCHQ00001267	\$50.00
029374	INFORCAN01	INFOR (CANADA) LTD.	7/09/24	ATB	PMCHQ00001267	\$161.67
029375	LEARNRITE	LEARN-RITE COURSES INC.	7/09/24	ATB	PMCHQ00001267	\$3,320.99
029376	LEFEBVRE01	LEFEBVRE ROXANNE	7/09/24	ATB	PMCHQ00001267	\$500.00
029377	PETERS10	JUDY PETERS	7/09/24	ATB	PMCHQ00001267	\$50.00
029378	PRT	PRT GROWING SERVICES LTD.	7/09/24	ATB	PMCHQ00001267	\$2,836.58
029379	R&R01	R&R ROAD LTD.	7/09/24	ATB	PMCHQ00001267	\$4,095.00
029380	REVIVE	REVIVE ECOWASH SOLUTIONS LTD.	7/09/24	ATB	PMCHQ00001267	\$1,758.75
029381	ROAMING	ROAMING TRANSPORT	7/09/24	ATB	PMCHQ00001267	\$6,867.53
029382	RUSSELLB	WANDA & BRIAN RUSSELL	7/09/24	ATB	PMCHQ00001267	\$6,510.00
029383	SCANALTA01	SCANALTA POWER SALES LTD.	7/09/24	ATB	PMCHQ00001267	\$223.69
029384	SKERRATT	CLAYTON AND ANN SKERRATT	7/09/24	ATB	PMCHQ00001267	\$1,950.00
029385	TRINUS01	TRINUS TECHNOLOGIES INC.	7/09/24	ATB	PMCHQ00001267	\$5,778.92
029386	TURNERS01	TURNER'S TRUCK SERVICE LTD.	7/09/24	ATB	PMCHQ00001267	\$1,501.50
029387	URER	RYAN URE	7/09/24	ATB	PMCHQ00001267	\$8,531.25
029388	WILDELECT01	WILD ELECTRIC LTD.	7/09/24	ATB	PMCHQ00001267	\$555.42
029389	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	7/09/24	ATB	PMCHQ00001267	\$23,848.09
029390	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	7/09/24	ATB	PMCHQ00001267	\$8,426.25

Total Cheques: 34

Total Amount of Cheques: \$156,711.86

ATB MASTER CARD DETAILS			
DATE OF PURCHASE	PLACE OF PURCHASE	DESCRIPTION	AMOUNT
5/23/24	GoTo Technologies Canada Ltd	Video Conferencing Account - EA	\$ 27.30
5/29/24	Amazon	Reception Area Furniture - EA	\$ 556.49
5/30/24	Canada Post	Newsletter Mailout - EA	\$ 61.79
5/30/24	Canada Post	Newsletter Mailout - EA	\$ 49.62
5/30/24	Canada Post	Newsletter Mailout - EA	\$ 94.27
5/30/24	Canada Post	Newsletter Mailout - EA	\$ 9.36
5/30/24	Canada Post	Newsletter Mailout - EA	\$ 7.96
5/30/24	Canada Post	Newsletter Mailout - EA	\$ 127.33
5/30/24	Amazon	Reception Area Furniture - EA	\$ 960.17
5/30/24	Amazon	Reception Area Furniture - EA	\$ 367.49
5/30/24	Amazon	Reception Area Furniture - EA	\$ 44.09
5/30/24	Amazon	Reception Area Furniture - EA	\$ 73.48
6/03/24	Amazon	Trade Show Bags - EA	\$ 959.92
6/05/24	Sheraton Suites	Reeve FCM Room - EA	\$ 1,229.36
6/05/24	Sheraton Suites	Councillor FCM Room - EA	\$ 1,229.36
6/05/24	Sheraton Suites	Councillor FCM Room - EA	\$ 1,229.36
6/05/24	Sheraton Suites	CAO FCM Room - EA	\$ 1,229.36
5/06/24	Canadian Payroll Association	Payroll Clerk Training - CSM	\$ 786.45
5/25/24	Hotel Arts	Fire Chief Conference Room - CSM	\$ 830.80
5/25/24	Hotel Arts	Fire Chief Conference Room - CSM	\$ 830.80
5/27/24	Hotel Arts	Fire Chief Conference Room - CSM	\$ 623.10
5/08/24	Canada Post	Tax Notice Mailout - AP	\$ 64.77
5/11/24	Amazon	Payroll Clerk Supplies - AP	\$ 36.74
5/12/24	Amazon	Payroll Clerk Supplies - AP	\$ 25.30
5/12/24	Amazon	Payroll Clerk Supplies/Coffee - AP	\$ 133.13
5/13/24	Amazon	Payroll Clerk Calculator - AP	\$ 121.80
5/14/24	Eventbrite	2024 PRAAAF Training Workshop - AP	\$ 800.00
5/15/24	Amazon	Cutlery Trays for Events - AP	\$ 47.84
5/18/24	Amazon	Office Stationary Supplies - AP	\$ 52.12
5/22/24	Amazon	Poster Sign Stands for Events - AP	\$ 235.27
5/23/24	Amazon	Coffee/CAO Phone Charger - AP	\$ 94.31
5/28/24	Amazon	Poster Sign Stands for Events - AP	\$ 242.87
5/29/24	Amazon	CAO Charger - AP	\$ 34.63
6/05/24	Amazon	Payroll Gatekeeper Batteries - AP	\$ 8.02



ATB

CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard

MONTHLY STATEMENT
MAY 08 to JUN 06, 2024

We'd like to help you
atb.com
1-800-332-8383

YOUR ACCOUNT SUMMARY

Statement date: June 06, 2024

PREVIOUS CHARGES AND PAYMENTS

Your previous balance	\$4,280.45
Payments made from May 08 to Jun 06 - Thank you	-\$4,280.45
Credits	\$0.00
Total payments and credits	-\$4,280.45

NEW CHARGES

Purchases and returns	\$13,224.66
Cash advances and Mastercard cheques	\$0.00
Fees and adjustments	\$0.00
Interest charges	\$0.00
Total new charges	\$13,224.66
Your new balance	\$13,224.66



MINIMUM PAYMENT AND CREDIT LIMIT

Minimum payment due	\$397.00	Your credit limit	\$60,000.00
Payment due date	June 27, 2024	Available credit on Jun 06	\$46,775.34

Page 1 of 6

ATB Financial



Payment Slip

If you're paying by mail, please send this remittance slip with your cheque to:

ATB Financial Mastercard
P.O. Box 21063
Calgary, AB T2P 4H5

YOUR NEW BALANCE

Your new balance : **\$13,224.66**

Minimum payment due: **\$397.00**

Payment due date: **June 27, 2024**

Amount enclosed: \$

PFDATFXH **004322**
CLEAR HILLS COUNTY *
PO BOX 240
WORSLEY AB T0H 3W0

PAYMENTS AND CREDITS

Any payments you made that we received after June 06, 2024 will appear on your next statement.

Date Posted	Description	Amount (\$)
May 28	AUTOMATIC PAYMENT-THANKS	-4,280.45
Total payments and credits		-\$4,280.45

\$13,224.66 will be debited from your account and credited as your automatic payment on Jun 27, 2024.

PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
May 23	May 23	GOTOCOM*GOTOMEETING GOTO.COM QC	27.30
May 29	May 29	AMZN MKTP CA*254YK79U3 WWW.AMAZON.CA ON	556.49
May 30	May 30	CPC SCP/C176745469 OTTAWA ON	61.79
May 30	May 30	CPC SCP/C176745083 OTTAWA ON	49.62
May 30	May 30	CPC SCP/C176745330 OTTAWA ON	94.27
May 30	May 30	CPC SCP/C176745053 OTTAWA ON	9.36
May 30	May 30	CPC SCP/C176744407 OTTAWA ON	7.96
May 30	May 30	CPC SCP/C176745295 OTTAWA ON	127.33
May 30	May 30	AMZN MKTP CA*EM1S966C3 WWW.AMAZON.CA ON	960.17
May 30	May 30	AMZN MKTP CA*DA9AW58J3 WWW.AMAZON.CA ON	367.49
May 30	May 30	AMZN MKTP CA*U6NT4FE3 WWW.AMAZON.CA ON	44.09
May 30	May 30	AMZN MKTP CA*JU4UH6QO3 WWW.AMAZON.CA ON	73.48
Jun 03	Jun 03	AMZN MKTP CA*C11AW2TM3 WWW.AMAZON.CA ON	959.92
Jun 05	Jun 05	SHERATON EAU CLAIRE SU CALGARY AB	1,229.36
Jun 05	Jun 05	SHERATON EAU CLAIRE SU CALGARY AB	1,229.36
Jun 05	Jun 05	SHERATON EAU CLAIRE SU CALGARY AB	1,229.36
Jun 05	Jun 05	SHERATON EAU CLAIRE SU CALGARY AB	1,229.36
Total for			\$8,256.71

(continued on next page)

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Payments

You can make your payment by:

- Autopay (**pre-authorized debit**)
- **ABM**
- **Telephone** banking
- **Internet** banking
- **Mail**, to the address alongside
- at any **ATB branch**.

Please allow enough time for your payment to reach us by the due date.

Mail your payments and enquiries to:

ATB Financial Mastercard
P.O. Box 21063
Calgary, AB T2P 4H5

MONTHLY STATEMENT
MAY 08 to JUN 06, 2024

PURCHASES AND RETURNS (continued)

Date Charged	Date Posted	Description	Amount (\$)
May 06	May 08	CANADIAN PAYROLL ASSOC TORONTO ON	786.45
May 25	May 25	HOTEL ARTS CALGARY AB	830.80
May 25	May 25	HOTEL ARTS CALGARY AB	830.80
May 27	May 27	HOTEL ARTS CALGARY AB	207.70
May 27	May 27	HOTEL ARTS CALGARY AB	415.40
Total for			\$3,071.15

Date Charged	Date Posted	Description	Amount (\$)
May 08	May 08	CPC / SCP 577944 WORSLEY AB	64.77
May 11	May 11	AMZN MKTP CA*WR4A26373 WWW.AMAZON.CA ON	36.74
May 12	May 12	AMZN MKTP CA*BY7K00DZ3 WWW.AMAZON.CA ON	25.30
May 12	May 12	AMZN MKTP CA*R18NX13I1 WWW.AMAZON.CA ON	133.13
May 13	May 13	AMZN MKTP CA*NK0P34043 WWW.AMAZON.CA ON	121.80
May 14	May 14	EVENTBRITE/2024PRAAAFS SAINT JOHN NB	800.00
May 15	May 15	AMZN MKTP CA*P426334K3 WWW.AMAZON.CA ON	47.84
May 18	May 18	AMZN MKTP CA*649V74BJ3 WWW.AMAZON.CA ON	52.12
May 22	May 22	AMZN MKTP CA*XE4FR04Q3 WWW.AMAZON.CA ON	235.27
May 23	May 23	AMZN MKTP CA*MQ41N71H3 WWW.AMAZON.CA ON	94.31
May 28	May 28	AMZN MKTP CA*9M1UZ6FL3 WWW.AMAZON.CA ON	242.87
May 29	May 29	AMZN MKTP CA*6O77G8EJ3 WWW.AMAZON.CA ON	34.63
Jun 05	Jun 05	AMZN MKTP CA*5N3NO9LM3 WWW.AMAZON.CA ON	8.02
Total for			\$1,896.80

Total purchases and returns **\$13,224.66**

INTEREST CHARGES

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Purchases	0.00	9.20 (v)
Cash advances and Mastercard cheques	0.00	9.20 (v)

Total interest charges **\$0.00**

(v) - Variable (f) - Fixed

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	July 9, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 292-24 – Penalties on Unpaid Taxes
File:	12-05-10

DESCRIPTION:

Bylaw No. 292-24 authorizes the rates of penalties to be levied against unpaid taxes as well as the dates they are applied.

BACKGROUND / PROPOSAL:

Bylaw No. 292-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes, has been prepared for first, second and third reading.

ATTACHMENTS

- Bylaw No. 292-24 showing changes
- Bylaw No. 292-24 final copy

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 292-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

AND

RESOLUTION by ... that second reading be given to Bylaw No. 292-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

AND

RESOLUTION by ... to proceed to third and final reading of Bylaw No. 292-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

Unanimous consent is required to proceed

AND

RESOLUTION by ... that third reading be given to Bylaw No. 292-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

Initials show support - Reviewed by:

Manager:

CAO:

BYLAW NO. ~~250-20292-04~~

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF IMPOSING PENALTIES ON UNPAID PROPERTY TAXES.

WHEREAS, Section 3 44(1) of the Municipal Government Act, 2000, allows for the imposing of penalties in the year in which a tax is imposed, if the tax remains unpaid after the date shown on the tax notice; and

WHEREAS, Section 3 45(1) of the Municipal Government Act, 2000, allows for the imposing of penalties in any year following the year in which a tax is imposed, if the tax remains unpaid after the December 3 1of the year in which it is imposed; and

WHEREAS, the Council of Clear Hills County, in the Province of Alberta, desires to impose a penalty on unpaid taxes.

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

1. THAT, all property taxes of Clear Hills County shall be due and payable in full on or before July ~~1517-of each and every year~~. If July ~~15-17~~ lands on a non-business day, the property taxes shall be due and payable the next business day after July ~~1517~~.
2. THAT, a penalty rate of SIX PERCENT (6%) shall be imposed on ~~July 16 or~~ the next business day after the July due date in each year on property taxes remaining unpaid after the July 15 due date in the current year and on any property taxes remaining unpaid from previous years.
- ~~3. THAT, the July 2020 penalty be waived due to Covid 19 and to follow the Non-Residential Property Tax Guidelines set out by Alberta Municipal Affairs.~~
- ~~4.3.~~ THAT, in the event of any taxes remaining unpaid after December 3 1of the year for which they are levied, there shall be added thereto by way of a penalty, an amount equal to SIX PERCENT (6%) on the second business day of January of the the succeeding year, and in each succeeding year thereafter, so long as the taxes remaining unpaid.
- ~~5.4.~~ THAT, any penalty so added shall be added to and shall form part of the unpaid taxes.
- ~~6.5.~~ THAT, this bylaw shall come into force and effect on the date of final reading hereof.
- ~~7.6.~~ THAT, Bylaw No. 22 is hereby repealed.
- ~~8.7.~~ THAT, Bylaw 87-06 is hereby repealed.
- ~~8.~~ THAT, Bylaw 250-20 is hereby repealed.
9. THAT, this bylaw shall come into force and effect on the date of the final reading hereof.

BYLAW NO. ~~250-20292-24~~
Imposing Penalties on Unpaid Property Taxes

READ a first time this ___ day of _____ A.D., ~~2020~~2024.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this ___ day of _____ A.D., ~~2020~~2024.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this ___ day of _____ A.D., ~~2020~~2024.

~~Miron Croy~~Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

BYLAW NO. 292-04

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF IMPOSING PENALTIES ON UNPAID PROPERTY TAXES.

WHEREAS, Section 344 (1) of the Municipal Government Act, 2000, allows for the imposing of penalties in the year in which a tax is imposed, if the tax remains unpaid after the date shown on the tax notice; and

WHEREAS, Section 345 (1) of the Municipal Government Act, 2000, allows for the imposing of penalties in any year following the year in which a tax is imposed, if the tax remains unpaid after the December 31 of the year in which it is imposed; and

WHEREAS, the Council of Clear Hills County, in the Province of Alberta, desires to impose a penalty on unpaid taxes.

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

1. THAT, all property taxes of Clear Hills County shall be due and payable in full on or before July 17. If July 17 lands on a non-business day, the property taxes shall be due and payable the next business day after July 17.
2. THAT, a penalty rate of SIX PERCENT (6%) shall be imposed on the next business day after the July due date in each year on property taxes remaining unpaid after the July due date in the current year and on any property taxes remaining unpaid from previous years.
3. THAT, in the event of any taxes remaining unpaid after December 31 of the year for which they are levied, there shall be added thereto by way of a penalty, an amount equal to SIX PERCENT (6%) on the second business day of January of the the succeeding year, and in each succeeding year thereafter, so long as the taxes remaining unpaid.
4. THAT, any penalty so added shall be added to and shall form part of the unpaid taxes.
5. THAT, this bylaw shall come into force and effect on the date of final reading hereof.
6. THAT, Bylaw No. 22 is hereby repealed.
7. THAT, Bylaw 87-06 is hereby repealed.
8. THAT, Bylaw 250-20 is hereby repealed.
9. THAT, this bylaw shall come into force and effect on the date of the final reading hereof.

BYLAW NO. 292-24
Imposing Penalties on Unpaid Property Taxes

READ a first time this ____ day of _____ A.D.,2024.

READ a second time this ____ day of _____ A.D.,2024.

READ a third time this ____ day of _____ A.D.,2024.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Uncollectable Tax Write-offs
File:	12-07-02

DESCRIPTION:

Alberta municipalities continue to struggle to collect property taxes from the oil and gas sector.

BACKGROUND:

Nine oil and gas properties were purchased through receivership effective October 7, 2021. Per the purchase agreement the new owners are not responsible for the property taxes or penalties prior to the purchase date.

Administration has been informed by legal counsel that the receivership has ended and there is no chance the County will be able to collect the outstanding taxes. The lawyer's recommendation is to write the outstanding amounts off.

The current balance of the Uncollectable Tax Allowance is \$1,717,098.15.

ATTACHMENTS:

- Uncollectable Tax Listing (for the nine purchased rolls).

RECOMMENDATION:

1. **RESOLUTION** by... to write off the outstanding balances of the rolls listed for a total of \$188,279.63.

OR

2. **RESOLUTION** by...

Initials show support - Reviewed by:	Manager: 	CAO: 
---------------------------------------------	-------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------

Roll #	Total Uncollectable	Less PERC & DIRC	Total Write Off	Class	Notes:	Legal Opinion:
314605	10,465.55	260.90	10,204.65	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
314907	87,816.54	1,438.58	86,377.96	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
315076	30,670.22	1,025.31	29,644.91	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
316039	4,852.45	100.25	4,752.20	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
316237	9,601.90	142.61	9,459.29	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
316399	28,076.51	422.56	27,653.95	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
316417	9,194.01	151.40	9,042.61	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
316564	10,386.65	125.36	10,261.29	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
315377	962.70	79.93	882.77	O&G	Receivership ending, no further sale of assets possible	Recommends writing them off
	192,026.53	3,746.90	188,279.63			

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Funding Request – MD of Fairview
File:	68-02-02

DESCRIPTION:

The Municipal District of Fairview is requesting a 1/3 cost share for the unfunded portion of the overlay of the Fairview Airport runway.

BACKGROUND:

At the May 16, 2023 Regular Council Meeting, Council was provided with a funding request from the Municipal District of Fairview for a 1/3 cost share of the Fairview Airport runway overlay project. At that time Council made the following motion:

C252-23(05-16-23) RESOLUTION by Reeve Bean to table the request from the Municipal District of Fairview requesting a 1/3 cost share for the unfunded portion of the overlay of the Fairview Airport runway until the next Regular Council Meeting. CARRIED.

The MD of Fairview originally requested \$96,325.42 however when they received the bids for the project the bids were higher than the engineer's estimated costs. They successfully applied to the province for additional Strategic Transportation Infrastructure Program (STIP) funding and have sent a new funding request letter. The amount the MD of Fairview is now requesting is \$139,030.00.

PRIOR FUNDING:

In 2023 the County donated \$16,641.89 for the replacement of the Automated Weather Observation System (AWOS) at the Fairview Airport.

ATTACHMENTS:

- May 16, 2023 Funding Request RFD package
- February 28, 2024 Funding Request Follow Up Letter
- July 2, 2024 Funding Request Letter

RECOMMENDATION:

1. **RESOLUTION** by... to approve a general grant to the MD of Fairview in the amount of \$139,030.00 for the 1/3 cost share of the Fairview Airport runway overlay with funds to be allocated from the Economic Development Reserve.

OR

Initials show support - Reviewed by:	Manager:		CAO:	
---------------------------------------------	-----------------	---------------------------------------------------------------------------------------	-------------	---------------------------------------------------------------------------------------

2. **RESOLUTION** by... to approve a general grant to the MD of Fairview in the amount of _____ for the Fairview Airport runway overlay with funds to be allocated from the Economic Development Reserve.

OR

3. **RESOLUTION** by... to deny the MD of Fairview's funding request.

Initials show support - Reviewed by:	Manager:	CAO:
---------------------------------------------	-----------------	-------------

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 16, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Funding Request – MD of Fairview
File:	11-02-02

DESCRIPTION:

The Municipal District of Fairview is requesting a 1/3 cost share for the unfunded portion of the overlay of the Fairview Airport runway.

BACKGROUND:

The Municipal District of Fairview has been approved for Strategic Transportation Infrastructure Program (STIP) funding for the pavement overlay on the Fairview Airport runway. The total estimated project cost is \$1,157,000.00. STIP funds at a level of 75% leaving the remaining 25% to be funded by other sources.

The MD of Fairview is requesting that Council consider a 1/3 cost share for the remaining \$288,976.25.

ATTACHMENTS:

- April 26, 2023, Funding Request Letter

RECOMMENDATION:

1. **RESOLUTION** by... to approve a general grant to the MD of Fairview in the amount of \$96,325.42 for the 1/3 cost share of the Fairview Airport runway overlay with funds to be allocated from the Economic Development Reserve.

OR

2. **RESOLUTION** by... to approve a general grant to the MD of Fairview in the amount of _____ for the Fairview Airport runway overlay with funds to be allocated from the Economic Development Reserve.

OR

3. **RESOLUTION** by... to deny the MD of Fairview's funding request.

Initials show support - Reviewed by:

Manager:



CAO:





Box 189
FAIRVIEW, ALBERTA
T0H1L0

Email: mdinfo@mdfairview.ab.ca

PHONE: 780-835-4903
FAX: 780-835-3131

April 26, 2023

Clear Hills County Council

Dear Council:

The MD of Fairview was successful in accessing the STIP Grant for the Fairview runway overlay project this year. As you are aware the MD of Fairview has applied for the past few years for the grant but have always been denied.

The estimated cost to complete the runway overlay project is \$1,157,000.00 with the STIP Grant being 75% of the Cost or \$868,022.75. This leaves the balance of \$288,976.25 to be funded by other sources.

This project will be going to tender shortly, and in conjunction with Transportations Tender for Highway 2 overlay we might be able to get a contractor to give a better price. The project is slated to be complete before the end of 2023.

With the Spirit River Runway being shut down for winter, it appears the Fairview Airport has had increased use by AHS Air Ambulance.

The MD of Fairview Council is requesting that Clear Hills County consider a 1/3 cost split on the difference between the grant and the actual cost which would be (\$96,325.42). We have also approached Town of Fairview for a third.

Yours truly,

Robert Jorgensen
Chief Administrative Officer

COPY



Box 189
FAIRVIEW, ALBERTA
T0H1L0

Email: mdinfo@mdfairview.ab.ca

PHONE: 780-835-4903
FAX: 780-835-3131

February 28, 2024

Clear Hills County
Box 240
313 Alberta Ave.
Worsley, Alberta
T0H 3W0

Via Email to: cao@clearhillscounty.ab.ca

Dear CAO Rowe,

Re: Fairview Airport – CEB5 Airport Paving (IASL 147C)

Please be advised that on February 27, 2024, Council of the M.D. of Fairview No. 136 considered submissions received in response to the Invitation to Bid identified as Fairview Airport – CEB5 Airport Paving (IASL 147C).

All submissions received were in excess of the budgeted project amount, and the Municipality was not in a financial position to award a contract. As such, Council passed the following motion:

MOTION #24-089
Reeve Kolodychuk

Moved that Council not award Fairview Airport – CEB5 Airport Paving (IASL 147C), due to all bids exceeding budgeted project allocation.

Further, that Council direct Administration to advise Alberta Transportation and Corridors that the project for which STIP funding was approved will not be proceeding at this time, due to Municipal financial constraints and that an application will be submitted when the next application year opens.

Lastly, that Council direct Administration to investigate further funding opportunities for Airport Asphalt Overlay.
CARRIED.

Further to the foregoing, myself or Robert (on his return) will be preparing a new application for increased STIP funding (to be submitted when the next application year opens) and will be investigating additional funding opportunities.

You will be kept apprised as new information becomes available. Should you have any questions, comments or concerns regarding the above-noted, please do not hesitate to contact me.

Thank you,

A handwritten signature in black ink, appearing to read "Lyndsey K. Lawrence".

Lyndsey K. Lawrence
Director of Legislative Services / Development Officer



Box 189
FAIRVIEW, ALBERTA
T0H1L0

Email: mdinfo@mdfairview.ab.ca

PHONE: 780-835-4903
FAX: 780-835-3131

July 2, 2023

Clear Hills County Council

email: Allan@clearhillscounty.ab.ca

RE: Request for financial assistance

Dear Council:

As you are aware, the tender bid for the airport overlay came in higher than the engineer's estimated costs. The MD Council then contacted the Government of Alberta, Transportation, requesting an increase in the STIP Grant to offset the bid price.

The Government of Alberta has revised the STIP Grant, increasing it by an additional \$383,240.00, bringing the total grant to \$1,251,263.00. This covers 75% of the total cost of \$1,668,352.00 or the bid price.

This leaves a balance of \$417,089.00 to be funded by other sources.

The Fairview Airport is a crucial asset for the fixed-wing Air Ambulance service, serving many of our County, MD, and Town residents. It was also used as a staging area for the heavy helicopters needed to fight the forest fires in 2023.

The MD of Fairview is requesting that Clear Hills County assist with financing 1/3 (\$139,030.00) of the amount not covered by the STIP Grant.

The MD will also be making a similar request to the Town of Fairview for 1/3 of the cost.

Yours truly,

Robert Jorgensen
Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 09,2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	BYLAW NO. 245-19 MUNICIPAL EMERGENCY MANAGEMENT
File:	23-02-02

DESCRIPTION:

Council is presented with updates to Bylaw No. 245-19 following Bill 21 updates that have been made to the Emergency Management Act.

ATTACHMENTS:

- Current Bylaw No. 245-19 Municipal Emergency Management
- Bylaw No. 290-24 Municipal Emergency Management

RECOMMENDED ACTION:

RESOLUTION by that first reading be given to Bylaw No. 290-24, a Bylaw of Clear Hills County, in the Province of Alberta, Municipal Emergency Management.

RESOLUTION by that second reading be given to Bylaw No. 290-24, a Bylaw of Clear Hills County, in the Province of Alberta, Municipal Emergency Management.

RESOLUTION by proceed to a third and final reading be given to Bylaw No. 290-24, a Bylaw of Clear Hills County, in the Province of Alberta, Municipal Emergency Management.

RESOLUTION by that a third reading be given to Bylaw No. 290-24, a Bylaw of Clear Hills County, in the Province of Alberta, Municipal Emergency Management.

Initials show support - Reviewed by:

Manager:

CAO:



BYLAW NO. ~~245-19-290-24~~
MUNICIPAL EMERGENCY MANAGEMENT

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, BEING THE MUNICIPAL EMERGENCY MANAGEMENT BYLAW.

WHEREAS the Council of Clear Hills County, in the Province of Alberta is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act*, ~~Chapter E-6.8, Revised Statutes of Alberta 2000~~, to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency; and

WHEREAS it is desirable and in the public interest and in the interests of public safety, that such a committee be appointed, and such an agency be established and maintained to carry out Council's statutory powers and obligations under the *Emergency Management Act*.

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw may be cited as the Municipal Emergency Management Bylaw.
2. In this bylaw:
 - a) "Act" means the *Emergency Management Act*. ~~Chapter E-6.8, Revised Statutes of Alberta 2000~~
 - b) "Chief Administrative Officer" or "CAO" means the person appointed by Council under ~~section 205 of~~ the *Municipal Government Act* to be chief administrative officer for the County.
 - c) "Council" shall mean the Council of Clear Hills County.
 - d) "Deputy Director" means a person appointed by the CAO under section 9 of this bylaw to be a Deputy Director of Emergency Management.
 - e) "Director" means the person appointed by Council under section 5 of this bylaw to be Director of Emergency Management.
 - f) "Disaster" means an event that results in serious harm to the safety, health and welfare of people or in widespread damage to property or the environment.
 - g) "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment.
 - h) "Emergency Advisory Committee" or "Committee" means the Council committee established under this Bylaw.
 - i) "Emergency Management" means the management of Emergencies including all activities and risk management measures related to the phases of prevention, mitigation, preparedness, response and recovery.

- j) "Incident Command System" or "ICS: a command, control & coordination system prescribed by the Managing Director of the AEMA (Alberta Emergency Management Agency)
 - k) "Minister" means the Minister responsible for the *Emergency Management Act*,
 - l) "Municipal Emergency Advisory Agency" or "Agency" means the agency established under this bylaw.
3. There is hereby established an Emergency Advisory Committee to advise Council on the development of emergency plans and programs.
4. There is hereby established a Municipal Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew or terminate a state of local emergency, or the powers contained in Section 13 of this Bylaw.
5. The Chief Administrative Officer of Clear Hills County is hereby appointed as the Director of Emergency Management.
6. Council shall:
- a. provide for the payment of expenses of the members of the Municipal Emergency Advisory Committee;
 - b. ensure that an emergency management program and related plans are developed to address potential emergencies or disasters in the County;
 - c. approve the County's Municipal Emergency management plan; and
 - d. review the status of the Municipal Emergency Management Program and related plans at least once a year.
7. Council may:
- a. by bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency; and
 - b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency management plans or programs, including mutual aid agreements.
8. The Emergency Advisory Committee shall:
- a. consist of the Reeve ~~or~~ and the Deputy Reeve ~~who will chair the Committee and two other Members of Council~~, who are appointed by

Council, at the annual organization meeting. ~~In the absence of the Reeve or Deputy Reeve the remaining Committee members shall appoint a chair.~~

- b. review the Municipal Emergency Management Plan and related plans and program at least once annually.
 - c. advise Council on the status of the Municipal Emergency Management Program and related plans at least once annually.
 - d. shall evaluate the Municipal Emergency Management plan when activated and make suggestions that will enhance the Municipal Emergency Management Plan and overall program.
9. The Municipal Emergency Management Agency shall:
- a. be comprised of one or more of the following:
 - i. the Director of Emergency Management;
 - ii. the Deputy Director of Emergency Management;
 - iii. the Chief Administrative Officer, managers or other administrative staff member(s) of Clear Hills County;
 - iv. the RCMP detachment commander or designate;
 - v. The Fire Chiefs or designates from both fire departments;
 - vi. the Public Information Officer or designate;
 - vii. the Public Works Manager or designate;
 - viii. the Ambulance Service Director or designate;
 - ix. the Health Unit Director or designate;
 - x. The School Board Chairman or designate;
 - xi. representatives from adjacent communities which have entered into mutual aid agreements;
 - xii. representatives from local business or business associations (i.e. Chamber of Commerce);
 - xiii. representatives from local industry or industrial associations;
 - xiv. representatives from local utility companies (i.e. Telus, Atco)
 - xv. representatives from Alberta Agriculture and Forestry
 - xvi. representatives from Alberta Environment and Parks;
 - xvii. representatives from Alberta Infrastructure
 - xviii. anybody else who might serve a useful purpose in the preparation or implementation of the Emergency Management Plan.

- b. be responsible for carrying out the Emergency Management Plan during a state of local emergency;
- c. use the Incident Command System for emergency response and recovery activities.
- d. review the plan, participate in exercises, and make recommendations to the Emergency Advisory Committee that would enhance the plan;
- e. meet at least once per year to review the Emergency Management Plan.

10. The Director of Emergency Management shall:

- a. prepare and coordinate the Municipal Emergency Management Program and related plans for Clear Hills County;
- b. act as Director of Emergency Management, or ensure that someone is designated under the Municipal Emergency Management Plan to so act, on behalf of the Municipal Emergency management Agency;
- c. authorize and coordinate all emergency services and other resources used in an emergency; and/or
- d. ensure that someone is designated to discharge the responsibilities specified in paragraphs a., b., and c.
- e. appoint a Deputy Director of Emergency Management who shall do those things required of the Director of Emergency Management in that person's absence.

11. Method of Declaring a State of Local Emergency

- a. The power to declare, terminate or renew a state of local emergency under the Act, the powers specified in Section 13 of this Bylaw and the requirements specified in Section 12 of this Bylaw are hereby delegated to the Emergency Management Committee.
 - i. The Emergency Management Committee may, at any time when it is satisfied that an emergency exists or may exist, be resolution make a declaration of a State of Local Emergency.
 - ii. If the Reeve is available and not incapacitated by the Emergency, then the Reeve, acting alone constitutes a quorum of the Emergency Management Committee for the purpose of making a decision to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency or expand or reduce the part of the Municipality to which a State of Local Emergency applies.
 - iii. If the Reeve is unavailable or incapacitated, then the Deputy Reeve shall act alone for the purpose of making a decision to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency or expand or

- reduce the part of the Municipality to which a State of Local Emergency applies.
- iv. If both the Reeve and Deputy Reeve are unavailable or incapacitated then a member of the Committee has the authority to act as a quorum of one to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency or expand or reduce the part of the Municipality to which a State of Local Emergency applies on the recommendation of the Chief Administrative Officer and/or Director of Emergency Management, in accordance with that recommendation.
 - v. If the Reeve, Deputy Reeve, and Committee members are unavailable or incapacitated then the Chief Administrative Officer has the authority to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency or expand or reduce the part of the Municipality to which a State of Local Emergency applies.
12. When a State of Local Emergency is declared, the person(s) making the declaration shall:
- a. ensure that the declaration identifies the nature of the emergency and the area of the County in which it exists;
 - b. cause the details of the declaration to be published immediately by any means of communication considered most likely to notify the population of the area of the area affected; and
 - c. notify Alberta Emergency Management Agency, as soon as is reasonably practicable; and
 - d. forward a copy of the declaration to the Minister forthwith.
13. Subject to Section 12 of this Bylaw(, when a State of Local Emergency is declared the persons(s) making the declaration ~~may~~ MAY:
- a. cause the Emergency Management Plan to be put into operation;
 - b. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - c. authorize or require any qualified person to render aid of a type he or she is qualified to provide;
 - d. control or prohibit travel to or from any area of the County;
 - e. provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the County;

- f. cause the evacuation of persons and the removal of livestock and personal property from any area of the County that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
 - g. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
 - h. cause the demolition or removal of any trees, structures or crops if the demotion or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
 - i. procure or fix prices for food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources or equipment within the County for the duration of the state of emergency.
 - j. authorize the conscription of persons needed to meet an emergency; and
 - k. authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in paragraphs (b) through (j) in relation to any part of the County affected by a declaration of a state of local emergency.
14. No action lies against Council, the Emergency Advisory Committee, the Municipal Emergency Management Agency and their respective members, nor any other person acting under Council's direction or authority for anything done or omitted to be done in good faith while carrying out a power or duty under the Act, ~~the Regulations~~ or this Bylaw during a state of local emergency.
15. Notwithstanding Section 13 ~~of this Bylaw~~, Council and any member of Council and any person acting under the direction or authorization of Council is liable for gross negligence in carrying out their duties under this bylaw.
16. ~~When, in the opinion of the person or persons declaring~~ ~~an emergency~~ ~~they shall, be resolution~~ In the event that the state of local emergency, ~~an emergency~~ no longer exists in relation to which the declaration was made, ~~they shall, be resolution~~ a motion by Council will be made to terminate the declaration.
17. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
- a. A ~~resolution~~ ~~motion by council~~ is passed ~~under Section 15~~.
 - b. A period of seven days has lapsed since it was declared, unless it is renewed by ~~a motion of council resolution~~;
 - c. The Lieutenant Governor ~~in Council~~ makes an order for a state of emergency under the Act relating to the same area; or
 - d. The Minister cancels the state of local emergency.

18. When a declaration of a state of local emergency has been terminated, the local authority who made the declaration shall:
- a. cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.
 - b. notify Alberta Emergency management Agency as soon as is reasonably practicable.
19. Bylaw ~~142-10~~ 245-19 is hereby repealed **upon effective date of Bylaw 290-24.**
20. This Bylaw shall come into force and **take** effect on the date of final reading hereof.

READ a first time this _____ day of _____, ~~2019.~~ **June 2024**

READ a second time this _____ day of _____, ~~2019.~~ **June 2024**

READ a third time this _____ day of _____, ~~2019.~~ **June 2024**

~~Miron Croy, Reeve~~
~~Amber Bean, Reeve~~

Allan Rowe, ~~Chief Administrative Officer~~
~~CAO~~

BYLAW NO. 290-24

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, BEING THE MUNICIPAL EMERGENCY MANAGEMENT BYLAW.

WHEREAS the Council of Clear Hills County, in the Province of Alberta is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act*, , to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency; and

WHEREAS it is desirable and in the public interest and in the interests of public safety, that such a committee be appointed, and such an agency be established and maintained to carry out Council's statutory powers and obligations under the *Emergency Management Act*.

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw may be cited as the Municipal Emergency Management Bylaw.
2. In this bylaw:
 - a) "Act" means the *Emergency Management Act*,
 - b) "Chief Administrative Officer" or "CAO" means the person appointed by Council under the *Municipal Government Act* to be chief administrative officer for the County.
 - c) "Council" shall mean the Council of Clear Hills County.
 - d) "Deputy Director" means a person appointed by the CAO under section 9 of this bylaw to be a Deputy Director of Emergency Management.
 - e) "Director" means the person appointed by Council under section 5 of this bylaw to be Director of Emergency Management.
 - f) "Disaster" means an event that results in serious harm to the safety, health, and welfare of people or in widespread damage to property or the environment.
 - g) "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people or to limit damage to property or the environment.
 - h) "Emergency Advisory Committee" or "Committee" means the Council committee established under this Bylaw.
 - i) "Emergency Management" means the management of Emergencies including all activities and risk management measures related to the phases of prevention, mitigation, preparedness, response, and recovery.
 - j) "Incident Command System" or "ICS: a command, control & coordination system prescribed by the Managing Director of the AEMA (Alberta Emergency Management Agency)

- k) "Minister" means the Minister responsible for the *Emergency Management Act*,
 - l) "Municipal Emergency Advisory Agency" or "Agency" means the agency established under this bylaw.
3. There is hereby established an Emergency Advisory Committee to advise Council on the development of emergency plans and programs.
 4. There is hereby established a Municipal Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew or terminate a state of local emergency, or the powers contained in Section 13 of this Bylaw.
 5. The Chief Administrative Officer of Clear Hills County is hereby appointed as the Director of Emergency Management.
 6. Council shall:
 - a. provide for the payment of expenses of the members of the Municipal Emergency Advisory Committee;
 - b. ensure that an emergency management program and related plans are developed to address potential emergencies or disasters in the County;
 - c. approve the County's Municipal Emergency management plan; and
 - d. review the status of the Municipal Emergency Management Program and related plans at least once a year.
 7. Council may:
 - a. by bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency; and
 - b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency management plans or programs, including mutual aid agreements.
 8. The Emergency Advisory Committee shall:
 - a. consist of the Reeve and the Deputy Reeve who are appointed by council at the annual organization meeting.
 - b. review the Municipal Emergency Management Plan and related plans and program at least once annually.

- c. advise Council on the status of the Municipal Emergency Management Program and related plans at least once annually.
 - d. shall evaluate the Municipal Emergency Management plan when activated and make suggestions that will enhance the Municipal Emergency Management Plan and overall program.
9. The Municipal Emergency Management Agency shall:
- a. be comprised of one or more of the following:
 - i. the Director of Emergency Management;
 - ii. the Deputy Director of Emergency Management;
 - iii. the Chief Administrative Officer, managers, or other administrative staff member(s) of Clear Hills County;
 - iv. the RCMP detachment commander or designate;
 - v. The Fire Chiefs or designates from both fire departments;
 - vi. the Public Information Officer or designate;
 - vii. the Public Works Manager or designate;
 - viii. the Ambulance Service Director or designate;
 - ix. the Health Unit Director or designate;
 - x. The School Board Chairman or designate;
 - xi. representatives from adjacent communities which have entered into mutual aid agreements;
 - xii. representatives from local business or business associations (i.e., Chamber of Commerce);
 - xiii. representatives from local industry or industrial associations;
 - xiv. representatives from local utility companies (i.e., Telus, Atco)
 - xv. representatives from Alberta Agriculture and Forestry
 - xvi. representatives from Alberta Environment and Parks;
 - xvii. representatives from Alberta Infrastructure
 - xviii. anybody else who might serve a useful purpose in the preparation or implementation of the Emergency Management Plan.
 - b. be responsible for carrying out the Emergency Management Plan during a state of local emergency;
 - c. use the Incident Command System for emergency response and recovery activities.

- d. review the plan, participate in exercises, and make recommendations to the Emergency Advisory Committee that would enhance the plan;
- e. meet at least once per year to review the Emergency Management Plan.

10. The Director of Emergency Management shall:

- a. prepare and coordinate the Municipal Emergency Management Program and related plans for Clear Hills County;
- b. act as Director of Emergency Management, or ensure that someone is designated under the Municipal Emergency Management Plan to so act, on behalf of the Municipal Emergency management Agency;
- c. authorize and coordinate all emergency services and other resources used in an emergency; and/or
- d. ensure that someone is designated to discharge the responsibilities specified in paragraphs a., b., and c.
- e. appoint a Deputy Director of Emergency Management who shall do those things required of the Director of Emergency Management in that person's absence.

11. Method of Declaring a State of Local Emergency

- a. The power to declare, terminate or renew a state of local emergency under the Act, the powers specified in Section 13 of this Bylaw and the requirements specified in Section 12 of this Bylaw are hereby delegated to the Emergency Management Committee.
 - i. The Emergency Management Committee may, at any time when it is satisfied that an emergency exists or may exist, be resolution make a declaration of a State of Local Emergency.
 - ii. If the Reeve is available and not incapacitated by the Emergency, then the Reeve, acting alone constitutes a quorum of the Emergency Management Committee for the purpose of making a decision to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency or expand or reduce the part of the Municipality to which a State of Local Emergency applies.
 - iii. If the Reeve is unavailable or incapacitated, then the Deputy Reeve shall act alone for the purpose of making a decision to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency, or expand or reduce the part of the Municipality to which a State of Local Emergency applies.
 - iv. If both the Reeve and Deputy Reeve are unavailable or incapacitated then a member of the Committee has the authority

to act as a quorum of one to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency or expand or reduce the part of the Municipality to which a State of Local Emergency applies on the recommendation of the Chief Administrative Officer and/or Director of Emergency Management, in accordance with that recommendation.

- v. If the Reeve, Deputy Reeve, and Committee members are unavailable or incapacitated then the Chief Administrative Officer has the authority to declare a State of Local Emergency, renew a State of Local Emergency, terminate a State of Local Emergency, or expand or reduce the part of the Municipality to which a State of Local Emergency applies.

12. When a State of Local Emergency is declared, the person(s) making the declaration shall:

- a. ensure that the declaration identifies the nature of the emergency and the area of the County in which it exists;
- b. cause the details of the declaration to be published immediately by any means of communication considered most likely to notify the population of the area of the area affected; and
- c. notify Alberta Emergency Management Agency, as soon as is reasonably practicable; and
- d. forward a copy of the declaration to the Minister forthwith.

13. Subject to Section 12 of this Bylaw(, when a State of Local Emergency is declared the persons(s) making the declaration MAY:

- a. cause the Emergency Management Plan to be put into operation;
- b. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
- c. authorize or require any qualified person to render aid of a type he or she is qualified to provide;
- d. control or prohibit travel to or from any area of the County;
- e. provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain, and coordinate emergency medical, welfare and other essential services in any part of the County;
- f. cause the evacuation of persons and the removal of livestock and personal property from any area of the County that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;

- g. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
 - h. cause the demolition or removal of any trees, structures, or crops if the demotion or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
 - i. procure or fix prices for food, clothing, fuel, equipment, medical supplies or other essential supplies and the use of any property, services, resources, or equipment within the County for the duration of the state of emergency.
 - j. authorize the conscription of persons needed to meet an emergency; and
 - k. authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in paragraphs (b) through (j) in relation to any part of the County affected by a declaration of a state of local emergency.
14. No action lies against Council, the Emergency Advisory Committee, the Municipal Emergency Management Agency, and their respective members, nor any other person acting under Council's direction or authority for anything done or omitted to be done in good faith while carrying out a power or duty under the *Act*, or this Bylaw during a state of local emergency.
15. Notwithstanding Section 13 of this Bylaw, Council and any member of Council and any person acting under the direction or authorization of Council is liable for gross negligence in carrying out their duties under this bylaw.
16. In the event that the state of local emergency no longer exists in relation to which the declaration was made, a motion by Council will be made to terminate the declaration.
17. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
- a. A motion by council is passed.
 - b. A period of seven days has lapsed since it was declared, unless it is renewed by a motion of council;
 - c. The Lieutenant Governor makes an order for a state of emergency under the *Act* relating to the same area; or
 - d. The Minister cancels the state of local emergency.
18. When a declaration of a state of local emergency has been terminated, the local authority who made the declaration shall:
- a. cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

b. notify Alberta Emergency management Agency as soon as is reasonably practicable.

19. Bylaw 245-19 is hereby repealed upon effective date of Bylaw 290-24.

20. This Bylaw shall come into force and take effect on the date of final reading hereof.

READ a first time this _____ day of June 2024.

READ a second time this _____ day of June 2024.

READ a third time this _____ day of June 2024.

Amber Bean, Reeve

Allan Rowe, CAO

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 09,2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	BYLAW NO.259-20 REGIONAL FIRE SERVICE BYLAW
File:	23-02-02

DESCRIPTION:

Council is presented with updates to Bylaw No. 259-20 following Bill 21 updates that have been made to the Emergency Management Act .

ATTACHMENTS:

- Current Bylaw No. 259-20 Regional Fire Service
- Bylaw No. 289-24 Regional Fire Service

RECOMMENDED ACTION:

RESOLUTION by that first reading be given to Bylaw No. 289-24, a Bylaw of Clear Hills County, in the Province of Alberta, Regional Fire Service Bylaw.

RESOLUTION by that second reading be given to Bylaw No. 288-24, a Bylaw of Clear Hills County, in the Province of Alberta, Regional Fire Service.

RESOLUTION by proceed to a third and final reading be given to Bylaw No. 288-24, a Bylaw of Clear Hills County, in the Province of Alberta, Regional Fire Service.

RESOLUTION by that a third reading be given to Bylaw No. 288-24, a Bylaw of Clear Hills County, in the Province of Alberta, Regional Fire Service.

Initials show support - Reviewed by:

Manager:

CAO:



**BY-LAW NO. ~~259-20-289-24~~
REGIONAL FIRE SERVICE**

A BY-LAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF PROVIDING FOR THE ESTABLISHMENT AND
OPERATION OF A REGIONAL FIRE SERVICES COMMITTEE.

WHEREAS, ~~Section 7(a)~~ of the Municipal Government Act, provides that a
Council may pass a by-law respecting the safety, health and welfare of people
and the protection of people and property, and

WHEREAS, ~~Section 7(b)~~ of the Municipal Government Act provides that a
Council may pass a by-law respecting services provided by or on behalf of the
Municipality, and

WHEREAS, the Council of Clear Hills County wishes to enter into an agreement
with the Village of Hines Creek for the establishment and operation of a Regional
Fire Service Committee.

NOW THEREFORE, THE COUNCIL OF CLEAR HILLS COUNTY, IN THE
PROVINCE OF ALBERTA, DULY ASSEMBLED HEREBY ENACTS AS
FOLLOWS:

1. Clear Hills County will enter into an agreement with the Village of Hines
Creek for the establishment and operation of a Regional Fire Services
Committee.
2. Bylaw ~~94-07 259-20~~ be repealed upon effective date of Bylaw ~~259-20~~
~~289-24~~.
3. This by-law shall take effect on the day of its final passing.

Read a first time this _____ day of _____, ~~2020~~. **June 2024**

Read a second time this _____ day of _____, ~~2020~~. **June 2024**

Read a third time and finally passed this _____ day of _____ ~~2020~~.
_____ **June 2024**

**Miron Croy, Reeve
Amber Bean, Reeve**

Allan Rowe, CAO

**BYLAW NO. 289-24
REGIONAL FIRE SERVICE**

A BY-LAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF PROVIDING FOR THE ESTABLISHMENT AND OPERATION OF A REGIONAL FIRE SERVICES COMMITTEE.

WHEREAS, the Municipal Government Act, provides that a Council may pass a by-law respecting the safety, health and welfare of people and the protection of people and property, and

WHEREAS, the Municipal Government Act provides that a Council may pass a by-law respecting services provided by or on behalf of the Municipality, and

WHEREAS, the Council of Clear Hills County wishes to enter into an agreement with the Village of Hines Creek for the establishment and operation of a Regional Fire Service Committee.

NOW THEREFORE, THE COUNCIL OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED HEREBY ENACTS AS FOLLOWS:

1. Clear Hills County will enter into an agreement with the Village of Hines Creek for the establishment and operation of a Regional Fire Services Committee.
2. Bylaw 259-20 be repealed upon effective date of Bylaw 289-24.
3. This bylaw shall take effect on the day of its final passing.

Read a first time this _____ day of June, 2024.

Read a second time this _____ day of June, 2024.

Read a third time and finally passed this _____ day of June, 2024.

Amber Bean, Reeve

Allan Rowe, CAO

Clear Hills County

Request For Decision (RFD)

Meeting: Regular Council Meeting
Meeting Date: July 9, 2024
Originated By: Terry Shewchuk, Public Works Manager
Title: Tender Awarding- Range Road 25 Contract No. CA0003927.8338
File: 32-23-78

DESCRIPTION:

Council is presented with the analysis and recommendation from WSP Canada Inc. for the road construction of Range Road 25 Contract No. CA0003927-8338. The tender was opened on Tuesday, June 23, 2024, at 9:35 a.m.

Range Road 25 Project Cost	Totals
Construction Cost (minus site occupancy)	\$412,380.00
Potential Site Occupancy Bonus	\$6,000.00
Wetlands Compensation Fee	\$111,421.80
Previously Approved Engineering	\$91,443.00
Additional Engineering Request	\$21,000.00
TOTAL	\$642,244.80
Budget Amount:	\$400,000.00
Overage:	\$242,244.80

BACKGROUND:

C353-24(06-25-24)

RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for the road construction of Range Road 25 Contract No. CA0003927-8338. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting. CARRIED.

Company	Amount
MDP Oilfield Services Ltd.	\$662,053.00
Mainline Construction (2014) Ltd.	\$649,545.47
Szmata Projects Ltd.	\$682,676.00
Northern Road Builders LP.	\$574,088.85
Option Excavating Inc.	\$1,344,887.00
Green Acre Ventures Ltd.	\$475,380.00

BUDGET:

Range Road 25: \$400,000.00
 Road Construction Reserve: \$1,000,000.00

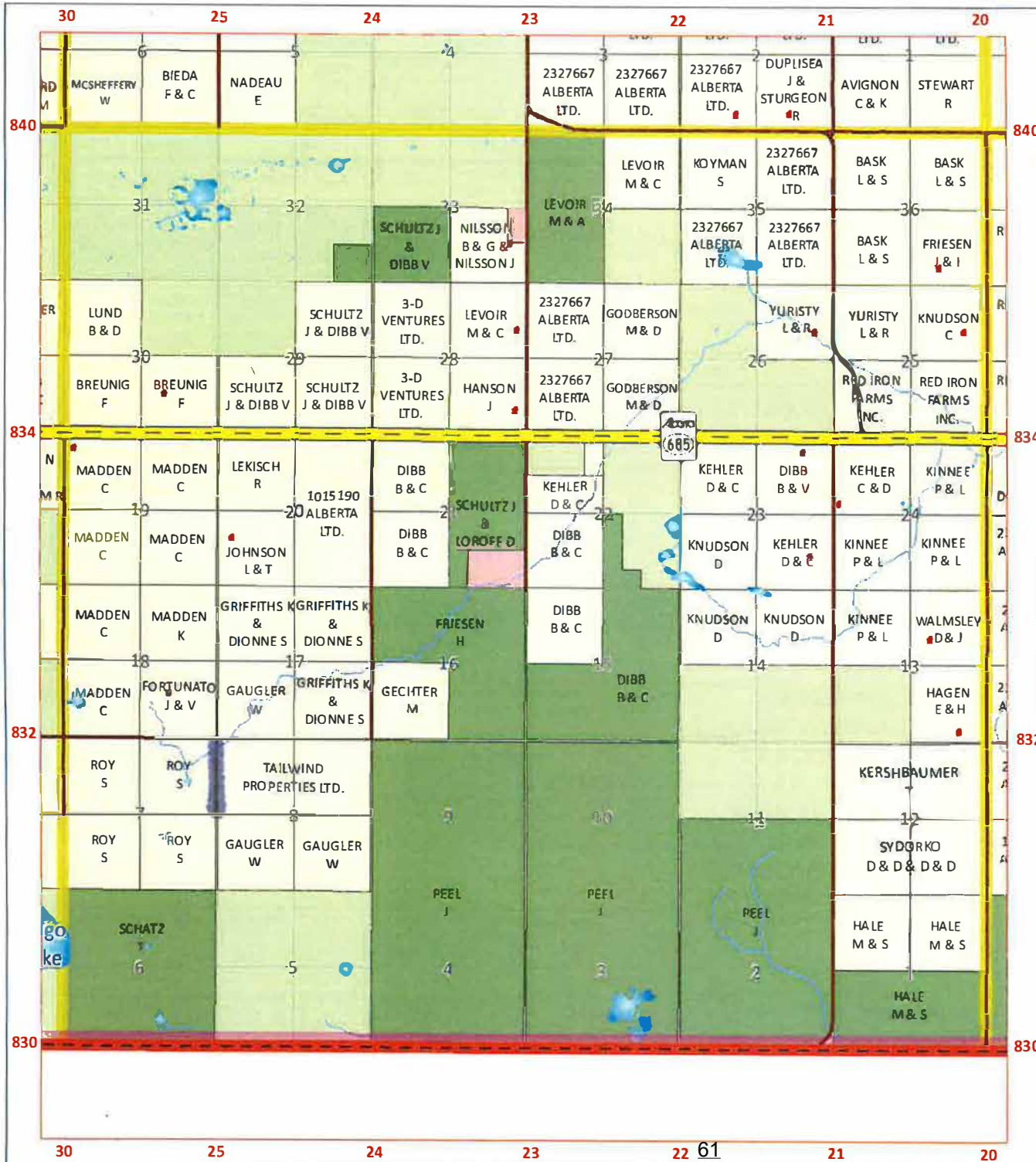
ATTACHMENT

Map
 Tender Recommendation

RECOMMENDED ACTION:

RESOLUTION by ... to award Tender Contract No. CA0003927-8338 for the road construction of Range Road 25 to Green Acre Ventures Ltd. for the amount of \$475,380.00, funds to be allocated from the Road Construction Reserve.

Initials show support - Reviewed by: **Manager:** *TS* **CAO:** *de*

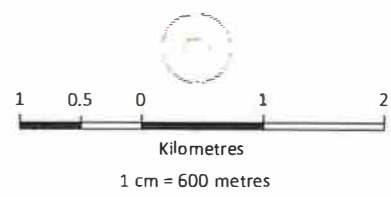


Clear Hills County Ownership

TWP 83 - RGE 02

- Titled Land
- Small Holding
- Crown Land
- Village
- First Nation Reserve
- Waterbody
- Electoral District
- Township Boundary
- Provincial Road
- Municipal Road (Paved)
- Municipal Road (Gravel)
- Residential Location
- Gravel Pit
- Waste Transfer Facility
- Municipal Water Facility

Range Road 25



Mackenzie Municipal Services Agency
5109 - 51 St., Box 450, Barwyn, AB T0H 0E0
Phone: 780-338-3862 Fax: 780-338-3811
www.mmsa.ca | email: info@mmsa.ca



June 27, 2024

WSP File: CA0003927.8338

Clear Hills County
P.O Box 240
313 Alberta Avenue
Worsley, AB T0H 3W0

ATTENTION: Mr. Terry Shewchuk, Public Works Manager

**RE: Range Road 25
Adjacent to the West Boundary of NW & SW 8-83-2-W6M
km 5+095 to km 6+100(1.05 km)
Grading and Other Work
Contract No.: CA0003927.8338 (32-23-78)**

Tenders have been received from a total of six (6) contractors for the above noted project on June 21, 2024. The low bidder is **Green Acre Ventures Ltd.** with a total tender value of **\$475,380.00**. WSP has reviewed the bid submitted by Green Acre Ventures Ltd. and have found they met the necessary requirements at the bid stage.

If awarded to the lowest compliant bidder, Green Acre Ventures, the anticipated project costs are as follows:

Range Road 25	Totals
Construction Costs (Less Site Occ.)	\$ 412,380.00
Potential Site Occ Bonus (2 days @ \$3000/day)	\$ 6,000.00
Wetland Compensation Fee	\$ 111,421.80
Previously Approved Engineering	\$ 91,443.00
Additional Engineering Request (7 days to cover extra site occ days)	\$ 21,000.00
TOTAL	\$ 642,244.80

The above totals do not include GST

We are requesting your Council's decision regarding the awarding of this contract to Green Acre Ventures Ltd. Also attached are the Official Tender Results and the Tender Summary. Should you require any additional information or clarification please contact this office.

Yours truly,

Doug Buyar, Area Manager, WSP

Attachments

- cc: Allan Rowe, C.A.O., Clear Hills County
- Natasha Gillett, Community Clerk, Clear Hills County
- Dale Crane, Project Manager, WSP
- Patricia Palmer, B.Sc. B.Ed., Grande Prairie, WSP
- Brad Grant, P. Eng., Regional Manager, WSP

****OFFICIAL****

WSP Canada Inc.	
Official Tender Results	
Clear Hills County	Project: Range Road 25
Grading and Other Work	Contract No. CA0003927.8338
	Date: June 21, 2024
Contractor	
Green Acres Ventures Ltd.	\$475,380.00
Northern Roadbuilders LP	\$574,088.85
Mainline Construction (2014) Ltd.	\$649,545.47
MDP Oilfield Services Ltd.	\$662,034.80
Szmata Projects Ltd.	\$682,676.00
Option Excavating Inc.	\$1,344,887.00
Low Tender Received From:	
Green Acres Ventures Ltd.	\$475,380.00

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Awarding- Range Road 64 Contract No. CA0017315.7623
File:	32-23-80

DESCRIPTION:

Council is presented with the analysis and recommendation from WSP Canada Inc. for the road construction of Range Road 64 Contract No. CA0017315.7623. The tender was opened on Tuesday, June 23, 2024, at 9:35 a.m.

Range Road 64 Project Cost	Totals
Construction Cost (minus site occupancy)	\$278,018.80
Potential Site Occupancy Bonus	\$6,000.00
Wetlands Compensation Fee	\$2,447.55
Previously Approved Engineering	\$110,642.00
Additional Engineering Request	\$24,000.00
TOTAL:	\$415,108.35
Budget Amount:	\$567,234.00
Under Budget:	\$152,125.65

BACKGROUND:
C354-24(6-25-24)

RESOLUTION by Councillor Ruecker to open tenders at 9:35 a.m. for the road construction of Range Road 64 Contract No. CA0017315.7623. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting.

CARRIED.

Company	Amount
MDP Oilfield Services Ltd.	\$517,888.00
Mainline Construction (2014) Ltd.	\$556,604.75
Szmata Projects Ltd.	\$673,003.00
Northern Road Builders LP.	\$506,731.55
1666321 AB Ltd.	Pending
Option Excavating Inc.	\$1,135,213.00
Green Acre Ventures Ltd.	\$427,330.00

BUDGET:

Range Road 25: \$567,234.00
Road Construction Reserve: \$1,000,000.00

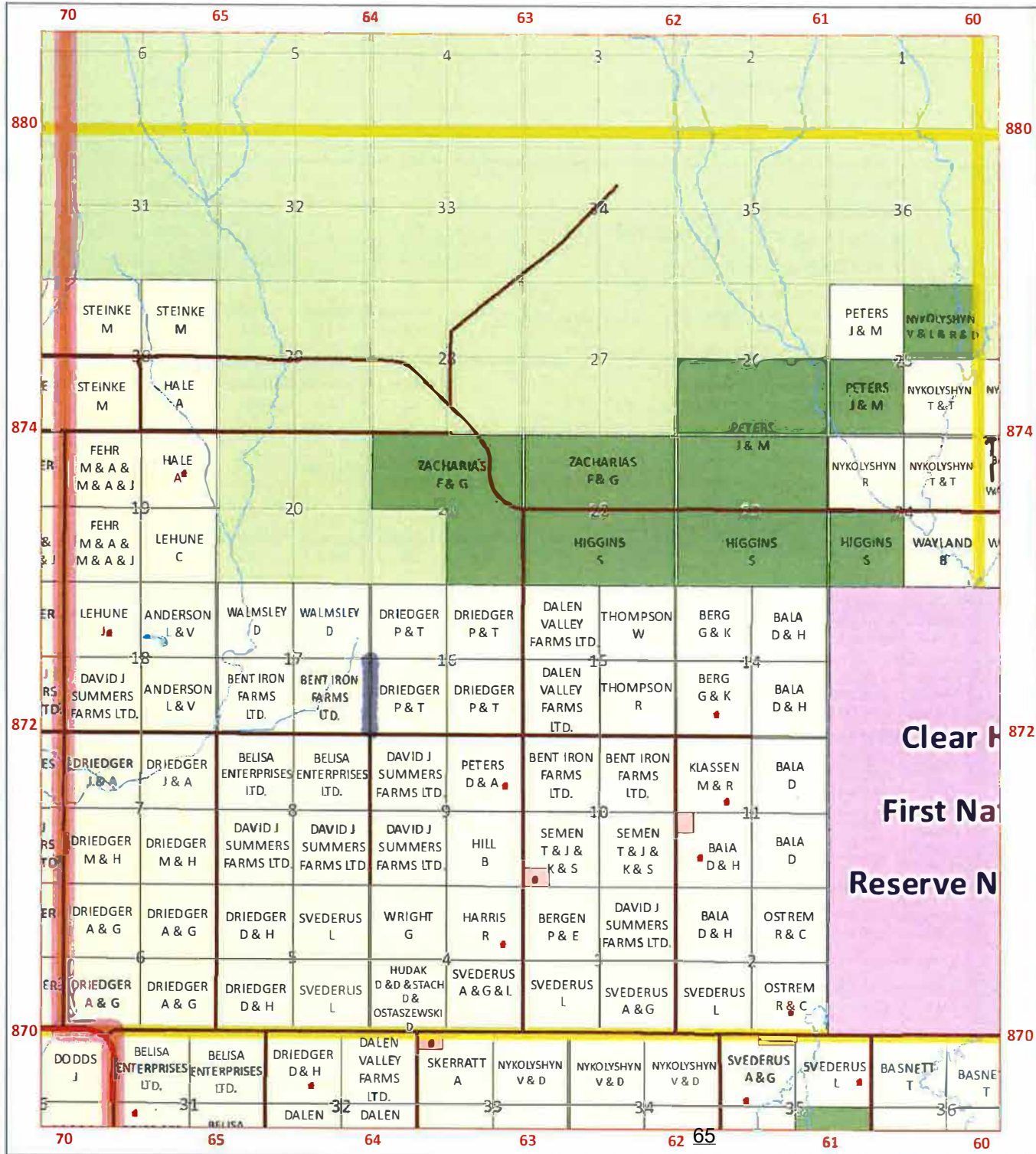
ATTACHMENT

Map
Tender Recommendation

RECOMMENDED ACTION:

RESOLUTION by ... to award Tender Contract No. CA0017315.7623 for the road construction of Range Road 64 to 1666321 AB Ltd. for the amount of \$338,018.80, funds to be allocated from the Road Construction Reserve.

Initials show support - Reviewed by:	Manager: <i>T.S</i>	CAO: <i>[Signature]</i>
---------------------------------------------	----------------------------	--------------------------------



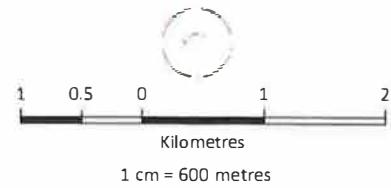
**Clear Hills County
Ownership
TWP 87 - RGE 06**

- Titled Land
- Small Holding
- Crown Land
- Village
- First Nation Reserve
- Waterbody
- Electoral District
- Township Boundary
- Provincial Road
- Municipal Road (Paved)
- Municipal Road (Gravel)
- Residential Location
- Gravel Pit
- Waste Transfer Facility
- Municipal Water Facility

Range Road 64



Clear Hills
First Nation
Reserve North



Mackenzie Municipal Services Agency
5109 - 51 St., Box 450, Berwyn, AB T0H 0E0
Phone: 780-338-3862 Fax: 780-338-3811
www.mmsa.ca | email: info@mmsa.ca



June 27, 2024

WSP File: CA0017315.7623

Clear Hills County
P.O Box 240
313 Alberta Avenue
Worsley, AB T0H 3W0

ATTENTION: Mr. Terry Shewchuk, Public Works Manager

**RE: Range Road 64
Adjacent to the West Boundary of NW & SW 16-87-6-W6M
km 0+980 to km 1+900 (0.92 km)
Grading and Other Work
Contract No. CA0017315.7623 (32-23-80)**

Tenders have been received from a total of seven (7) contractors for the above noted project on June 21, 2024. The low bidder is **1666321 AB Ltd.** with a total tender value of **\$338,018.80**. WSP has reviewed the bid submitted by 1666321 AB Ltd. and have found a number of irregularities and informalities in their bid submission. They are as follows: (1) The Unit Price Schedule did not have compiled amount in the "Total Tender" column (also they did not follow the guidelines in that the Unit Price times the estimated quantity gives the extended total for each bid item rather than dividing the Bid Item Total by the Estimated Quantity to arrive at the Unit Price; (2) in Section 2.5 Tender Signing and Sealing, the Affidavit of Execution was not fully completed with the Commissioner for Oaths not being stamped/certified; also a mix up in placing the date of June 20 instead of the "Town" of "Worsley" in the first portion of the Affidavit; (3) in Section 3 "Contract Forms", this section should have been blank at this time but was partially filled in and signed; and (4) in Section 4 "Tender Amendment Forms", the requested change should have been placed in the lower portion of the Table but the intent is understandable and we have made the adjustment to the Mobilization Bid Item No. 1 in the Unit Price Schedule and the Tender Summary.

All of the above items could be considered as either informalities or irregularities and could be waived at the discretion of the County. Another item of note is that 1666321 AB Ltd has a Small Employee Certificate of Recognition. WSP understands that the County was hoping to have an Information Notice issued prior to Tender closing to indicate the County would be considerate of an acceptable Safety program other than a COR, so this is probably not of much concern. It is also noted that 1666321 AB Ltd. supplied a Bank Draft as a Bid Deposit in the amount of 10%. This is permissible but it should be taken into consideration that the Contractor may wish to provide an "Alternative Form of Contract Security" other than the typical 50% Bonds that would be provided following Tender acceptance. There was no specific reference in the Tender document as to what would constitute acceptable alternative contract security so the County may want to give some consideration to what type of security and the amounts required to protect the Owner's interests in the completion of the Contract. WSP is not familiar with this particular Contractor and it may be advisable to obtain further clarity regarding this Contractor prior to making a decision regarding the awarding of the project.



It was noted that the apparent low bidder at the time of Tender opening, Green Acre Ventures Ltd. with a bid of \$427,330.00 had provided a tender submission that met the bid requirements at the tender submission stage. A further item of note is that in the Bid Unit Price Schedule from MDP Oilfield Services, on Bid Item 7 “Supply and Install 600 mm diam. Culverts”, they carelessly inserted the Unit Price of \$6.10 per metre, rather than \$610 per metre which would be more realistic and it shown as the extended total amount of \$62,220. I have adjusted their total tender amount in keeping with the Unit Price prevailing over the extended total and this actually moves them from 4th to 3rd place in the Bid Results sheet .

If awarded to 1666321 AB Ltd., the anticipated project costs are as follows:

Range Road 64	Totals
Construction Costs (Less Site Occ.)	\$ 272,018.80
Potential Site Occ Bonus (2 days @ \$3000/day)	\$ 6,000.00
Estimated Wetlands Compensation Fees	\$ 2,447.55
Previously Approved Engineering	\$ 110,642.00
Additional Engineering Request (8 days to cover extra site occ days)	\$ 24,000.00
TOTAL	\$ 415,108.35

The above totals do not include GST

We are requesting your Council's decision regarding the awarding of this contract to 1666321 AB Ltd. Also attached are the Tender Results and the Tender Summary. Should you require any additional information or clarification please contact this office.

Yours truly,

Doug Buyar, Area Manager

DA/da

Attachments

cc: Allan Rowe, C.A.O., Clear Hills County
 Natasha Gillett, Community Clerk, Clear Hills County
 Dale Crane, Project Manager, WSP
 Brad Grant, P. Eng., Regional Manager, WSP
 Maya Schmidt, E.I.T.,WSP

****OFFICIAL****

WSP Canada Inc.	
Official Tender Results	
Clear Hills County	Project: Range Road 64
Grading and Other Work	Contract No. CA0017315.7623
	Date: June 21, 2024
Contractor	
1666321 AB Ltd.	\$338,018.80
Green Acre Ventures Ltd.	\$427,330.00
MDP Oilfield Services Ltd.	\$456,242.20
Northern Roadbuilders LP	\$506,731.55
Mainline Construction (2014) Ltd.	\$556,604.75
Szmata Projects Ltd.	\$673,003.00
Option Excavating Inc.	\$1,135,213.00
Low Tender Received From:	
1666321 AB Ltd.	\$338,018.80

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Awarding- Range Road 124 Contract No. CA0003928.8340
File:	32-23-77

DESCRIPTION:

Council is presented with the analysis and recommendation from WSP Canada Inc. for the road construction of Range Road 124 Contract No. CA0003928.8340. The tender was opened on Tuesday, June 23, 2024, at 9:35 a.m.

Range Road 124 Project Cost	Totals
Construction Cost (minus site occupancy)	\$429,457.50
Potential Site Occupancy Bonus	\$6,000.00
Wetlands Compensation Fee	\$2,202.80
Previously Approved Engineering	\$90,173.00
Additional Engineering Request	\$18,000.00
TOTAL	\$545,833.30
Budget Amount:	\$400,000.00
Overage:	\$145,833.30

BACKGROUND:
C355-24(6-25-24)

RESOLUTION by Councillor Hansen to open tenders at 9:35 a.m. for the road construction of Range Road 124 Contract No. CA0003928.8340. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting. **CARRIED.**

Company	Amount
MDP Oilfield Services Ltd.	\$493,560.49
Mainline Construction (2014) Ltd.	\$579,577.60
Northern Road Builders LP.	\$600,946.86
Option Excavating Inc.	\$1,248,155.00
Green Acre Ventures Ltd.	\$578,160.00

BUDGET:

Range Road 124: \$400,000.00
Road Construction Reserve: \$1,000,000.00

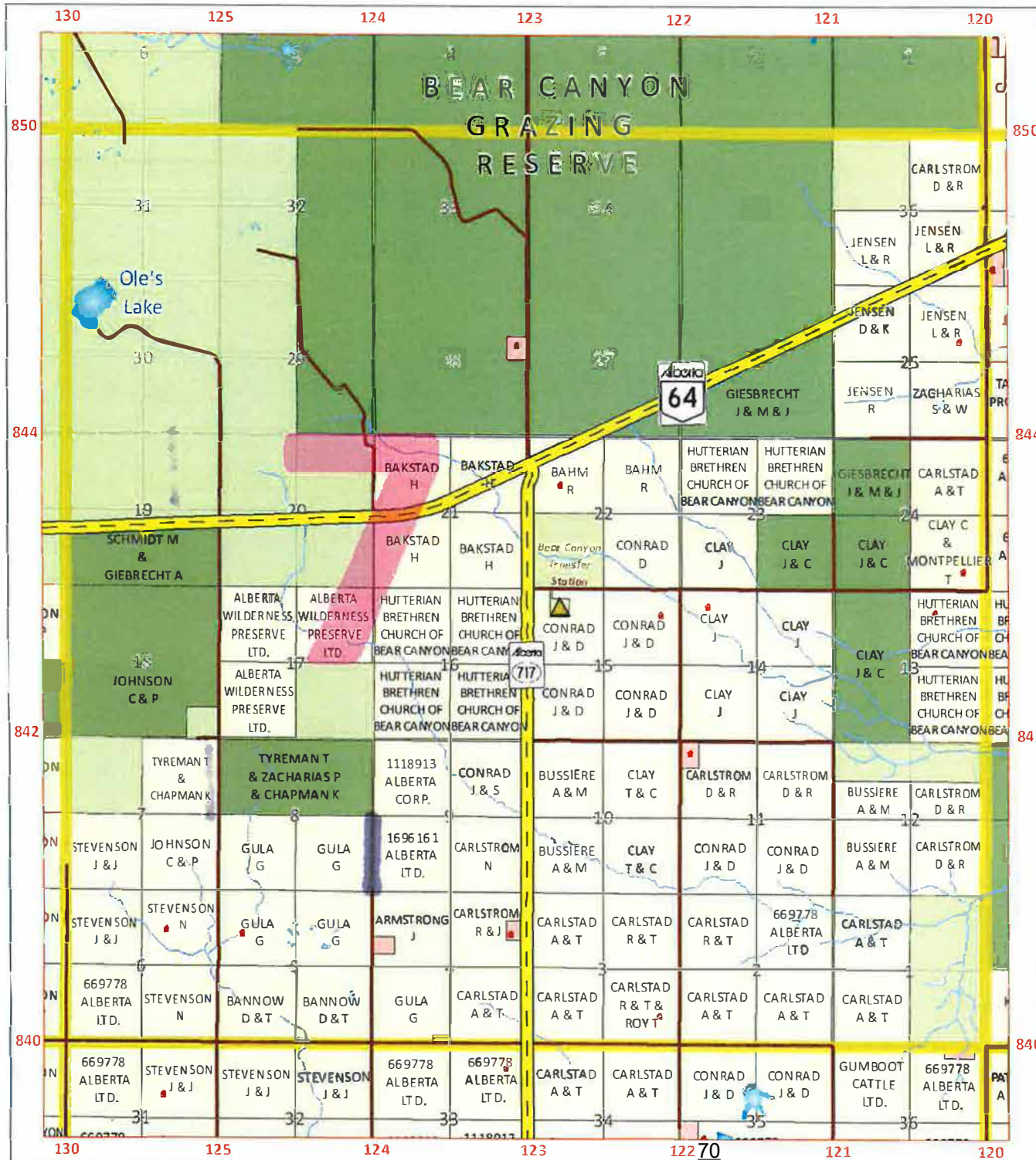
ATTACHMENT

Map
Tender Recommendation

RECOMMENDED ACTION:

RESOLUTION by ... to award Tender Contract No. CA0003928.8340 for the road construction of Range Road 124 to MDP Oilfield Services Ltd. for the amount of \$489,457.50, funds to be allocated from the Road Construction Reserve.

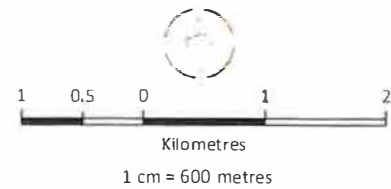
Initials show support - Reviewed by:	Manager: 	CAO: 
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Clear Hills County Ownership TWP 84 - RGE 12

- Titled Land
- Small Holding
- Crown Land
- Village
- First Nation Reserve
- Waterbody
- Electoral District
- Township Boundary
- Provincial Road
- Municipal Road (Paved)
- Municipal Road (Gravel)
- Residential Location
- Gravel Pit
- Waste Transfer Facility
- Municipal Water Facility

Range Road 124



Mackenzie Municipal Services Agency
5109 - 51 St., Box 450, Berwyn, AB T0H 0E0
Phone: 780-338-3862 Fax: 780-338-3811
www.mmsa.ca | email: info@mmsa.ca



June 27, 2024

WSP File: CA0003928.8340

Clear Hills County
P.O Box 240
313 Alberta Avenue
Worsley, AB T0H 3W0

ATTENTION: Mr. Terry Shewchuk, Public Works Manager

**RE: Range Road 124
Adjacent to the West Boundary of NW & SW 9-84-12-W6M
km 9+987 to km 10+900 (0.92 km)
Grading and Other Work
Contract No. CA0003928.8340 (32-23-77)**

Tenders have been received from a total of five (5) contractors for the above noted project on June 21, 2024. The low bidder is **MDP Oilfield Services Ltd.** with a total tender value of **\$489,457.50**. WSP has reviewed the bid submitted by MDP Oilfield Services Ltd. and have found they met the necessary requirements at the bid stage. The review of bids submitted indicated mathematical errors in both the bid from MDP Oilfield Services as well as Mainline Construction, thus the Tender Results sheet has been updated to reflect those changes and Mainline Construction moved into the second place spot over Green Acre Ventures.

If awarded to the lowest compliant bidder, MDP Oilfield Services, the anticipated project costs are as follows:

Range Road 124	Totals
Construction Costs (Less Site Occ.)	\$ 429,457.50
Potential Site Occ Bonus (2 days @ \$3000/day)	\$ 6,000.00
Wetland Compensation Fee	\$ 2,202.80
Previously Approved Engineering	\$ 90,173.00
Additional Engineering Request (6 days to cover extra site occ days)	\$ 18,000.00
TOTAL	\$ 545,833.30

The above totals do not include GST

We are requesting your Council's decision regarding the awarding of this contract to MDP Oilfield Services Ltd. Also attached are the Official Tender Results and the Tender Summary. Should you require any additional information or clarification please contact this office.

Yours truly,

For 

Doug Buyar, Area Manager, WSP

Attachments

cc: Allan Rowe, C.A.O., Clear Hills County
Natasha Gillett, Community Clerk, Clear Hills County
Dale Crane, Project Manager, WSP
Maya Schmidt, E.I.T., Grande Prairie, WSP
Brad Grant, P. Eng., Regional Manager, WSP

R:\CONTRACTS\CLIENTS\MDs and Counties\Clear Hills\CA0003928.8340 RR 124 Grading\Tendering\Draft Award .doc

****OFFICIAL****

WSP Canada Inc.	
Official Tender Results	
Clear Hills County	Project: Range Road 124
Grading and Other Work	Contract No. CA0003928.8340
	Date: June 21, 2024
Contractor	
MDP Oilfield Services Ltd.	\$489,457.50
Mainline Construction (2014) Ltd.	\$564,401.93
Green Acre Ventures Ltd.	\$578,160.00
Northern Roadbuilders LP	\$600,946.86
Option Excavating Inc.	\$1,248,155.00
Low Tender Received From:	
MDP Oilfield Services Ltd.	\$489,457.50

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Range Road 75 Engineering Estimate
File:	32-23-81

DESCRIPTION:

Council is presented with an estimate from WSP Canada Inc. for the engineering associated with the construction of approximately 1,250 meters of new local road on Range Road 75 North of Township Road 854.

Range Road 75 Estimated Engineering Costs	
Preliminary Engineering	\$11,427.00
Design	\$10,863.00
Contract Preparation and Tendering	\$6,380.00
Construction Administration	\$63,126.00
Environmental Engineering (Wetlands Assessment)	\$20,705.00
Post Construction	\$7,476.00
TOTAL:	\$119,977.00

BACKGROUND:

C288-24(05-14-24) RESOLUTION by Councillor Ruecker to include the access road North of Township Road 854 for approximately 1,250 meters to access NW-29-85-7 W6M in the 2025 Multi Year Capital Plan and proceed with a wetland assessment. CARRIED.

ATTACHMENTS:

Map
WSP Canada Inc. Engineering Estimate

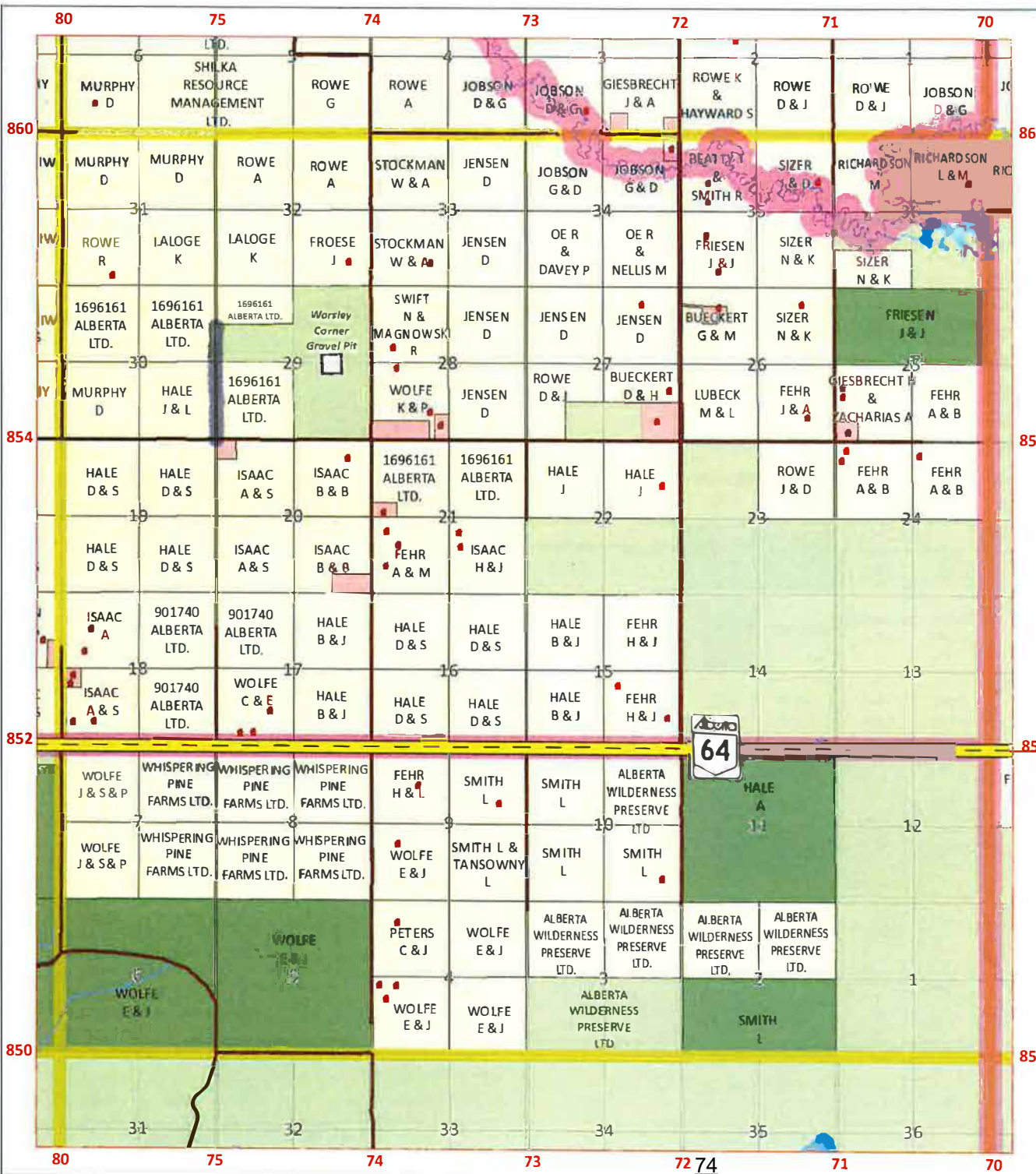
Budget

\$400,000.00

RECOMMENDED ACTION:

RESOLUTION by... to approve WSP Canada Inc. to preform all the engineering associated with the construction of approximately 1,250 meters of new local road on Range Road 75 North of Township Road 854, with having the tendered project include a 50% material and 50% performance bond, for the engineering estimate of \$119,977.00, funds to be allocated from the road construction reserve.

Initials show support - Reviewed by:	Manager:	CAO:
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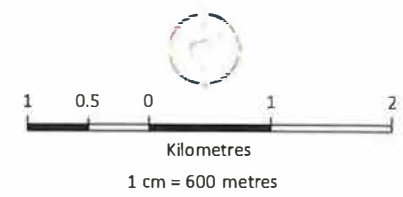


Clear Hills County Ownership

TWP 85 - RGE 07

- | | | | |
|--|----------------------|--|--------------------------|
| | Titled Land | | Township Boundary |
| | Small Holding | | Provincial Road |
| | Crown Land | | Municipal Road (Paved) |
| | Village | | Municipal Road (Gravel) |
| | First Nation Reserve | | Residential Location |
| | Waterbody | | Gravel Pit |
| | Electoral District | | Waste Transfer Facility |
| | | | Municipal Water Facility |

Range Road 75



MMSA
Mackenzie Municipal Services Agency
5309 - 51 St., Box 450, Wainwright, AB T0H 0E0
Phone: 780-938-3862 Fax: 780-528-3831
www.mmsa.ca | email: info@mmsa.ca



June 10, 2024

Clear Hills County
PO Box 240
313 Alberta Avenue
Worsley, AB
T0H 3W0

Attention: Mr. Terry Shewchuk, Public Works Manager

**Re: RR 75- North of Twp Rd 854 – 1.25 km
Engineering Estimate**

As per your request, please find attached the WSP Canada - Fee Estimate for engineering associated with New Grade Construction of 1.25 km of Range Rd 75.

The estimate outlines the anticipated engineering costs associated with the scope of work;

• Prelim Engineering	\$ 11,427.00
• Detailed Design	\$ 10,863.00
• Contract Preparation & Tendering	\$ 6,380.00
• Construction Administration	\$ 63,126.00
• Environmental Engineering	\$20,705.00
• Post Construction	<u>\$ 7,476.00</u>
	\$ 119,977.00

Key notes of this project are:

- The project limits are from Twp Rd 854 to 1.25 km north of Twp Rd 854 (1,250 m).
- Scope of work involves new Grade construction, Installation of Drainage culverts and application of Surfacing gravel.
- For estimation purposes, WSP has assumed 20 Construction Days with a Project Manager monitoring the site works an average of 6.0 hrs / day, commuting from Grande Prairie or Peace River Office (with an optional 4 nights stay in Worsley, only if required).

Project Scope - Environmental Engineering

1. Water Act Approval Application for Wetland Disturbance

A preliminary desktop review indicates two probable wetlands with the project area.

The estimate includes:

- Wetland Assessments
- Water Act Approval Applications
- Historical Resources Application.

2. Watercourses (Fisheries)

- Assumes no watercourse interaction/no fisheries assessment required.

3. Historical Resources Act Clearance Application

- Range Road 75 will require a Historical Resources Act Clearance application.

4. Wildlife Preconstruction Sweep

- Includes limited deletable construction support (i.e., wildlife pre-disturbance sweep, nest sweeps, etc)

Your review of the attached engineering estimate would be appreciated. If acceptable, please sign the fee matrix and works will be expedited upon County direction.

Respectfully,

A handwritten signature in black ink, appearing to read "Brad Grant", with a long horizontal flourish extending to the right.

WSP Grande Prairie Office
Cc: Brad Grant, WSP Regional Manager

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	July 9, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Chief Administrative Officer Report
File Code:	11-02-02

- Clear Hills County Fire Ban Bylaw Discussion Options
 - ❖ Schedule a special meeting to discuss only Fire ban & Fire/Emergency related Bylaws.
 - ❖ Include all the Fire ban & Fire/Emergency related Bylaws to the next Policy & Priority Meeting agenda.
- Clear Hills County Annual BBQ – July 25th 6:00 p.m. – 8:00 p.m. – George Lake
- Village of Hines Creek Joint Meeting
- New Website - Update

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for July 9, 2024, as presented.

Initials show support - Reviewed by:	Manager:	CAO:	
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Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Graders

- Graders are grading on an as needed basis.

Roads, Culverts & Approaches

- Spot graveling will be done on an as needed basis.
- Installation of new approaches is ongoing.
- Culvert and centerline replacement is ongoing.
- Griffin Contracting Ltd. has completed the repairs to Bridge File 80666 on Range Road 80, North of the Worsley Water Treatment Plant.
- Repairs have been made to the Sulphur Lake Road washout that is being caused by beaver activity.
- The bridge pipe on Township Road 874, East of Range Road 80, has been cleared as there was a beaver damn built inside it.

Hamlet of Cleardale Projects

- WSP Canada Inc. is waiting on the design to be completed for the Hamlet of Cleardale sewer and street upgrade.
- Borderline Surveys is in the process of applying for lot changes and land surveying to be registered.
- The building package for the Hamlet of Cleardale storage shed has been ordered, and the down payment has been paid.
- Knelsen Sand and Gravel Ltd. has started to fix the deficiencies in the pavement overlay on Poplar Drive.

2024 Worsley Water Well

- Saville Drilling Ltd. is scheduled to start drilling the 2024 Worsley Water Well on July 6-8, 2024.
- Waters levels at the Worsley Water Treatment Plant are currently holding steady but are still lower than previous years.

Other

- Sign replacement for faded signs and signs with broken posts is ongoing.
- Approximately 50 grain bags have been rerolled at the Transfer Stations in order for Cleanfarms Inc. to gather for recycling.

ATTACHMENTS:

Public Works Action Worksheet

RECOMMENDED ACTION:

RESOLUTION by...to receive the information of the Public Works Manager's Report, as presented.

Initials show support - Reviewed by:

Manager:

TS

CAO:

RS

**2024 Public Works
Approach, Culverts and Other Maintenance Projects**

Date	Div.	Project	Requested By	Location	Range Road	New	Replace	Completed	Notes
May 8/2024	3	A-Pipe	Daniel Driedger	Eureka River	RGE63	x		x	Field App x2
May 9/2024	4	A-Pipe	Andrew Hale	Worsley	RGE82	x		x	New resident app
May 10/2024	5	A-Pipe	Murphy	Worsley	RGE80	x		x	Field App x2
May 11/2024	5	A-Pipe	Murphy	Worsley	RGE80			x	Old app lowered culvert
May 13/2024	1	A-Pipe	Clear Hills County	Whitelaw	TWP 832	x			New app for Shewchuk pit
	4	C-Pipe	Clear Hills County	Clear Praire	Road		x		Old pipe failed
May 15/2024	6	C-Pipe	Clear Hills County	Worsley	RGE 74	x		x	New centerline at the end of the road
May 14/2024	5	Rip-rap	Clear Hills County	Worsley	TWP 860			x	Rip-rap at the end of the culvert
May 14/2024	5	Rip-rap	Clear Hills County	Worsley	RGE 75			x	Rip-rap at the end of the culvert close to the bridge
May 9/2024	4	trees	Clear Hills County	Worsley	Rge 80			x	Push Trees out if ditch
May 6/2024	4		Clear Hills County	Worsley				x	Cleaned out culvert ends in Worsley
May 22/2024	3	A-Pipe	Driedger	Worsley	Rge 70	x		x	New Field app
May 22/2024	3	A-Pipe	Clear Hills County	Worsley	Rge 65		x	x	Replace damaged field app pipes x2
May 24/2024	3		Clear Hills County	Eureka River	Rge 55			x	Take out abandoned oil field pipe
May 24/2024	3	A-Pipe	David Gillett	Eureka River	Rge 52		x	x	Old concrete pipe failed
May 27/2024	5	C-Pipe	Clear Hills County	Worsley	TWP 854		x	x	Old pipe failed put in new pipe
May 6/2024	4	A-Pipe	Clear Hills County	Worsley	Rge72	x		x	New Field app
June 17/24	4	A-Pipe	Benny Hale	Worsley	Rge 75		x	x	Upgrade app
June 18/24	4	C-Pipe	Clear Hills County	Worsley	Rge 90		x	x	old pipe failed
June 18/24	3	C-Pipe	Clear Hills County	Eureka River	Rge 50		x	x	old pipe failed
June 20/24	4		Baptist Church	Worsley	Worsley			x	Delivered 2 pipe to church/Council approved
June 20/24	4	C-Pipe	Clear Hills County	Worsley	Twp 874			x	Clean out beaver dam in pipe

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Council Information
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence, for information.

BACKGROUND / PROPOSAL:

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.... that Council receives for information the Council Information presented at the July 9, 2024, Regular Council Meeting.

Initials show support - Reviewed by:	Manager:	CAO:	
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Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	July 9, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Calendars
File:	11-02-02

DESCRIPTION:

Council is presented with a calendar of upcoming meetings. This will aid administration in maintaining records and serve as a reminder for upcoming meetings for both the Council and administration.

UPCOMING CONFERENCES:

Conference	Date	Location	Attendance
Alberta Forest Products Association AGM and Conference	September 25-27 2024	Jasper, AB	Janzen
Alberta CARE Fall Conference 2024	September 11 – 13, 2024	MD of Bonnyville, Alberta	
Rural Community Health Provider Attraction and Retention Conference	October 8 - 10th, 2024	Wainright, Alberta	
Alberta Recycling Conference	Oct 30-Nov 1, 2024	Banff, Alberta	

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

RESOLUTION by to accept for information July, August and September 2024 calendar updates of Councillor Committee meetings, that assist Administration with record keeping and Council with reminders of upcoming meetings.

Initials show support - Reviewed by:	Manager:	CAO:	
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JULY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 Canada Day	2 Policy & Priority	3	4	5	6
7	8	9 Council	10	11	12 Trappers Rendezvous -AB	13
14 Trappers Rendezvous -AB	15	16 ASB-DJ, JR	17	18	19	20
21	22	23 Council	24	25 County BBQ-George Lake	26	27 PLS-Exec-AB
28	29	30	31	1	2	3

AUGUST 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6 Policy & Priority	7	8	9 Zone 4-ALL	10 Worsley Parade- ASB
11	12	13 Council	14 Joint Muni Mtg-ALL	15	16	17
18	19	20 ASB-DJ, JR	21	22	23	24
25	26	27 Council	28	29	30	31

SEPTEMBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1	2 Labor Day	3 Policy & Priority-All	4	5	6	7	
8	9	10 Council	11	12	13	14	
15	16	17 ASB-DJ, JR	18	19	20	21	
22	23	24 Council	Alberta Forest Products Association-DJ		26	27	28
29	30	1	2	3	4	5	

Acronyms for Calendar

RMA	Rural Municipalities of Alberta
ASB	Agricultural Service Board
ASR	Alberta Surface Rights
CCES	Cleardale Community Enhancement Society
CH Conn - D	Clear Hills Joint Venture Ltd. - Directors
CH Conn - O	Clear Hills Joint Venture Ltd. - Operating
CCFC	Clear Creek Fire Committee
DAP	Development Appeal Board
MPRP	Mercer Peace River Pulp Ltd. Public Advisory Committee
HPEC	Health Professional Enhancement committee
EDC	Economic Development Committee
EMC	Emergency Management Committee
FCM	Federation of Canadian Municipalities
FV-Med	Fairview Medical Clinic Operating Society
FRAAC	Fairview Regional Airport Advisory Committee
FV-Seed	Fairview Seed Cleaning Co-Op Board
GGAMAC	Grimshaw Gravel Aquifer Management Advisory Committee
IIC	Interprovincial/Intermunicipal Committee
MMSA	Mackenzie Municipal Services Agency - Directors
MPTA	Mighty Peace Tourist Association
MPC	Municipal Planning Commission
NAEL	Northern Alberta Elected Leaders (Reeve & CAO - once a year)
NTAB	Northern Transportation Advocacy Bureau
NPHF	North Peace Housing Foundation
NPRLFC	North Peace Regional Landfill Commission
PLS Adv	Peace Library Systems – Clear Hills Advisory
PLS	Peace Library Systems
PREDA	Peace Regional Economic Development Alliance
Rec-BR	Recreation Board – Burnt River
Rec-CC	Recreation Board – Cherry Canyon
Rec-CD	Recreation Board – Cleardale
Rec-HC	Recreation Board – Hines Creek
Rec-W	Recreation Board – Worsley
R & CAO	Reeves and CAO's (once a year) Filed with Boards & Committees
RBC	Road Ban Committee
Rural Watch	Rural Crime Watch Executive Board
Site C	Site C Clean Energy Project
TTPC	Trades Training Program Committee
TRC 726	Technical Review Committee – Highway 726 Coulee
WDHP	Worsley & District Health Promotion
Z4	Zone 4 (Spring & Fall)
NWSAR	North West Species at Risk
SDAB	Mackenzie inter-Municipal Subdivision and Development Appeal Board
JIMC	Joint inter-Municipal Committee
PVCRT	Peace Valley Conservation, Recreation and Tourism Society