

**AGENDA
CLEAR HILLS COUNTY
SPECIAL COUNCIL MEETING
TUESDAY, OCTOBER 29, 2024**

The special meeting of the Council for Clear Hills County will be held on Tuesday, October 29, 2024, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

CALL TO ORDER

1. AGENDA

2. DELEGATION(S)

Mackenzie Municipal Services Agency **1:15 p.m.**..... 2

3. NEW BUSINESS

a. COUNCIL

1. Mighty Peace Wireless..... 25

2. Village of Hines Creek Meeting..... 38

3. Outstanding Youth Award – Draft Policy 6206 41

b. CORPORATE SERVICES

1. Policy 7001 Operating Grant for Recreation Boards..... 52

c. PUBLIC WORKS

1. Log Haul Route Request – MERCER..... 69

12. ADJOURNMENT

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	October 29, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION - Mackenzie Municipal Services Agency 1:15 p.m.
File:	11-02-02

DESCRIPTION:

Brian Allen and a board representative from Mackenzie Municipal Services Agency will be in attendance.

ATTACHMENT:

MMSA Strategic Plan 2025-2029

RESOLUTION by..... to receive the delegation from Brian Allen and representative with Mackenzie Municipal Services Agency for information. As presented.

Initials show support - Reviewed by:	Manager:	CAO: 
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MACKENZIE MUNICIPAL SERVICES AGENCY

FIVE YEAR STRATEGIC PLAN

2025 - 2029

Planning Today for Your Community's Tomorrow

ADOPTED September, 2024

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INTRODUCTION

BACKGROUND

The Mackenzie Municipal Services Agency (MMSA) was established by 14 municipalities in 1995 and is located in the Peace and Mackenzie Region of the Province of Alberta. The Agency is modelled on the previous Mackenzie Regional Planning Commission, which was established in 1983, and continues to provide planning and related services on an inter-municipal basis. Member municipalities have supported the Agency over the last three decades, and have helped maintain its reputation as one of the best planning agencies in the province.

This Strategic Plan will build on the accomplishments of the Agency by defining its priorities for the next five years.

VISION

Through a collaborative approach, the Mackenzie Municipal Services Agency provides proactive and innovative community planning expertise and implementation to municipalities in northwestern Alberta.

MISSION

The Mackenzie Municipal Services Agency is a professional planning organization that guides the development of its member municipalities through the provision of innovative, comprehensive, and collaborative planning services, based on a co-operative and cost-effective approach.

PHILOSOPHY

- MMSA puts its municipal members first and strives to support the long-term fiscal viability of both the municipalities and the Agency.
- MMSA will maintain fairness and impartiality among its members
- MMSA will prioritize efficiency and accuracy while utilizing new technology; streamlining operations to ensure precise results, and cut through bureaucratic red tape.
- MMSA functions as the planning department for its member municipalities.
- MMSA provides a full range of progressive planning services.
- MMSA is committed to sustainable communities and enhancing quality of life.
- MMSA supports its employees continued professional development.
- MMSA is guided by an executive body of elected officials who provide leadership and policy direction.

MANDATE

The Mackenzie Municipal Services Agency will:

- Provide a full range of community planning services to member municipalities, the region, the business community and the public;
- Encourage development that is consistent with current land use planning best practices;
- Work collaboratively and maintain open communication with member municipalities;
- Encourage inter-municipal cooperation, and collaboration, amongst its member municipalities;
- Advocate for the interests of member municipalities within the region and the province;
- Provide planning services to address local and regional needs and goals;
- Provide a forum to discuss and address planning and development issues that affect the region;
- Provide and maintain a fully functional GIS and web mapping services to all municipal members;
- Achieve planning objectives in the most cost-effective and timely manner; and
- Provide municipalities' access to the diverse range of skill-sets within its professional staff.

BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE

The Mackenzie Municipal Services Agency is established by its member municipalities as an inter-municipal planning services Agency and act as the Subdivision Authority for its member municipalities, pursuant to the provisions of the Province of *Alberta Municipal Government Act* (MGA).

Each member municipality appoints one (1) of its elected officials to serve as a member of the Agency's Board of Directors. An Executive Committee of five (5) members is established to manage the financial, personnel and administrative functions of the Agency.

MMSA STAFF

The MMSA has successfully transitioned into the new organizational structure, as envisioned in the 2020 Strategic Plan. The new organizational chart is provided below, representing the current structure of how the Agency is set to operate moving forward. To the extent possible, ~~the~~ MMSA will prioritize maintaining and retaining our staff, who have shown and demonstrated commitment to the region and the Agency.

Current Organizational Chart



GOALS AND STRATEGIES

Mackenzie Municipal Services Agency is focused on expanding and strengthening its relationships with the member municipalities. The Agency is committed to providing the highest quality innovative and progressive land-use planning services, thereby ensuring its long-term success. In order to meet this challenge, the following goals and strategies have been identified.

GOAL 1: PROVIDE A FULL RANGE OF PROGRESSIVE AND PROFESSIONAL LAND-USE PLANNING SERVICES

Strategies:

- 1.1. Initiate planning projects that respond to issues in each municipality, based on close communication with municipal staff. This is best achieved by the designated planner performing a site visit to familiarize themselves with the geographical, environmental & social aspects/assets of the member municipality.
- 1.2. Continue to develop and adopt best practices in the preparation of statutory planning documents (Intermunicipal Development Plans, Municipal Development Plans, Area Structure Plan, Area Redevelopment Plans, and Land Use Bylaws).
- 1.3. Apply an adaptive approach to public engagement and consultation processes, based on individual projects and municipal needs.
- 1.4. Assist member municipalities in the implementation of planning projects and applying policies to decision making.
- 1.5. Ensure staff is current with the Provincial planning framework, legal precedents and planning best practices.
- 1.6. Increase and maintain awareness of municipal planning framework.
- 1.7. Leverage GIS capacity to support planning processes and decision making.
- 1.8. Enhance planning services by partnering with professional firms, where appropriate.
- 1.9. Update municipal plans on a regularly scheduled basis.

GOAL 2: PROVIDE COMPREHENSIVE GIS AND WEB MAPPING SERVICES

Strategies:

- 2.1 Continue to develop and maintain web mapping services tailored to municipal needs.
- 2.2 Provide GIS capacity to support municipal operations.
- 2.3 Provide training resources to enhance the utilization of GIS and web mapping services.
- 2.4 Develop standardized information submission templates for municipalities to provide inputs to the GIS.
- 2.5 Provide interactive tools that may allow member municipalities to update their GIS information

GOAL 3: STRENGTHEN RELATIONSHIP BETWEEN THE AGENCY AND MUNICIPAL STAFF

Strategies:

- 3.1 Create opportunities for regular presence within municipal offices to enhance communication and working relationships between MMSA staff and municipal staff.
- 3.2 Review service quality with administrative staff on an annual basis.
- 3.3 Circulate a semi-annual newsletter highlighting current MMSA projects and regional planning issues/opportunities.
- 3.4 Meet with new CAOs to familiarize them with the role of MMSA, its services, and staff.
- 3.5 Hold semi-annual CAO meetings.
- 3.6 Promote MMSA's involvement in municipal strategic planning.

GOAL 4: SERVE AS A FORUM TO ADDRESS LOCAL AND REGIONAL ISSUES.

Strategies:

- 4.1 Hold three (3) MMSA General Board meetings per year.
- 4.2 Utilize Board and CAO meetings to bring forward regional issues for discussion and identify opportunities for regional collaboration.
- 4.3 Consider a joint Board and CAO meeting, where appropriate, to facilitate shared discussions on and decision making on important matters.
- 4.4 Organize an annual seminar on relevant planning topics of choice for municipal officials, where feasible.
- 4.5 Address a current local/regional planning issue within each MMSA newsletter.
- 4.6 Use social media and the MMSA Newsletter as a means to promote awareness of regional issues.
- 4.7 Coordinate between municipalities to administer intermunicipal initiatives.

GOAL 5: STRENGTHEN THE LONG-TERM VIABILITY OF THE AGENCY.

Strategies:

Financial

- 5.1 Provide high quality services in a cost-effective manner.
- 5.2 Develop an equitable funding formula for the provision of services.
- 5.3 Develop a sustainable long-term budget.
- 5.4 Develop a marketing plan to recruit new municipal members.
- 5.5 Promote MMSA's planning and GIS services to regional municipalities and the private sector on a fee for service basis.
- 5.6 Consider allocating financial resources towards a consultant fee reserve fund to support project delivery.

Operational

- 5.7 Formalize in-house standards to ensure the consistent quality of documents, mapping and graphic design products.
- 5.8 Develop graphic design standards for MMSA documents.
- 5.9 Conduct ongoing organizational review to ensure the most efficient and effective modes of service delivery.
- 5.10 Collaborate with other Intermunicipal Services Agencies, where possible.
- 5.11 Prepare a brief highlights report for the Board members and CAOs for presentation to their Council.

GOAL 6: PROMOTE THE LONG-TERM RETENTION OF STAFF

Strategies:

- 6.1 Provide professional development opportunities to staff.
- 6.2 Ensure that salaries and benefits are kept at a competitive rate.
- 6.3 Review organizational structure to ensure opportunities for career advancement.
- 6.4 Investigate and implement options to reward long-term commitment to the agency, including long service awards.
- 6.5 Foster a healthy, team-oriented office environment.
- 6.6 Hold team building exercises and an annual staff workshop.
- 6.7 Foster staff connections to MMSA member administrations, community, and the region.

GOAL 7: ENHANCE THE ADMINISTRATIVE AND OPERATIONAL EFFICIENCY OF THE AGENCY

Strategies:

- 7.1 Review existing administrative processes to identify ways to improve efficiency.
- 7.2 Effectively utilize the existing skill-sets of staff.
- 7.3 Prepare a succession plan at the direction of the Executive Committee.
- 7.4 Prepare a subdivision procedures manual to ensure continued provision of Subdivision Authority services.
- 7.5 Ensure technology is kept current with industry standards.

SERVICES

The Mackenzie Municipal Services Agency has three core service areas:

- Planning and Development
- Subdivision
- GIS and Mapping

PLANNING AND DEVELOPMENT SERVICES

The Mackenzie Municipal Services Agency meets its member municipalities planning needs through the provision of the planning services:

- Statutory Plans
- Public Engagement Processes
- Current Planning
- Reports, Studies and Municipal Policy
- Regional Co-operative Services
- Community Design

Additional services may be negotiated between MMSA and each municipality on a case-by-case basis, for an additional fee. Consultation services are also available to the private sector and non-member municipalities, on a case-by-case basis, for a fee.

STATUTORY PLANS

Intermunicipal Development Plans (IDPs)

An Intermunicipal Development Plan (IDP) is a statutory plan adopted by two or more councils which provides direction for the future development of lands along the boundaries of the municipalities. An IDP provides direction on matters, at minimum, relating to the physical, social or economic development as required by the MGA. Municipalities with common boundaries may adopt an Intermunicipal Development Plan, to foster collaborative planning and discussion making.

All IDPs shall be consistent with the Regional Plans of the Provincial Land Use Framework, once those are completed.

MMSA Planners, working closely with the municipalities, manage the IDP (re)development process and are the principal authors of the IDP document. MMSA technical staff develops IDP maps that assist in furthering the understanding of the municipalities and aid in analysis that leads to sound and applicable policy. MMSA staff also develop display and presentation materials for council and steering committee meetings, community consultation processes, and public hearing.

Municipal Development Plans (MDPs)

A Municipal Development Plan (MDP) is a statutory plan adopted by a municipal council to provide direction as to the future land use within the municipality. The MDP identifies essential community infrastructure, environmental, economic and social matters, and relevant development constraints.

MMSA planners, working closely with the municipality, manage the MDP (re)development process and are the principal authors of the MDP document. MMSA technical staff develops MDP maps that assist in furthering the understanding of the municipality and aid in analysis that leads to sound and applicable policy. MMSA staff also develop display and presentation materials for council and steering committee meetings, community consultation processes, and public hearings. A midterm review is recommended every 5 years and a refresh every 10 years.

Area Structure Plans (ASPs)

An Area Structure Plan (ASP) provides a framework for the subsequent subdivision and development of an area of land, describing the land uses for the proposed area, the sequence of the development, the resulting density of population, and requirements for infrastructure. Area Structure Plans must be consistent with the Municipal Development Plan and, where applicable, an Intermunicipal Development Plan. Area Structure Plans may be prepared by a municipality or a private developer.

Area Redevelopment Plans (ARPs)

An Area Redevelopment Plan (ARP) provides a framework for the redevelopment of an area of land, describing the land uses for the proposed area, the sequence of the development, the resulting population, and requirements for infrastructure. Area Redevelopment Plans must be consistent with the Municipal Development Plan and where applicable, an Intermunicipal Development Plan.

Land Use Bylaws (LUBs)

A Land Use Bylaw regulates the use and development of land and buildings in a municipality to ensure the compatibility and overall logic of development. In accordance with the *Municipal Government Act*, all municipalities must have a land use bylaw, adopted by council.

The land use bylaw should be consistent with the municipality's statutory plans.

MMSA Planners, working closely with the municipality, manage the LUB (re)development process, and are the principal authors of the LUB document. MMSA technical staff maintain and update the Land Use Bylaw district map(s), which form a part of the bylaw.

PUBLIC ENGAGEMENT PROCESSES

Municipal public engagement and consultation is key to connecting municipal decision making to residents and local stakeholders.

MMSA planners establish public engagement processes during all statutory planning processes. MMSA planners can also coordinate with municipal staff to develop and implement engagement processes along the public participation spectrum, from informing to empowerment, related to other municipal strategic priorities.

CURRENT PLANNING

Current planning services deal with issues arising from everyday planning matters. MMSA Planners:

- Assist municipal staff in responding to inquiries from the public;
- Assist municipal staff in pre-application consultation meetings with landowners and developers;
- Provide input on development permit application completeness;
- Provide input on development permit decisions, particularly for large-scale, commercial and industrial applications;
- Conduct site visits related to development matters;
- Prepare statutory plan and land use bylaw amendments, including the amendment bylaws, supporting information to Council, a public notice and specific landowner notices where required by bylaw;
 - Land Use Bylaw amendments include both text amendments and redistricting/mapping amendments.
 - The scale, content and timeline associated with amendments can vary significantly.
- Provide planning report to the development authority or Council in support of decision making;
- Prepare Requests for Decisions or Direction for municipal Councils;
- Assist municipal staff in land use related enforcement matters;
- Assist municipal staff in subdivision and development appeal processes; and;
- Attend Council and/or Municipal Planning Commission meetings related to any of the above.

Current planning services vary depending on the nature of issue, scope of work, the amount of time required to address the issue, and the type of service product delivered. MMSA offers current planning support that meets the needs of each individual municipality.

REPORTS, STUDIES AND MUNICIPAL POLICY

MMSA Planners provide policy research to address relevant municipal issues. The resulting report, study or municipal policy documents assists in developing a successful approach to a particular issue. These projects may address many aspects of a municipality and municipal operations, and may include but are not limited to:

- | | |
|------------------------------|----------------------------|
| • Aging Population | • Parks and Recreation |
| • Off-site levy policy | • Public Safety |
| • Downtown revitalization | • Special Needs Group |
| • Healthy Communities | • Transportation |
| • Housing Studies | • Youth Retention |
| ○ Affordable Housing | • Lot Availability Studies |
| ○ Senior Housing | • Emerging Issues |
| ○ Management and Development | • Legislative changes |
| • Municipal Sustainability | |

REGIONAL CO-OPERATIVE SERVICES

Through our Board and Municipal Administrator meetings, the MMSA provides a forum for local municipalities to mutually identify, clarify, and address issues of mutual importance. MMSA staff supports these discussions through policy research and cross-municipal reports. At the direction of member municipalities, the MMSA may also engage with and support other regional organizations and their

initiatives. Doing so could enhance the provision of services to individual municipalities and the region. Further, these partnerships could promote the development and diversity of both individual municipalities and the region as a whole. MMSA can also facilitate the identification and presentation of the region's interests to the Province in partnership with other regional organizations and ~~our~~ member municipalities.

MMSA prioritizes providing regular planning-related information and educational opportunities to the region, namely by organizing annual education seminars, where feasible, for both municipal staff and decision-makers, on topics of importance to north-west Alberta and our member municipalities.

COMMUNITY DESIGN

Community design addresses how a building or site is developed, complementing the direction provided by statutory plans as what and where development occurs. Community design may include:

- Green Building Education and Outreach
- Heritage-based Character Standards
- Neighbourhood Design Guidelines
- Recreation-based Design Guidelines
- Site Design
- Subdivision Layout
- Revitalization Projects
- Parks and Greenspace Design

SUBDIVISION AUTHORITY

MMSA has been assigned the Subdivision Approving Authority for several municipalities located within the region. Under this authority, MMSA is responsible for the complete processing of subdivision applications, including:

- Pre-application consultations
- Initial application review
- Technical processing and referrals
- Issuing decisions
- Review and endorsement of final plans

MMSA will continue to work towards expanding this service to additional municipalities in the region.

MAPPING AND GIS SERVICES

Through significant investment in our Geographic Information Systems (GIS) Department, MMSA is able to offer its member municipalities mapping and geographic analysis services.

Our Standard municipal printed maps products include:

- Cadastral Maps (Lot, block, and Plan Lines)
- Land Ownership Maps
- Rural / Civic Addressing Maps
- Statutory Plans
- Land Use Bylaw Maps

MMSA may create other printable maps based on the availability of any type of geographically referenced data. These can include, but are not limited to:

- General Reference Mapping
 - School and/or Electoral Districts
 - Urban Neighbourhood Boundaries
 - Municipal Infrastructure Maps
 - Municipal Information Map (Schools, Places of Worship, parks, recreation, trails)
- Thematic mapping to support strategic municipal priorities
- Confined Feeding Operations setbacks
- Environmentally Sensitive Areas
- Other maps

GEOGRAPHIC INFORMATION SYSTEM (GIS)

Our web GIS is a dynamic and user-friendly digital solution tailored to cater to the diverse needs of our municipal members. MMSA's GIS professionals take a meticulous approach to transforming multiple datasets, originating from various formats and sources, into a unified and cohesive Geographic Information System. Using raw data, MMSA's GIS experts employ advanced data processing to standardize, cleanse and enrich datasets, guaranteeing accuracy and reliability. With this system, users can easily manage, analyze, and access various types of information from anywhere at any time. The main purpose of our GIS Services is to empower our municipal members to discover and unlock the full potential of spatial data, to drive informed decision-making and to foster sustainable development.

Key Features:

- **Comprehensive Data Access:** Our GIS product grants municipal members unrestricted access to an extensive array of data, empowering them with a deep understanding of their locality's dynamics.
- **User-Friendly Interface:** With a focus on usability, our platform boasts an intuitive interface, ensuring seamless navigation and effortless data retrieval for users of all proficiency levels.

- **Customized Web Maps:** Each municipal member enjoys a personalized web map tailored to their unique requirements, fostering a sense of ownership and relevance.
- **Secure Access:** We prioritize the security of our users' data by implementing robust authentication measures and guaranteeing confidential access through individualized usernames and passwords.

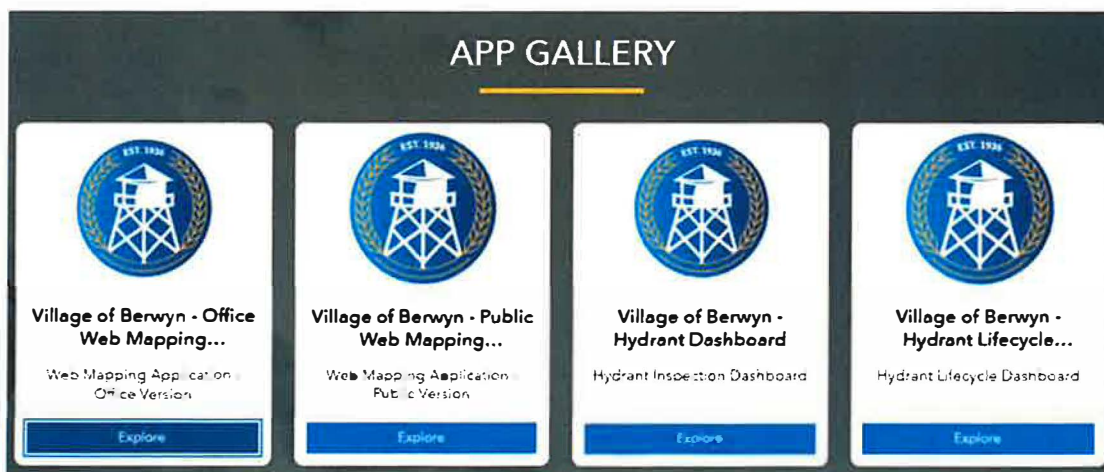
Benefits:

- **Efficient Management:** Our GIS solution streamlines administrative tasks by centralizing crucial information and facilitating efficient decision-making processes for municipal authorities.
- **Data Analysis:** Through advanced analytical tools integrated into the platform, members can delve deep into datasets, uncovering invaluable insights to inform strategic initiatives and policy formulation.
- **Accessibility:** By transcending geographical barriers, our web GIS solutions empower users to access vital information anytime, anywhere, fostering collaboration and synergy among municipal stakeholders.

GIS Products

Within the Geographic Information System, member municipalities can find diverse web and mobile applications such as:

- Web Mapping Applications – Office and Public versions
- Control panel to monitor the status and condition of municipal assets and the progress on fieldwork.
- Lifecycle Dashboard to visualize the stage of the lifecycle of municipal assets and plan budget for asset repair and replacement.
- Mobile apps to collect data on the field.
- Mobile forms to report work orders, such as inspections or repairs.



Within the web mapping applications, users can:

- Access and query data such as:
 - Property Features
 - Parcel Information
 - Owner
 - Tax roll number
 - Assessment
 - Infrastructure
 - Utilities
 - Transportation (Roads and Highways)
 - Municipal Assets (Hydrants, Valves, Manholes, sidewalks and more)
 - Planning and development
 - Residential land use districts
 - Commercial land use district
 - Industrial land
 - Agricultural land
 - Recreational
 - Municipal boundary
 - Special features
 - Revitalization areas
 - Recreation and community facilities
- Create simple PDF maps
- Measure the length and/or area of features

Asset Management Project

The Asset Management project is an integral component of MMSA's Geographic Information System, providing a robust solution tailored to monitor and optimize crucial municipal infrastructure elements, such as hydrants, sidewalks, and culverts. Our comprehensive offering supports a spectrum of essential functions, including:

- **Data Collection:** Seamlessly gather and organize pertinent data related to infrastructure assets.
- **Inspection Workflows:** Streamline the process of conducting thorough inspections to assess asset conditions.
- **Repair Workflows:** Facilitate efficient workflows for addressing maintenance and repair needs promptly.
- **Lifecycle Analysis:** Enable insightful analysis of asset lifecycles to inform strategic decision-making.
- **Dashboards:** Access intuitive dashboards for real-time visualization of asset performance metrics and trends.

- Assignment System: Implement a dedicated system for creating and managing assignments, fostering coordination between office and field personnel.

This holistic approach empowers municipal members to manage their assets comprehensively and efficiently, ensuring optimal performance and longevity. By facilitating seamless coordination between office and field workers, our solutions enhance operational efficiency and promotes collaborative synergy across all levels of asset management.

ASSET MANAGEMENT WORKFLOWS



	HYDRANT INSPECTION & REPAIR Launch
	SIDEWALK INSPECTION Launch
	CULVERT INSPECTION Launch

MEMBERSHIP ADVANTAGES

To meet the responsibilities set out in the *Municipal Government Act*, every municipality has planning service requirements. Engaging the MMSA to address these responsibilities results in a number of advantages:

1. Your Planning and GIS department – MMSA staff aim to engage with each municipality as members of the municipal staff, supporting strategic municipal priorities across each organization.
2. Input into our operations – Each member municipality has input into MMSA operations. Each municipality is encouraged to work with us to better serve your needs.
3. Diverse skills and expertise – Municipal planning is a diverse and complex field which makes it difficult for any single staff person to be an expert in all aspects. As MMSA members, each municipality has access to the diversity of skills and expertise within our staff.
4. Professional staff – MMSA employs registered professional planners (and those on track to this designation).
5. Staff retention – The diversity of our municipal members results in a diversity of services and projects that MMSA staff work on. This diversity assists in retaining professional staff and developing municipal planning expertise in our region.
6. A local perspective – MMSA staff live and work in the region. We develop a better understanding of local perspectives, constraints, issues, and opportunities, and have a vested interest in the success of the region.
7. Best practices transfer – As MMSA works with each municipal member, staff identify municipal best practices and are able to share with other members.
8. Accessibility – Our central location offers local accessibility to professional and technical resources. MMSA staff also prioritize going to our member municipalities on a regular basis and welcome municipal staff to our office.
9. Flexible services – MMSA staff will work with each municipality to identify and meet their needs.
10. Regional cooperation – Supporting MMSA means that municipalities within the region have access to a professional planning department and GIS services.
11. Regional forum – MMSA provides our member municipalities the opportunity to mutually identify, clarify, and address issues of mutual importance and provide a coordinated response to other levels of government.
12. Consistent planning advice – municipal planning advice is consistent across the region, providing a consistent experience for landowners and developers.
13. Economies of scale – MMSA provides planning services on a more cost-effective basis than it would be for individual municipalities hiring their own planning and GIS staff.

LIST OF SERVICES

Mackenzie Municipal Services Agency (MMSA) provides full range community planning services, including the following:

- **PLANNING ADVISORS TO MUNICIPALITY**
 - Serve as planning advisors to the Development Authority/ Development Officer.
 - Respond to telephone and email-based enquiries from municipal staff and the general public.
 - Meet with municipal staff to discuss and advise on planning matters.
 - Attend Council meetings (in person or virtual) to present/discuss planning matters.
 - Prepare reports/memos to Administration/Council regarding planning issues.

- **LONG RANGE PLANNING SERVICES**
 - Preparation of Statutory Plans.
 - Area Structure Plans (ASPs).
 - Area Redevelopment Plans (ARPS).
 - Intermunicipal Development Plans (IDPs).
 - Municipal Development Plans (MDPs).
 - Review of Statutory Plans.
 - Statutory Plan Amendments and Updates.
 - Preparation of Land Use Bylaws (LUBs).
 - Review of Land Use Bylaws.
 - Land Use Bylaw Amendments.

- **SPECIAL PROJECTS, STUDIES AND NON-STATUTORY PLANS**
 - Recreation Master Plans
 - Housing Studies
 - Population Analysis
 - Parking Studies
 - Sidewalk Condition Assessment
 - Lot Availability Studies
 - Community Revitalization
 - Beautification Projects
 - Park Design
 - Neighbourhood/Community Design
 - Cemetery Design
 - Public Engagement
 - Surveys
 - Reports
 - Audiovisuals
 - Social media
 - Open houses
 - Etc

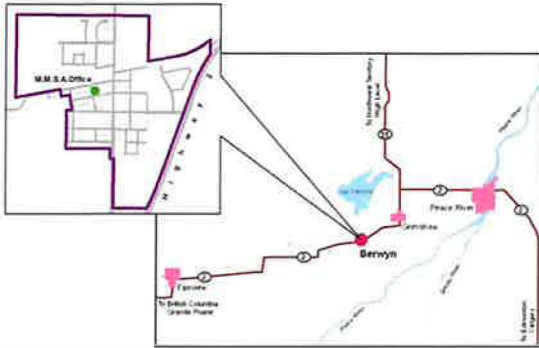
- Other related projects
- **CURRENT PLANNING SERVICES: DEVELOPMENT PERMITS**
 - Pre-application review meetings
 - Initial application review
 - Technical review
 - Preparing notice of complete/incomplete application
 - Preparing decisions/development permits
 - Outlining approval conditions, if required
 - Preparing public notification forms
 - Assisting with the appeal process
 - Development permit extensions
- **CURRENT PLANNING SERVICES: SUBDIVISION SERVICES**
 - Act as the Subdivision Authority
 - Respond to enquiries/proposals
 - Pre-application meetings
 - Initial application review
 - Notice of complete application
 - Application processing (full package – letter, map, comments, etc)
 - Circulation to referral agencies and municipality
 - Notification to adjacent landowners
 - Attend Council/MPC meetings to discuss decision/recommendations
 - Prepare decisions
 - Issue decisions, including conditions, to applicants
 - Send copy of decision to municipality and other required entities
 - Explain/resolve decisions and conditions/next steps/appeal process
 - Receive endorsement package for review and endorsement
 - Follow up with municipality and other agencies regarding meeting approval conditions
 - Endorse package, including ensuring that any required registered instruments (e.g., caveats, easements, etc) are clearly stated.
 - Submit endorsed package to applicant’s surveyor
 - Send copy of endorsement package to municipality
- **CURRENT PLANNING SERVICES: COMPLIANCE CERTIFICATES**
 - Requirements
 - Review
 - Prepare Certificate/Response
- **CURRENT PLANNING SERVICES: PLANNING-RELATED BYLAWS/POLICIES & AMENDMENTS**
 - Development Authority Bylaw
 - Subdivision Authority Bylaw
 - Community Standards Bylaw

- Subdivision and Development Appeal Board Bylaw
 - Nuisance/Unsightly/Dangerous Property Bylaw
 - Road Closure Bylaw
 - Urban Hen/Poultry Bylaw
 - Public Notification Bylaw
 - Public Participation Policy
 - Telecommunications Policy
 - Mural Arts Policy
 - Other Policies
- **CURRENT PLANNING SERVICES: DEVELOPMENT CONTROL, COMPLIANCE AND ENFORCEMENT**
 - Interpreting planning bylaws and compliance provisions
 - Dealing with Land Use Bylaw infractions: e.g, unauthorized development, failing to comply with development approval conditions, etc
 - Notice of Contravention/Warning letters
 - Stop Orders
 - Dealing with non-conforming uses/buildings
 - Orders under section 545 & 546 of the *Municipal Government Act*
- **MAPPING AND GIS SERVICES**
 - Web mapping (office and public municipal web maps)
 - Access and query data such as:
 - Property Features
 - Parcel Information
 - Owner
 - Tax roll number
 - Assessment
 - Infrastructure
 - Utilities
 - Transportation (Roads and Highways)
 - Municipal Assets (Hydrants, Valves, Manholes, sidewalks and more)
 - Planning and development
 - Residential land use districts
 - Commercial land use district
 - Industrial land
 - Agricultural land
 - Recreational
 - Municipal boundary
 - Special features
 - Revitalization areas
 - Recreation and community facilities
 - Create simple PDF maps
 - Measure the length and/or area of features

- Asset management tools
 - Control panel to monitor the status and condition of the assets and the progress on fieldwork.
 - Lifecycle Dashboard to visualize the stage of the lifecycle of the assets and plan budget.
 - Mobile apps to collect data on the field.
 - Mobile forms to report work orders like inspections or repairs.
- Traditional/specialized Maps
 - Cadastral Maps (Lot, block, and Plan Lines)
 - Land Ownership Maps
 - Civic Addressing Maps
 - Rural Addressing Maps
 - Statutory Plan/amendment maps
 - Land Use Bylaw/amendment maps
 - Cemetery maps
 - Fire ban maps
 - Recreation Maps
 - Etc
- **REGIONAL SERVICES**
 - Peace Regional Subdivision and Development Appeal Board
 - Regional Position papers
 - Seminars

OFFICE LOCATION

The Mackenzie Municipal Services Agency is located in the Village of Berwyn. Through budget allocations, a Building Capital fund ensure adequate funds are available for building maintenance and repairs.



IMPLEMENTATION

The goals and strategies identified in this strategic plan shall be implemented through:

- Adoption of this Strategic Plan by the Agency's municipal members.
- The municipal members entering into a 5-year service agreement with the Agency commencing January 1, 2025 to December 31, 2029.
- Engaging in fee-for-service work, the Agency will balance the member's requirements with the need to ensure cost-effective service delivery. Further, no private sector work shall be undertaken that presents potential conflicts of interest with a member municipality.
- Development of a policy for "New members" which will address such matters as the:
 - Determination of requisition amount
 - Period of contract.
- Review of goals and strategies on an annual basis.
- On-going communication with municipal members, to ensure planning needs are being met.

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	October 29, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Mighty Peace Wireless
File:	11-02-02

DESCRIPTION:

Mighty Peace Wireless is supplying Council with additional information as per their request with regards to the delegation from October 22, 2024.

ATTACHMENT:

Information
October 22, 2024 - RFD

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Mighty Peace Wireless



**Clear Hills County/Hines Creek
Community Infrastructure Build Out Cont
October 23, 2024**

Mighty Peace Wireless

Phase 1

Phase One of this project involves completing the project that was initially discussed in our meeting on October 22, 2024. After our initial discussion I would like to propose adding an additional run down 685. Originally, we had planned to install a Point of Presence about 2 miles in from the highway and terminate it. This is planned to allow future expansion down deer hill which will be outlined in **Phase 2**. After considering the options I want to propose that we find an area that could work for a Telus tower and run additional fibers to that location. This will allow Mighty Peace to offer Telus the use of these strands for their tower they would erect and do so at the most minimal cost possible to them. We believe this would entice them to connect to the fiber and make it more appealing for them to consider erecting a tower in the area. During phase one we are running everything back to our Point of Presence within the town of Fairview. Within 50 meters of our Point of Presence, is an established Telus mobility shack. This would work excellent for them as they would tap into the fiber at a current existing mobility hub they have and could connect it directly to a tower in Deer Hill.

Another option that could be explored would be doing something like Saddle Hills, where they erected some towers and were able to lease space to cell carriers and internet service providers in the area. This would have to be something possibly discussed with Saddle Hills in terms of how effective this was or what designs they used for their tower, but by running strands to towers for that purpose in select locations we could have POPs established that would allow any internet company to connect and serve as well as any mobility provider. This would also give the county the power to choose areas they best think would improve service for their constituents.

Mighty Peace Wireless cannot assume what Telus will do, but we can make it as appealing as possible for them to want to build out in the area.

This same strategy can be used in any areas that are considered underserved within Clear Hills County, but it would be best to do as much construction as possible during Phase 1 when money is potentially available.

One major area to consider using this strategy on would be by the existing Axia/Supernet locations that are in Clear Hills. If we apply the same logic of dropping fiber right next to the existing locations that Axia/Supernet has throughout the area, we can approach them about expanding their network through a fiber lease agreement. While Mighty Peace cannot guarantee what they would do, if they were able to use this fiber to increase broadband for the Supernet it would benefit the hospitals and schools within the area. Since Supernet already connects to Cleardale, any increase in bandwidth they have in the area should also improve the area of Cleardale. Using the POP that would be established in Hines Creek, Axia would be able to then connect all their buildings north of the area through fiber instead of relying on the wireless they currently are operating.

Cost Assumption

Based on current pricing if we were to do this additional work during phase one the costs would be as followed

- Plowing of Rural Conduit \$25.00 per meter
- Direction Drilling of Conduit \$75.00 per meter

Mighty Peace Wireless

- Pulling/Blowing Fiber line \$5.00 per meter
- Splicing fiber w truck \$285.00 hourly
- Construction crew \$2000 per day (Can vary depending on type of worker, plowing vs direction drill crew vs backhoe operator etc.)
- Vault + Vault installation-\$4000 per handhold needed
- Conduit \$8.33 per meter
- Fiber \$4.22 per meter
- Splice Trays \$2000

There would be some additional cost of engineering, but this is hard to estimate at this time without a set location to build to. The information above gets us at least some representation of cost based on distance from the 685-highway intersection off HWY 732 and wherever we would best thing building out to, to support a Telus tower would be.

Phase 2

This secondary phase is meant to build out from our Point of Presence that will be established along 685. It would allow a build out of fiber to key areas where towers can be established to serve locations wirelessly as well as building out fiber directly to any areas of interest. That would include areas where cell towers could be erected, as well as clusters of acreages/farms. We would like to work directly with council as we continue this build out to identify key areas that work for both Clear Hills County and Mighty Peace Wireless. We feel like having a collaborative plan will better allow both parties to maximize the benefit of the build out. For Mighty Peace we feel the best option would be the establishment of a couple towers in the areas in key spots to ensure maximum coverage. The fiber POP being established in phase 1 will allow us to build out at a much-reduced cost in the future. If the county decided to do towers of its own like Saddle Hills that could be used in phase 2 instead where POPs could be established so both mobility and ISPs could thrive. This would also allow Clear Hills to make sure that the fiber being run benefits the county for a very long time.

Phase 3

Based on the increase in number of calls towards the Cleardale area we have been experiencing, we would take advantage of our established POP within Worsley, to build out towards Cleardale. Having the established POP within Worsley will allow us to be able to send light from one location to the other with an excellent level of bandwidth. All phases that will take place after phase one are very similar in that we would be leveraging the expansive backbone network being built so that we can continue to grow throughout the area to make sure the underserved are not forgotten.

Cost Breakdown

Mighty Peace Wireless

Hines Creek

Construction Equipment + Equipment Costs (All Costs Are Estimates Based on Design)

- Conduit \$75,000 for 9kms
- Fiber \$38,000 for 9kms
- Vaults \$41,538 for 43 units
- PON Ports \$2300
- OLT \$17,250
- 12 Fiber Patch Cable \$19,945.99
- MPT \$3382.44 for 5 units
- C Change Terminal \$17043.50 for 38 units

Total Cost of Equipment for infrastructure build- **\$246,628.92** (Total cost-plus 15 percent contingency (Covers shipping/GST/Inflation))

Construction Costs Hines Creek (All Costs Are Estimates Based on Design)

- Construction \$1,272,710.75 (Cost plus contingency)
- Hydrovaccing \$30,000
- Engineering \$7000

Total Cost of Construction for infrastructure build- **\$1,309,710.75**

Overall Project Cost in Hines Creek- The overall project cost will be approximately **\$1,556,339.10**

The project budget is being estimated on 150 buildings connected to the fiber.

As Mighty Peace is asking for 25% of the project cost from Clear Hills County the actual cost to the county would be **\$389,084.78**

Something to keep in mind is some of the trenching involved would still need to be done as establishing at a minimum a POP would be needed to have the backbone continue north.

Worsley

Construction Equipment + Equipment Costs (All Costs Are Estimates Based on Design)

- Conduit \$50,000 for 6kms
- Fiber \$38,000 for 6kms
- Vaults \$24,150 for 25 units
- PON Ports \$2,300
- OLT \$17,250
- 12 Fiber Patch Cable \$13,945.99
- MPT \$2,029.47 for 3 units

Mighty Peace Wireless

- C Change Terminal \$4,933.50 for 11 units

Total Cost of Equipment for infrastructure build- **\$175,500.30** (Total cost-plus 15 percent contingency (Covers shipping/GST/Inflation))

Construction Costs Worsley (All Costs Are Estimates Based on Design)

- Construction \$806,782.50 (Cost plus contingency)
- Hydrovaccing \$30,000
- Engineering \$7000

Total Cost of Construction for infrastructure build- **\$843,782.50**

Overall Project Cost in Worsley- The overall project cost will be approximately **\$1,019,339.10**

The project budget is being estimated on 40 buildings connected to the fiber.

As Mighty Peace is asking for 25% of the project cost from Clear Hills County the actual cost to the county would be **\$254,834.78**

Since we would want a POP established within the community regardless of fiber going to the buildings or not some of the costs would exist regardless. That will include a lot of the engineer costs from running along the highways to get into the town.

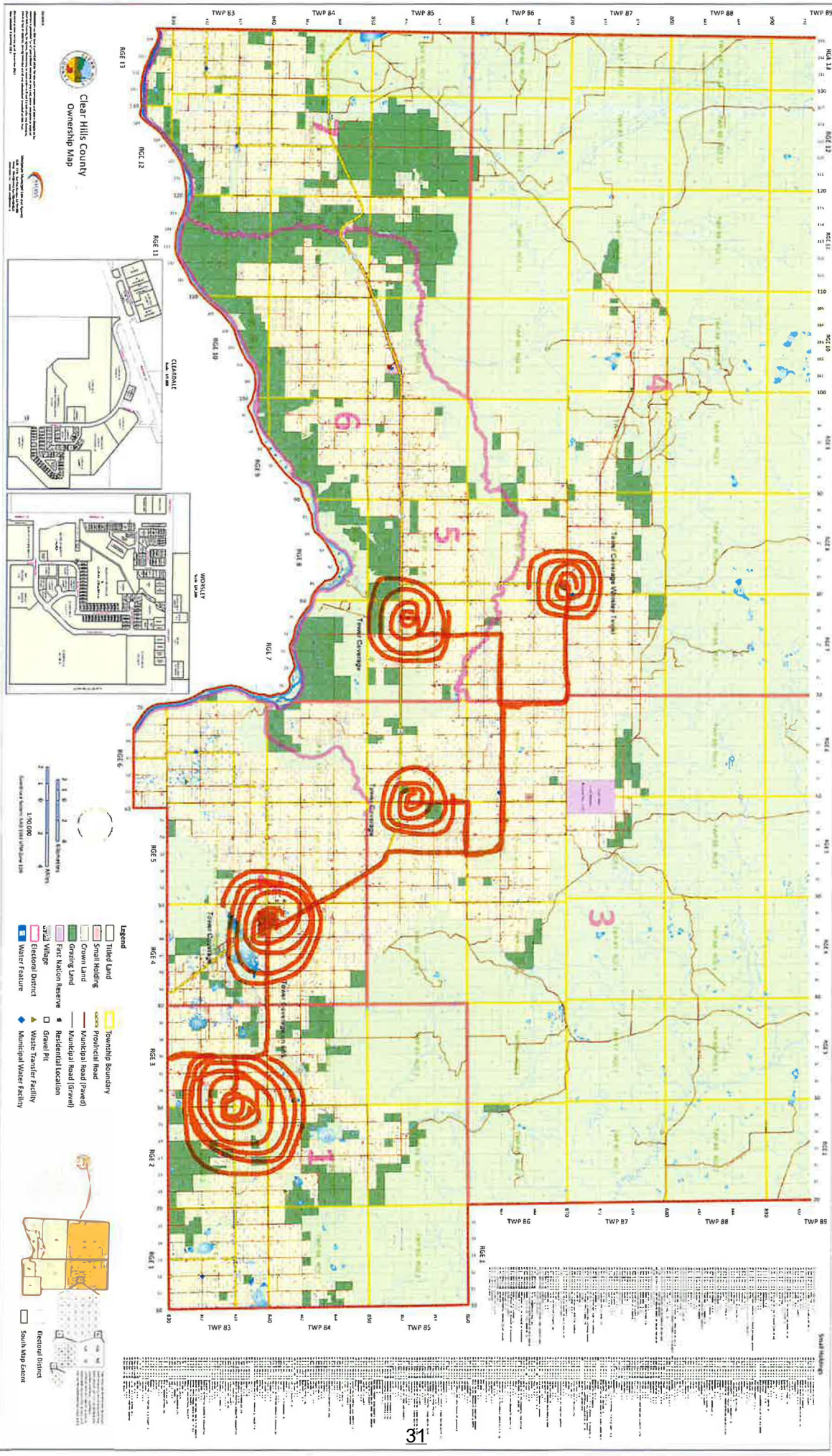
Long Term Project Operation

This project, based on the contract that would be signed when undertaking it would have construction running until the end of 2026 and operation happening by March 2027 at the latest. This project also comes with a 5-year operational agreement where MPW agrees with GOC that the line will be operated for a minimum five years with frequent reporting over that time.

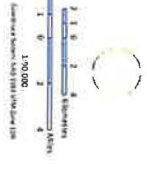
Mighty Peace Wireless has no interest in selling and has turned down more than one offer so far but if that were ever to happen, the only types of companies that would be interested in purchasing the company and assets would be another ISP. This would mean the fiber line would continue to operate as long as it exists. I believe that if Clear Hills County and Mighty Peace work together on the design of this project and make sure the county has design files, this will also aid in making sure the line could operate in the event Mighty Peace Wireless was gone.

One other thing to stress is that if lease agreements are done with Telus, Bell or the County of Clear Hills those would be contracts that could pass on in the event of a sale.

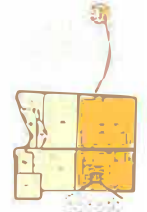
This is not something Mighty Peace has considered but I was asked what would happen in the event the company did sell so I added that to this document.



Clear Hills County
Ownership Map



- Legend**
- Titled Land
 - Small Holding
 - Crown Land
 - Greening Land
 - Pasture Reserve
 - Village
 - Electoral District
 - Water Feature
 - Township Boundary
 - Provincial Road
 - Municipal Road (Paved)
 - Municipal Road (Gravel)
 - Residential Location
 - Gravel Pit
 - Waste Transfer Facility
 - Municipal Water Facility



Regional District
South Map Sheet

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 22, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Delegation – Mighty Peace Wireless 11:20 a.m.
File:	11-02-02

DESCRIPTION:

Mighty Peace Wireless will be in attendance to discuss Fiber Optic possibilities in Clear Hills County.

ATTACHMENT:

Presentation

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Mighty Peace Wireless



Clear Hills County/Hines Creek
Community Infrastructure Build Out
October 11, 2024

Mighty Peace Wireless

Understanding The Project- Mighty Peace Wireless will build a fiber backbone that will connect Clear Hills County and Hines Creek to a Point of Presence that Mighty Peace currently operates within the town of Fairview. This project would also establish multiple POPs along the way to facilitate future growth and an opportunity to connect underserved communities either directly to the fiber backbone or feed wireless towers directly with fiber to serve even the hardest to connect houses. This project will be multifaceted and will include the following

-Running a 144-count fiber line from the main data center in Fairview to connect Hines Creek and Worsley, Alberta. This will improve the bandwidth in the area immediately to 10Gbps. The build of the fiber will easily allow future scalability to 100Gbps.

-The fiber line will be run-in two-inch conduit with vaults at each crossing. The vaults will have splice containers within them that will allow the fiber to be branched to additional areas in the future. This will be done to allow multiple POPs to be established throughout Clear Hills County. POPs will allow anyone to connect to wholesale data that is near the area. This also allows the expansion of wireless to be established with a direct connection to fiber.

-Fiber will be ran from a POP (Point of Presence) within the village of Hines Creek at 56.249016°, - 118.607799° throughout the town and surrounding areas. Please refer to the figure below for general idea of fiber run within the town.



Mighty Peace Wireless



-The project will run fiber to the home within Worsley, Alberta. This would involve running fiber from an established POP within the village to the homes and surrounding businesses.



Construction Details- Conduit will be ran from Fairview up HWY 732. Once on HWY 732 the conduit will travel north past the David Thompson Hall all the way to Hines Creek. This main line will be plowed to

Mighty Peace Wireless

the POP location within the village of Hines Creek referred to in the picture above. Vaults will be placed at each crossroad along that path to ensure the line can be branched off into the future in other directions. Strands will specifically be left at each major crossroads to ensure easy transition to other areas such as Deer Hill. After terminating strands at the POP within the village of Hines Creek the fiber will then be ran north to the Eureka River turn off and follow that road until it reaches Worsley. Fiber to the home will then be ran to each of the homes within both Hines Creek and Worsley. Since vaults will be placed at each crossroads this will allow easy access to establish new towers to provide internet to hard-to-reach customers. Having fiber directly to the towers will make the bandwidth available to serve much higher than what is has been in the past. Below is a rough idea of the coverage and the line detailing where the fiber will run. The Red Line is the main fiber line and the white is all the branch areas that are estimated to be served based on placing POPs within the area.



How this project comes about: Mighty Peace Wireless is working directly with ISED as well as GOA to obtain funding for this project. The project is in the negotiation phase and is on its way to approval. Mighty Peace will be able to provide around **\$9,894,220.30** for this project. The total cost of the project is estimated to be **\$13,192,293.75**. We are asking if Clear Hills County would be able to help make up the difference to help make this project a reality. We would be offering free installs to everyone within the towns of Hines Creek and Worsley for fiber to the dwelling. We would also do free equipment swaps and connections for people who would be able to be influenced by the towers that we could connect to the fiber.

The project will run from current day until March of 2027. If we had the cooperation of Clear Hills, we would begin immediately to source all the equipment as well as get the engineering, permits and environmental studies in place. We would ideally be doing construction of the project in the

Mighty Peace Wireless

spring/summer of 2025 and 2026 and have everything operational at the end of 2026. Since the project is running until 2027, the financial support could be spread over the two build years that the project is running for. The financial number we would need to complete the project from Clear Hills is **\$3,298,073.45.**

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	October 29, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Village of Hines Creek Meeting
File:	11-02-02

DESCRIPTION:

The Village of Hines Creek Council will be attending a joint meeting with Council on Thursday, November 14, 2024, at 7:00 p.m. at the Clear Hills County Council Chambers.

ATTACHMENT:

Email Correspondence

RESOLUTION by..... to receive the information regarding the joint meeting with the Village of Hines Creek on Thursday, November 14, 2024, at 7:00 p.m. at the Clear Hills County Council Chambers.

Initials show support - Reviewed by:

Manager:

CAO:



Bonnie Morgan

From: Stacey Basnett <assistantcao@hinescreek.com>
Sent: October 23, 2024 9:56 AM
To: Bonnie Morgan
Subject: Upcoming meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Leanne asked that I email you and let you know that the Village of Hines Creek Council will meet November 14, 2024, at 7:00 p.m. in Worsley.

Stacey Basnett

Village of Hines Creek
PO Box 421
212 10th St.
Hines Creek, AB T0H2A0
Phone: 780-494-3690
Email: assistantcao@hinescreek.com
www.hinescreek.com



Bonnie Morgan

From: Bonnie Morgan
Sent: October 9, 2024 10:39 AM
To: 'cao@hinescreek.com'
Subject: RE: Joint Council Committee

Council would like to propose the following dates, November 13 or 14th at the Clear Hills County Council chambers.

Thanks
Bonnie

From: cao@hinescreek.com <cao@hinescreek.com>
Sent: September 30, 2024 1:11 PM
To: Allan Rowe <Allan@clearhillscounty.ab.ca>; Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>
Subject: Joint Council Committee

Good afternoon, Allan

Village of Hines Creek would like to set up a meeting with your representatives to begin discussions on Amalgamation/Dissolution/Revenue Sharing with you. I realize that your RM Convention will be soon coming up in November and am suggesting that Council's meet after that date.

Any discussion concerning this I'm a phone call away.

Look forward to hearing from you.

Leanne

Leanne Walmsley
Chief Administrative Officer
Village of Hines Creek
Phone: 780-494-3690
Fax: 780-494-3605
Email: cao@hinescreek.com



Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	October 29, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Outstanding Youth Award – Draft Policy 6206
File:	11-02-02

DESCRIPTION:

Council is presented with a draft of the Outstanding Youth Award Policy.

- C536-24(10-22-24) RESOLUTION by Reeve Bean to bring back Policy 6206 Outstanding Youth Award with the discussed amendments. CARRIED.
- C522-24(10-08-24) RESOLUTION by Reeve Bean to bring back the draft policy Outstanding Youth Award to the October 22, 2024, Regular Council meeting for review and approval. CARRIED.
- P511-24(10-01-24) RESOLUTION by Councillor Hansen to recommend Council develop a Policy around Outstanding Youth Award for youth aged 16-18 using the same Volunteer Award Community Involvement Criteria. CARRIED.

ATTACHMENT:

Outstanding Youth Award – Draft Policy & Nomination Form

RESOLUTION by.....to approve Policy 6206 Outstanding Youth Award, as presented.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Effective Date: October 29, 2024	Policy Number 6206
Title: Outstanding Youth of The Year Award	



1. POLICY STATEMENT

1.1. Clear Hills County values the exceptional contributions of youth within its borders and believes in recognizing their positive impact on the community. Council is committed to hosting an annual Outstanding Youth Award to celebrate youths who demonstrate exemplary character, leadership, and community involvement.

2. GENERAL

2.1. Annually, Council will allocate funds in the Operating Budget to cover the costs associated with hosting the Outstanding Youth Award.

2.2. Nominations for the Outstanding Youth Award will be accepted until December 1st annually and presented to Council at the following December Council Meeting.

3. GUIDELINES

3.1. Outstanding Youth Award – This award honors youth between the ages of 14 and 18 who have made significant contributions to the community through volunteerism, leadership, or positive impact in any field.

Eligible individuals must:

- Demonstrate outstanding commitment to the community through volunteer efforts or other meaningful contributions.
- Exhibit leadership qualities, creativity, and cooperation in their role(s) within the community.
- Be a positive role model ~~for peers~~ through their character and actions.
- Have volunteered significant unpaid hours or contributed talents and energy to benefit their community or organization.

4. RECOGNITION

4.1. The recognition of the award recipient(s) will include:

- An award plaque.
- A \$1,000.00 donation to a local charity or not-for-profit organization of their choice.
- A letter of recommendation from Clear Hills County.
- A picture and announcement in the County Newsletter and on the County website.
- Public recognition during the County's Annual Appreciation Banquet.

5. AWARDS CEREMONY

5.1. The award will be presented at the Clear Hills County Annual Appreciation Banquet, held the first Saturday in February or as directed by Council.

6. Attachments:

6.1. Outstanding Youth of the Year Nomination Form

7. End Of Policy



Clear Hills County Outstanding Youth Award Nomination Form

*Please Note: Incorrect or incomplete forms will not be considered or accepted.

NOMINEE INFORMATION

- Full Name of Nominee: _____
- Age: _____
- Address: _____
- City/Province/Postal Code: _____
- Phone Number: _____
- Email Address: _____

NOMINATOR INFORMATION

- Full Name of Nominator: _____
- Relationship to Nominee: _____
- Phone Number: _____
- Email Address: _____

NOMINATION CRITERIA

Please provide detailed responses to the following questions regarding the nominee's contributions and impact on the community. Use additional pages if necessary.

1. **Describe the nominee's volunteer efforts and community contributions:**
(Explain the activities they are involved in, the time committed, and the impact on the community.)

2. Outline the nominee's leadership qualities and any roles they have held:
(Include specific examples of leadership, creativity, and cooperation.)

3. How does the nominee serve as a positive role model for their peers?
(Provide examples of character and actions that demonstrate this.)

4. Please provide any additional information that supports this nomination:
(This could include awards, testimonials, or specific achievements.)

NOMINATOR'S SIGNATURE

I hereby confirm that the information provided in this nomination is accurate and that I have obtained the nominee's consent to submit this nomination.

- **Signature:** _____
 - **Date:** _____
-

SUBMISSION INSTRUCTIONS

Please submit the completed nomination form by December 1st annually to:

Clear Hills County

Box 240, Worsley, AB T0H 3W0

bonnie@clearhillscounty.ab.ca

780-685-3925 Ext: 120

**Please Note: Incorrect or incomplete forms will not be considered or accepted.*

Clear Hills County

Effective Date: October 29, 2024	Policy Number 6206
Title: Outstanding Youth of The Year Award	



1. POLICY STATEMENT

1.1. Clear Hills County values the exceptional contributions of youth within its borders and believes in recognizing their positive impact on the community. Council is committed to hosting an annual Outstanding Youth Award to celebrate youths who demonstrate exemplary character, leadership, and community involvement.

2. GENERAL

2.1. Annually, Council will allocate funds in the Operating Budget to cover the costs associated with hosting the Outstanding Youth Award.

2.2. Nominations for the Outstanding Youth Award will be accepted until December 1st annually and presented to Council at the following December Council Meeting.

3. GUIDELINES

3.1. Outstanding Youth Award – This award honors youth between the ages of 14 and 18 who have made significant contributions to the community through volunteerism, leadership, or positive impact in any field.

Eligible individuals must:

- Demonstrate outstanding commitment to the community through volunteer efforts or other meaningful contributions.
- Exhibit leadership qualities, creativity, and cooperation in their role(s) within the community.
- Be a positive role model through their character and actions.
- Have volunteered significant unpaid hours or contributed talents and energy to benefit their community or organization.

4. RECOGNITION

4.1. The recognition of the award recipient(s) will include:

- An award plaque.
- A \$1,000.00 donation to a local charity or not-for-profit organization of their choice.
- A letter of recommendation from Clear Hills County.
- A picture and announcement in the County Newsletter and on the County website.
- Public recognition during the County's Annual Appreciation Banquet.

5. AWARDS CEREMONY

5.1. The award will be presented at the Clear Hills County Annual Appreciation Banquet, held the first Saturday in February or as directed by Council.

6. Attachments:

6.1. Outstanding Youth of the Year Nomination Form

7. End Of Policy



Clear Hills County Outstanding Youth Award Nomination Form

**Please Note: Incorrect or incomplete forms will not be considered or accepted.*

NOMINEE INFORMATION

- Full Name of Nominee: _____
 - Age: _____
 - Address: _____
 - City/Province/Postal Code: _____
 - Phone Number: _____
 - Email Address: _____
-

NOMINATOR INFORMATION

- Full Name of Nominator: _____
 - Relationship to Nominee: _____
 - Phone Number: _____
 - Email Address: _____
-

NOMINATION CRITERIA

Please provide detailed responses to the following questions regarding the nominee's contributions and impact on the community. Use additional pages if necessary.

1. **Describe the nominee's volunteer efforts and community contributions:**
(Explain the activities they are involved in, the time committed, and the impact on the community.)

2. Outline the nominee's leadership qualities and any roles they have held:
(Include specific examples of leadership, creativity, and cooperation.)

3. How does the nominee serve as a positive role model for their peers?
(Provide examples of character and actions that demonstrate this.)

4. Please provide any additional information that supports this nomination:
(This could include awards, testimonials, or specific achievements.)

NOMINATOR'S SIGNATURE

I hereby confirm that the information provided in this nomination is accurate and that I have obtained the nominee's consent to submit this nomination.

- **Signature:** _____
 - **Date:** _____
-

SUBMISSION INSTRUCTIONS

Please submit the completed nomination form by December 1st annually to:

Clear Hills County
Box 240, Worsley, AB T0H 3W0
bonnie@clearhillscounty.ab.ca
780-685-3925 Ext: 120

**Please Note: Incorrect or incomplete forms will not be considered or accepted.*

Clear Hills County

Request For Decision (RFD)

Meeting:	SPECIAL COUNCIL MEETING
Meeting Date:	October 29 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Policy 7001 – Operating Grant for Recreation Boards
File:	71-10-02

DESCRIPTION:

Policy 7001 – Operating Grant for Recreation Boards establishes a system for allocating annual recreation operating funds to the County Recreation Boards.

BACKGROUND / PROPOSAL:

At the October 22, 2024 Regular Council Meeting, Council made the following motion:

C542-24(10-22-24) RESOLUTION by Councillor Ruecker that Council amended Policy 7001 Operating Grant for Recreational Boards to adjust the scoring grid and application form, and bring back to the October 29, 2024 Special Council Meeting. CARRIED.

ATTACHMENTS

- Policy 7001 – Operating Grant for Recreation Boards Draft
- Policy 7001 – Operating Grant for Recreation Boards Final
- Draft Application for Operating Grant for Recreation Boards
- Revised 2024 Recreation Boards Point Distribution Summary (by Recreation Board)

RECOMMENDED ACTION:

RESOLUTION by ... that Council ...

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

Effective November 1, 2022 October 29, 2024	Policy Number 7001
Title OPERATIONAL GRANT FOR RECREATION BOARDS	

1. Policy Statement

- 1.1. Clear Hills County will develop a system for allocating annual recreation operating funds to County Recreation Boards.
- 1.2. Clear Hills County shall annually, in the interim and final budget, allocate recreation operating funding for the County.

2. DEFINITIONS

~~2.1.1.3. Capital projects and asset purchases are considered to be the following~~

Major Asset Class	Minor Asset Class	Capitalization Threshold	Useful Life
Land		No minimum value	N/A
Land Improvements		\$5,000	25 years
Buildings		\$25,000	25 years
Engineered Structures	Roadways	\$50,000	25 years
	Water Systems	\$50,000	Distribution—75 years Plant—30 years
	Wastewater Systems	\$50,000	Distribution—75 years Plant—30 years
Machinery & Equipment		\$5,000	15 years
Vehicles		\$5,000	10 years

~~Table extracted from Clear Hills County Capitalization Policy 1207 Section 4.~~

~~2.2. Maintenance is considered to be projects and asset purchases that are below the capitalization threshold and/or useful life in 2.1, above.~~

3.2. Responsibilities

~~3.1.2.1. The Recreation Board and Clear Hills County shall enter into an agreement outlining rights and responsibilities.~~

~~3.2.2.2. The Recreation Board shall use the following guideline to distribute money based on the following priorities~~

- 1st Maintenance of existing facilities
- 2nd Existing recreation / cultural programs
- 3rd Intent to access matching grants

4th New recreation / cultural programs

4.3. Funding Based on

- 3.1. Facilities located within the Village of Hines Creek will be included in the calculation of funding for the Hines Creek and District Recreation Board.
- 3.2. In recognition of the fact that there are very few recreation facilities located within the Burnt River Recreation Board area, and the fact that the community is active in terms of recreation programs, and the fact that the community mainly utilizes other recreation facilities located outside of Clear Hills County, an additional 2000 points will be allocated to the Burnt River Recreation Board to secure additional funding under the facility point system.
- 3.3. In recognition of the fact that there are few recreation facilities located within the Cleardale Recreation Board area, and the community is active in terms of recreation programs with approximately 40% of the total County population \$10,000 annually will be allocated to the Cleardale Recreation Board to secure additional funding under this operating grant.

5.4. Funding Point System

- 4.1. Recreation Boards must submit a facilities list, the most recent financial statement and name and contact information for the Executive to Clear Hills County by January 15 annually in order to receive grant funding.
- 4.2. Each Recreation Board shall prioritize distribution of funds using this policy as a guideline, and will have the power to disperse the grant funds within the parameters of the Board’s annual budget, unless otherwise directed from time to time by the County.
- 4.3. Facilities must have been active in the past year, to qualify for points.

6.5. Funding Distribution Based on Points

5.1. The following points will be assigned to each facility.

Arena (artificial ice)	16,000 <u>17500</u>	
Arena (natural ice)	2,500 <u>3500</u>	
Bible Camp (semi-private)	500	
Outdoor rink	500	
Outdoor rink w/heated change rooms, ice cleaning equipment, etc.	1,500 <u>1700</u>	
Curling Rink (artificial ice)	1,750	per sheet
Curling Rink (natural ice)	500	per sheet

Community Hall	2,000
Community Hall (Minor Use) <u>Capacity of 100 people or less</u>	400 <u>300</u>
Senior's Hall	400 <u>300</u>
<u>Public Campground (does not include seasonal lots)</u>	
1 - 14 stalls	400 <u>500</u>
15 + stalls	1,000
e/w boat dock or beach regardless	
of number of stalls <u>Boat launch</u>	1,000 <u>300</u>
Swimming Pool	6,000
Swimming Pool, semi-private	1,500
Rodeo Grounds	1,500
Ball Diamond	100
Playground	100
Tennis Court	100
<u>Outdoor Basketball Court</u>	<u>100</u>
<u>Outdoor Soccer Field</u>	<u>100</u>
Golf Course (grass greens)	1,200 <u>1500</u>
Golf Course (sand greens)	700
Museum <u>Historical Site</u>	100
<u>Museum 1 – 10 exhibit buildings</u>	<u>500</u>
<u>Museum 11 or more exhibit buildings</u>	<u>1000</u>
Craft Room	100
Ski Hill	6,000
<u>Public Picnic Ground (No camp stalls)</u>	100
Gymnasium	1,000 <u>500</u>
Cross Country Ski Trail	100
Camp Shelter (Not located in a campground)	100
Community Library	1,200
Community Fitness Centre <u>fitness equipment only</u>	200
<u>Community Fitness Centre that includes other</u>	
<u>indoor amenities i.e. walking trail, courts</u>	<u>500</u>
<u>Splash Park</u>	<u>250</u>
<u>Stage</u>	<u>150</u>

7.6. End of Policy

ADOPTED	DATE
Resolution #C193-02	March 25, 2003
AMENDED	DATE
Resolution #C876-03	November 25, 2003
Resolution #C241-04	March 23, 2004
Resolution# C626-04	September 23, 2008
Resolution #C707-11	August 23, 2011
Resolution C326-12(05/22/12)	May 22, 2012
<u>AMENDED CONTINUED</u>	
Resolution C060-13(01/22/13)	January 22, 2013
Resolution C091-14(02/11/14)	February 11, 2014
Resolution C45-19(01/22/19)	January 22, 0219
Resolution C46-19(01/22/19)	January 22, 2019
Resolution C283-20(06/09/20)	June 9, 2020
Resolution C583-22(11-01-22)	November 1, 2022
<u>Resolution C###-24(10-29-24)</u>	<u>October 29, 2024</u>



Clear Hills County

Effective October 29, 2024	Policy Number 7001
Title OPERATIONAL GRANT FOR RECREATION BOARDS	

1. Policy Statement

- 1.1. Clear Hills County will develop a system for allocating annual recreation operating funds to County Recreation Boards.
- 1.2. Clear Hills County shall annually, in the interim and final budget, allocate recreation operating funding for the County.
- 1.3.

2. Responsibilities

- 2.1. The Recreation Board and Clear Hills County shall enter into an agreement outlining rights and responsibilities.
- 2.2. The Recreation Board shall use the following guideline to distribute money based on the following priorities
 - 1st Maintenance of existing facilities
 - 2nd Existing recreation / cultural programs
 - 3rd Intent to access matching grants
 - 4th New recreation / cultural programs

3. Funding Based on

- 3.1. Facilities located within the Village of Hines Creek will be included in the calculation of funding for the Hines Creek and District Recreation Board.
- 3.2. In recognition of the fact that there are very few recreation facilities located within the Burnt River Recreation Board area, and the fact that the community is active in terms of recreation programs, and the fact that the community mainly utilizes other recreation facilities located outside of Clear Hills County, an additional 2000 points will be allocated to the Burnt River Recreation Board to secure additional funding under the facility point system.
- 3.3. In recognition of the fact that there are few recreation facilities located within the Cleardale Recreation Board area, and the community is active in terms of recreation programs with approximately 40% of the total County population \$10,000 annually will be allocated to the Cleardale Recreation Board to secure additional funding under this operating grant.

4. Funding Point System

- 4.1. Recreation Boards must submit a facilities list, the most recent financial statement and name and contact information for the Executive to Clear Hills County by January 15 annually in order to receive grant funding.
- 4.2. Each Recreation Board shall prioritize distribution of funds using this policy as a guideline, and will have the power to disperse the grant funds within the parameters of the Board's annual budget, unless otherwise directed from time to time by the County.
- 4.3. Facilities must have been active in the past year, to qualify for points.

5. Funding Distribution Based on Points

- 5.1. The following points will be assigned to each facility.

Arena (artificial ice)	17500	
Arena (natural ice)	3500	
Bible Camp (semi-private)	500	
Outdoor rink	500	
Outdoor rink w/heated change rooms, ice cleaning equipment, etc.	1700	
Curling Rink (artificial ice)	1,750	per sheet
Curling Rink (natural ice)	500	per sheet
Community Hall	2,000	
Community Hall Capacity of 100 people or less	300	
Senior's Hall	300	
Public Campground (does not include seasonal lots)		
1 - 14 stalls	500	
15 + stalls	1,000	
Boat launch	300	
Swimming Pool	6,000	
Swimming Pool, semi-private	1,500	
Rodeo Grounds	1,500	
Ball Diamond	100	
Playground	100	
Tennis Court	100	
Outdoor Basketball Court	100	
Outdoor Soccer Field	100	

Golf Course (grass greens)	1500
Golf Course (sand greens)	700
Historical Site	100
Museum 1 – 10 exhibit buildings	500
Museum 11 or more exhibit buildings	1000
Craft Room	100
Ski Hill	6,000
Public Picnic Ground (No camp stalls)	100
Gymnasium	500
Cross Country Ski Trail	100
Camp Shelter (Not located in a campground)	100
Community Fitness Centre fitness equipment only	200
Community Fitness Centre that includes other indoor amenities i.e. walking trail, courts	500
Splash Park	250
Stage	150

6. End of Policy

ADOPTED	DATE
Resolution #C193-02	March 25, 2003
AMENDED	
	DATE
Resolution #C876-03	November 25, 2003
Resolution #C241-04	March 23, 2004
Resolution# C626-04	September 23, 2008
Resolution #C707-11	August 23, 2011
Resolution C326-12(05/22/12)	May 22, 2012
Resolution C060-13(01/22/13)	January 22, 2013
Resolution C091-14(02/11/14)	February 11, 2014
Resolution C45-19(01/22/19)	January 22, 2019
Resolution C46-19(01/22/19)	January 22, 2019
Resolution C283-20(06/09/20)	June 9, 2020
Resolution C583-22(11-01-22)	November 1, 2022
Resolution C###-24(10-29-24)	October 29, 2024

**CLEAR HILLS COUNTY
2025 RECREATION BOARDS OPERATING GRANT APPLICATION**

Applicant Name:	Burnt River Recreation Board
Contact Person:	
Mailing Address:	
Telephone Number:	
Email Address:	

Facilities:

List all facilities by their location. Add lines as required.

Location	Facility Name	Details	Date Added	Notes

Completed by: _____

Date: _____

**CLEAR HILLS COUNTY
2025 RECREATION BOARDS OPERATING GRANT APPLICATION**

Applicant Name:	Burnt River Recreation Board
Contact Person:	
Mailing Address:	
Telephone Number:	
Email Address:	

List all current board members. Add lines as required.

Board Members		
Name	Position	Contact Information

Completed by: _____

Date: _____

**CLEAR HILLS COUNTY
2025 RECREATION BOARDS OPERATING GRANT APPLICATION**

Applicant: Burnt River Recreation Board

List all grant requests received during 2024. Add lines as required.

Grant Requests & Distributions

Requestor's Name	Program/Activity	Amount Requested	Approved (✓)	Denied (X)	Amount Granted	Reason:

Completed by: _____

Date: _____

**CLEAR HILLS COUNTY
2024 RECREATION BOARDS FINANCIAL REPORT**

Applicant:	Burnt River Recreation Board	
Opening Balance as of January 1, 2024:		
Add lines as required		
Income:	Amount	Notes:
Bank Interest		
Grants:		
Donations:		
Other Income:		
Total Revenue	-	
Expenses & Disbursements:	Amount	Notes:
Bank Fees		
Grant Distributions		
Insurance		
Office Expenses		
Honorariums		
Other Expenses:		
Total Expenses	-	
Closing Balance as of December 31, 2024	-	

Completed by: _____

Date: _____

**CLEAR HILLS COUNTY
2024 OPERATIONAL GRANT FOR RECREATION BOARDS**

	Original Points	Original Dollars	Revised Points	Revised Dollars
BURNT RIVER RECREATION BOARD				
AUTOMATIC ADDITIONAL POINTS (Policy 7001 3.2)	2,000	\$ 9,824	2,000	\$ 9,805
David Thompson Bible Camp	500	2,456	500	2,451
David Thompson Bible Camp (semi-private)	500	\$ 2,456	500	\$ 2,451
David Thompson Hall	2,700	13,262	2,800	13,727
Community Hall (David Thompson Hall) (includes Craft/Meeting room, Senior & Minor Use Hall)	2,000	\$ 9,824	2,000	\$ 9,805
Campground (1-14 stalls)	400	\$ 1,965	500	\$ 2,451
Ball Diamond	100	\$ 491	100	\$ 490
Playground	100	\$ 491	100	\$ 490
Camp Shelter	100	\$ 491	100	\$ 490
Community Message Centre no points	-	\$ -	-	\$ -
Horse shoe pits no points	-	\$ -	-	\$ -
Burnt Lee Park	700	3,438	800	3,922
Campground (1-14 stalls)	400	\$ 1,965	500	\$ 2,451
Ball Diamond	100	\$ 491	100	\$ 490
Camp Shelter	100	\$ 491	100	\$ 490
Playground	100	\$ 491	100	\$ 490
Horse shoe pits no points	-	\$ -	-	\$ -
Points	5,900	\$ 28,981	6,100	\$ 29,906

**CLEAR HILLS COUNTY
2024 OPERATIONAL GRANT FOR RECREATION BOARDS**

	Original Points	Original Dollars	Revised Points	Revised Dollars
HINES CREEK AND DISTRICT RECREATION BOARD				
George Lake	1,300	6,386	1,300	\$ 6,373
George Lake Recreation Area	1,000	\$ 4,912	1,000	\$ 4,903
Cross Country ski trail (maintained)	100	\$ 491	100	\$ 490
Playground	100	\$ 491	100	\$ 490
Ball Diamond	100	\$ 491	100	\$ 490
Hines Creek Golf Club	1,700	\$ 8,350	2,300	\$ 11,276
Hines Creek Golf Course and Country Club (grass greens)	1,200	\$ 5,894	1,500	\$ 7,354
Golf Course Campground	400	\$ 1,965	500	\$ 2,451
Minor Use Hall - Club House	100	\$ 491	300	\$ 1,471
Carter's Camp	1,200	\$ 5,894	1,200	\$ 5,883
Carter's Camp (15+stall)	1,000	\$ 4,912	1,000	\$ 4,903
Playground x 2	200	\$ 982	200	\$ 981
Dave Shaw Arena	18,400	\$ 90,381	20,200	\$ 99,032
Arena Artificial Ice	16,000	\$ 78,592	17,500	\$ 85,795
Arts & Crafts Room (Upstairs at Dave Shaw Arena Side)	100	\$ 491	100	\$ 490
Playschool Room (upstairs at Dave Shaw curling rink/fitness centre side)	100	\$ 491	100	\$ 490
Fitness Centre	200	\$ 982	500	\$ 2,451
Community Hall (Dave Shaw Memorial Complex)	2,000	\$ 9,824	2,000	\$ 9,805
End of Steel Museum	200	\$ 982	1,100	\$ 5,393
Museums/Historical Sites	100	\$ 491	1,000	\$ 4,903
Playground	100	\$ 491	100	\$ 490
School	1,100	\$ 5,403	600	\$ 2,942
Gymnasium	1,000	\$ 4,912	500	\$ 2,451
Out Door Basketball Court (School) (same points as tennis court)	100	\$ 491	100	\$ 490
Royce	100	\$ 491	100	\$ 490
Ball Diamond	100	\$ 491	100	\$ 490
Hines Creek & ...?	2,700	\$ 13,262	1,750	\$ 8,580
Snowmobile trail no points in policy	-	\$ -	-	\$ -
Ball Diamond x 2	200	\$ 982	200	\$ 981
Playground x 2	200	\$ 982	200	\$ 981
Splash Park	-	\$ -	250	\$ 1,226
Community Library	1,200	\$ 5,894	-	\$ -
Picnic Grounds	300	\$ 1,474	100	\$ 490
Walking Trail, maintained, same points as Cross County trail picnic area located along walking trail	100	\$ 491	100	\$ 490
Playschool no points in policy	-	\$ -	-	\$ -
Hall, Minor Use (Seniors Drop In Centre) (includes Community room & kitchenette)	100	\$ 491	300	\$ 1,471
Tobogganing Hill & Outdoor Rink	500	\$ 2,456	500	\$ 2,451
Points	26,700	\$ 131,150	28,550	\$ 139,969

**CLEAR HILLS COUNTY
2024 OPERATIONAL GRANT FOR RECREATION BOARDS**

		Original Points	Original Dollars	Revised Points	Revised Dollars
WORSLEY RECREATION BOARD					
Worsley Ag Society Grounds		2,500	12,280	3,500	\$ 17,159
Skating Rink (natural ice) (Worsley Ag Society Grounds)		2,500	\$ 12,280	3,500	\$ 17,159
School		4,700	\$ 23,086	3,000	\$ 14,708
Gymnasium		1,000	\$ 4,912	500	\$ 2,451
Outdoor Basketball Court (2)		200	\$ 982	200	\$ 981
Community Library		1,200	\$ 5,894	-	\$ -
Community Room & Kitchen (School)		2,000	\$ 9,824	2,000	\$ 9,805
Ball Diamond x3		300	\$ 1,474	300	\$ 1,471
Many Islands		1,000	\$ 4,912	1,000	\$ 4,903
Camp Grounds	Many Islands (15+ stalls)	1,000	\$ 4,912	1,000	\$ 4,903
Eureka River		3,700	\$ 18,174	3,700	\$ 18,140
Eureka River Community Hall		2,000	\$ 9,824	2,000	\$ 9,805
Eureka River Rodeo Grounds		1,500	\$ 7,368	1,500	\$ 7,354
Playground		100	\$ 491	100	\$ 490
Ball Diamond		100	\$ 491	100	\$ 490
Whispering Pines		6,100	\$ 29,963	6,100	\$ 29,906
Ski Hill		6,000	\$ 29,472	6,000	\$ 29,415
	Cross country ski trail (maintained)	100	\$ 491	100	\$ 490
Clear Prairie		300	\$ 1,474	300	\$ 1,471
picnic grounds		100	\$ 491	100	\$ 490
Playground		100	\$ 491	100	\$ 490
Ball Diamond		100	\$ 491	100	\$ 490
Worsley		6,300	\$ 30,946	7,000	\$ 34,318
JFW Camp Shelter		100	\$ 491	100	\$ 490
Community Hall (Seniors Club)		2,000	\$ 9,824	2,000	\$ 9,805
CHAMPS riding arena grounds (same points as Rodeo)		1,500	\$ 7,368	1,500	\$ 7,354
Picnic Grounds (no camping stalls) (Town Centre Park)		100	\$ 491	100	\$ 490
picnic grounds		100	\$ 491	100	\$ 490
Community Room (minor use)(nurse station)		100	\$ 491	300	\$ 1,471
Worsley Museum		100	\$ 491	500	\$ 2,451
Swimming Pool (semi-private)		1,500	\$ 7,368	1,500	\$ 7,354
Camp Grounds	Worsley (1-14 stalls)	400	\$ 1,965	500	\$ 2,451
Ball Diamond		100	\$ 491	100	\$ 490
Playgrounds x 3		300	\$ 1,474	300	\$ 1,471
	Skateboard park considered part of Playground	-	\$ -	-	\$ -
Clear Hills County		1,300	\$ 6,386	1,500	\$ 7,354
Fitness Centre		200	\$ 982	200	\$ 981
Community Room (minor use)(fire hall)		100	\$ 491	300	\$ 1,471
Camp Grounds	Running Lake (15+ stalls)	1,000	\$ 4,912	1,000	\$ 4,903
	Points	25,900	\$ 127,221	26,100	\$ 127,957

**CLEAR HILLS COUNTY
2024 OPERATIONAL GRANT FOR RECREATION BOARDS**

		Original Points	Original Dollars	Revised Points	Revised Dollars
CLEARDALE RECREATION BOARD					
AUTOMATIC ADDITIONAL FUNDS (Policy 7001 3.3)			\$ 10,000		\$ 10,000
Golf Course		1,100	\$ 5,403	1,200	\$ 5,883
Campgrounds	Golf Course 1-14 stalls 8 powered, 3 long term rent & 1 group	400	\$ 1,965	500	\$ 2,451
Golf Course (sand greens)		700	\$ 3,438	700	\$ 3,432
OHV Park		1,100	\$ 5,403	1,100	\$ 5,393
Playground		100	\$ 491	100	\$ 490
Campgrounds	Cleardale (aka OHV park) 15 + stalls (have 20)	1,000	\$ 4,912	1,000	\$ 4,903
Clear River		3,000	\$ 14,736	3,100	\$ 15,198
Campgrounds	Clear River 15+ stalls	1,000	\$ 4,912	1,000	\$ 4,903
Campgrounds	Rodeo Grounds 1-14 stalls (10 & 2 group sites)	400	\$ 1,965	500	\$ 2,451
Rodeo Grounds		1,500	\$ 7,368	1,500	\$ 7,354
Playground		100	\$ 491	100	\$ 490
School		5,100	\$ 25,051	4,300	\$ 21,081
Community Room / Kitchen (School)		2,000	\$ 9,824	2,000	\$ 9,805
Community Library		1,200	\$ 5,894	1,200	\$ 5,883
Picnic Grounds (no camp stalls) (1 @ ball diamonds)		400	\$ 1,965	100	\$ 490
2 Ball diamonds		200	\$ 982	200	\$ 981
Playground		100	\$ 491	100	\$ 490
Tennis Court		100	\$ 491	100	\$ 490
Outdoor Basket ball court		100	\$ 491	100	\$ 490
Gymnasium		1,000	\$ 4,912	500	\$ 2,451
Cleardale		1,600	\$ 7,859	1,800	\$ 8,825
Playground		100	\$ 491	100	\$ 490
Skating Rink (outdoor, heated change room)		1,500	\$ 7,368	1,700	\$ 8,334
Points		11,900	\$ 68,453	11,500	\$ 66,380

**CLEAR HILLS COUNTY
2024 OPERATIONAL GRANT FOR RECREATION BOARDS**

	Original Points	Original Dollars	Revised Points	Revised Dollars
CHERRY CANYON RECREATION BOARD				
Bear Canyon	7,600	37,331	5,900	\$ 28,925
Community Room / Kitchen	2,000	\$ 9,824	2,000	\$ 9,805
Gymnasium	1,000	\$ 4,912	500	\$ 2,451
Fitness centre	200	\$ 982	200	\$ 981
Cardio room included with fitness centre	-	\$ -	-	\$ -
Community Hall/Kitchen (Cherry Point)	2,000	\$ 9,824	2,000	\$ 9,805
Moms& Tots playroom	100	\$ 491	100	\$ 490
Curling Rink/Skating rink	500	\$ 2,456	500	\$ 2,451
Playground	100	\$ 491	100	\$ 490
Picnic Area	100	\$ 491	100	\$ 490
Ball Diamonds x2	200	\$ 982	200	\$ 981
Storage Shed no point in policy	-	\$ -	-	\$ -
Health & Wellness Room	-	\$ -	-	\$ -
no points in Policy 7001				
Outdoor Basket ball court	100	\$ 491	100	\$ 490
Soccer Field w goal posts (same points as ball diamonds)	100	\$ 491	100	\$ 490
Community Library	1,200	\$ 5,894	-	\$ -
Horseshoe Pits (3)	-	\$ -	-	\$ -
no points in Policy 7001				
Garage no points in Policy	-	\$ -	-	\$ -
Cherry Point	400	\$ 1,965	400	\$ 1,961
Ball Diamonds	100	\$ 491	100	\$ 490
Picnic Area x2	200	\$ 982	200	\$ 981
Playground	100	\$ 491	100	\$ 490
Storage Shed no point in policy	-	\$ -	-	\$ -
Ole's Lake	1,000	\$ 4,912	1,000	\$ 4,903
Campground (Ole's Lake) 15+ stalls (have 22) w/dock	1,000	\$ 4,912	1,000	\$ 4,903
Storage Shed no point in policy	-	\$ -	-	\$ -
Points	9,000	\$ 44,208	7,300	\$ 35,789

TOTAL POINTS

79,400 \$ 400,013 79,550 \$ 400,000

TOTAL BUDGET

Less Cleardale \$10,000

Funding per point

400,000
10,000
390,000
4.912

400,000
10,000
390,000
4.903

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	October 29, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Log Haul Route Request - MERCER
File:	32-02-08 & 32-02-09

DESCRIPTION:

Council is presented with correspondence from Mercer Peace River Pulp (MPR) requesting approval to use local roads as log haul routes within Clear Hills County.

Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users.

BACKGROUND:

Logging Companies are required to identify log haul routes within our County, annually, for approval, so they can proceed to submit a request to the Alberta Government for provincial approval.

C659-23(11-28-23) RESOLUTION by Reeve Bean to approve the request from Mercer Peace River Pulp (MPR) to use local roads as log haul routes within Clear Hills County for the 2023/2024 haul season following all related aspects of the Clear Hills County Road Use agreement policy. Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users. CARRIED.

ATTACHMENTS:

1. Correspondence
2. Map

OPTIONS:

1. to approve the request from Mercer Peace River Pulp (MPR) to use local roads as log haul routes within Clear Hills County for the 2024/2025 haul season following all related aspects of the Clear Hills County Road Use agreement policy. Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users.
2. Not accept Mercer Peace River Pulp (MPR) log haul route as presented.

RECOMMENDED ACTION:

RESOLUTION by.....

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

Natasha Gillett

From: Green, Marissa <marissa.green@mercerint.com>
Sent: October 21, 2024 12:31 PM
To: Corporate Services Clerk
Cc: Natasha Gillett; Arianna Loogman
Subject: Re: Request for Road Use Access
Attachments: CHC_RoadUse_SketchMap_SilverCreekRoad.pdf; MRUA-48-2024 Mercer Peace River Pulp Ltd..pdf; FRD570009 RDS820098.pdf; RRD8320954_RRD8320073.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Good Afternoon,

On behalf of Mercer Peace River Pulp Ltd., I am requesting permission to amend the Master Road Use Agreement between Clear Hills County and Mercer Peace River Pulp Ltd. This amendment is needed to allow for the logging haul to transport timber from our bush inventory to satellite yards, as well as to facilitate the transportation of logging equipment on the following Clear Hills County dispositions:

Disposition Number	Purpose	Date Effective	Date Of Expiry	Approximate Loads
FRD730003	Timber harvest and hauling operations	October 17, 2024	January, 15, 2025	1,850
RRD8320954 RRD8320073				1,750
FRD57009/RDS820098	Crossing			

The Operations Coordinator who will supervise the operations in this area is Aaron DesLauriers (780) 618-5296. I've attached maps of the dispositions and the current executed agreement to this email. The dates I have listed in the table reflect the date of the current agreement, but we intend to include these dispositions in the renewed agreement until March 30, 2025.

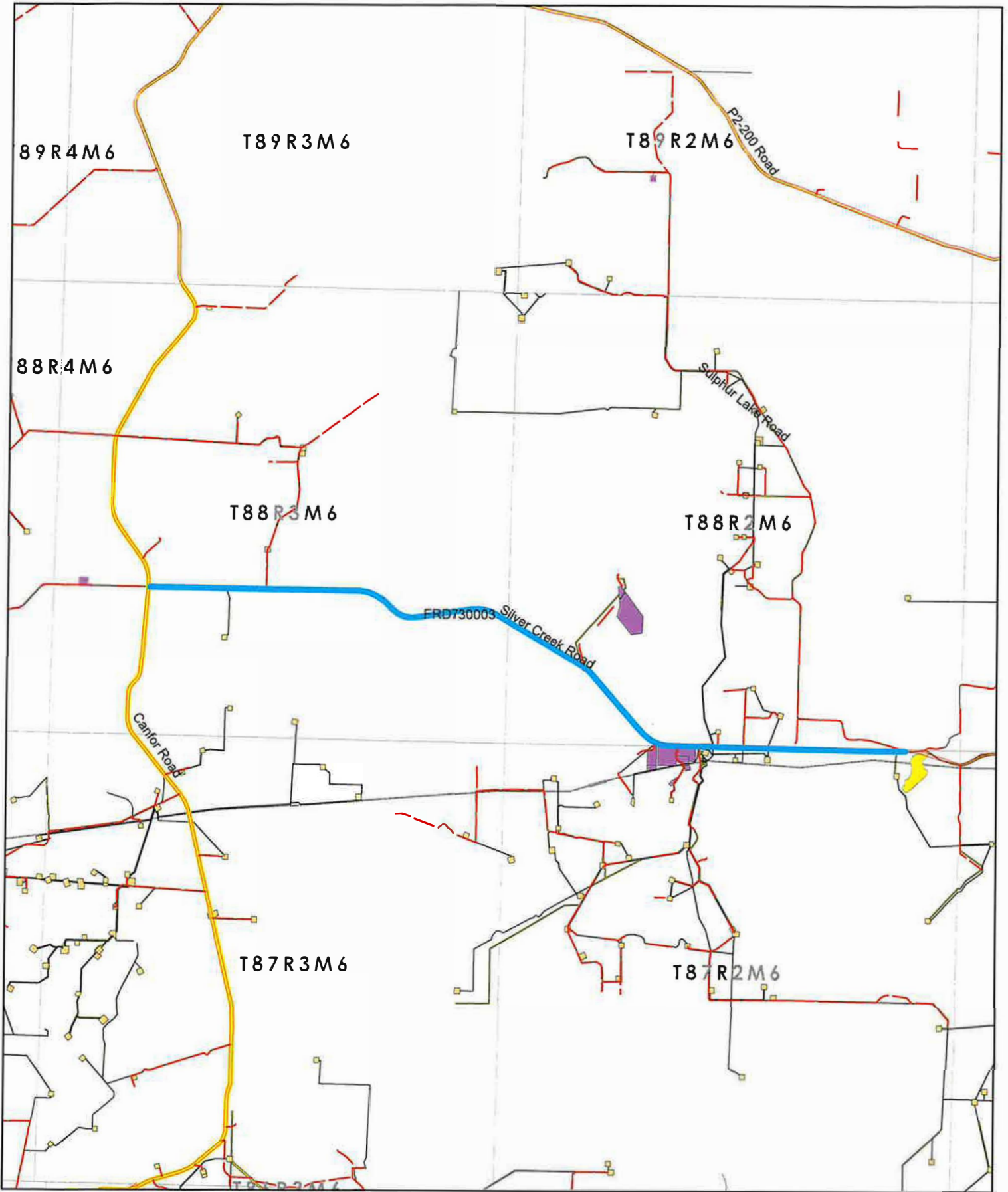
Please let me know if you have any questions or concerns. Thank you!

On Thu, Jul 11, 2024 at 9:21 AM Natasha Gillett <community@clearhillscounty.ab.ca> wrote:

Good morning Marissa,

Please see attached Mercer's 2024 MRUA.

Regards,



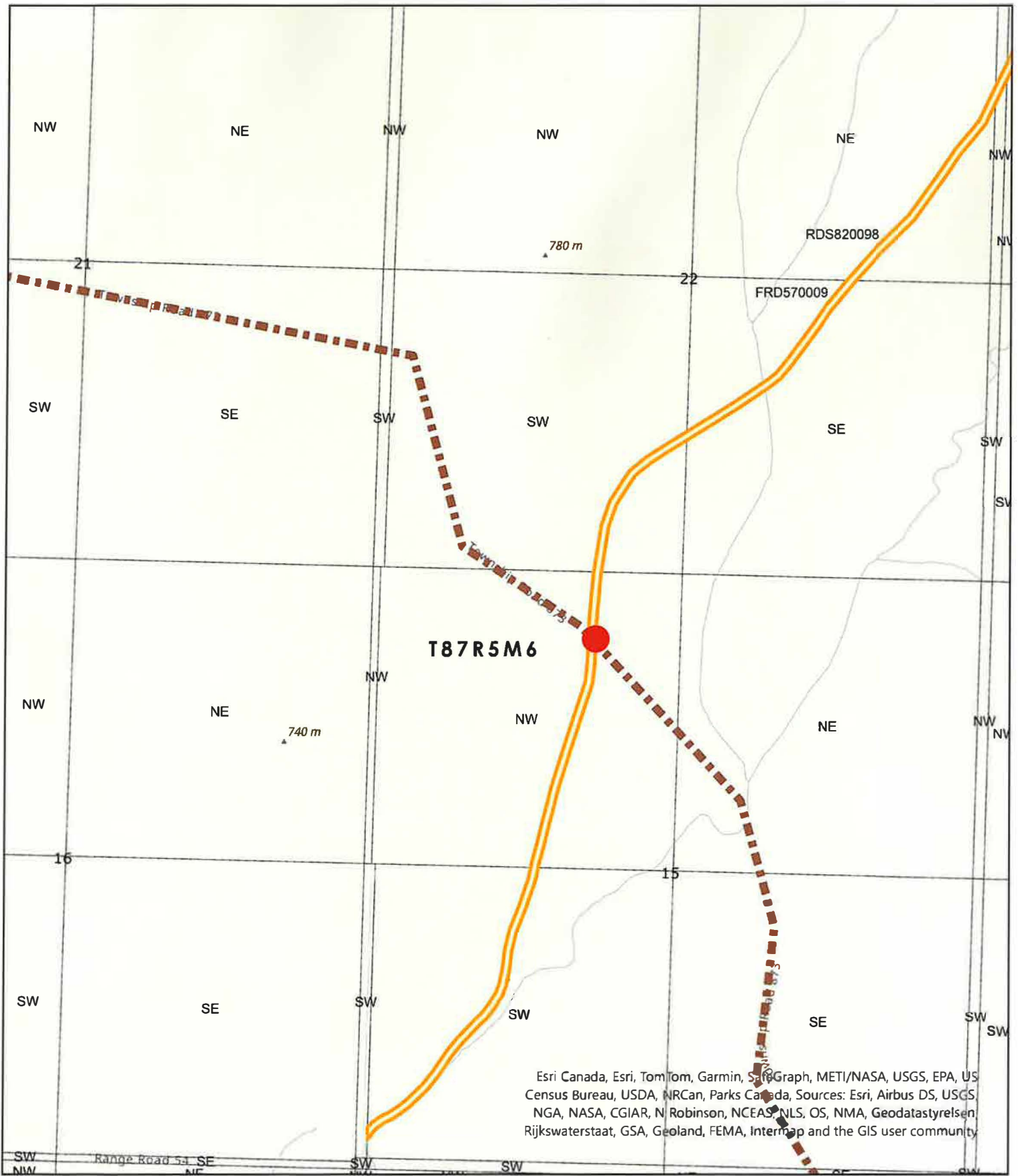
Clear Hills County Road Use Request
 FRD730003 - ~ 35 km (Silver Creek Road)
 Hauling of Equipment and 2023 Decked Wood to
 P2200 and Hines Creek Sat Yards
 October 17th, 2024

**Requested
Disposition**

 CLEAR HILLS COUNTY

Scale: 1:102,882





Esri Canada, Esri, TomTom, Garmin, SafeGraph, METI/NASA, USGS, EPA, US Census Bureau, USDA, NRCAN, Parks Canada, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

- Mercer Haul Route
- Crossings

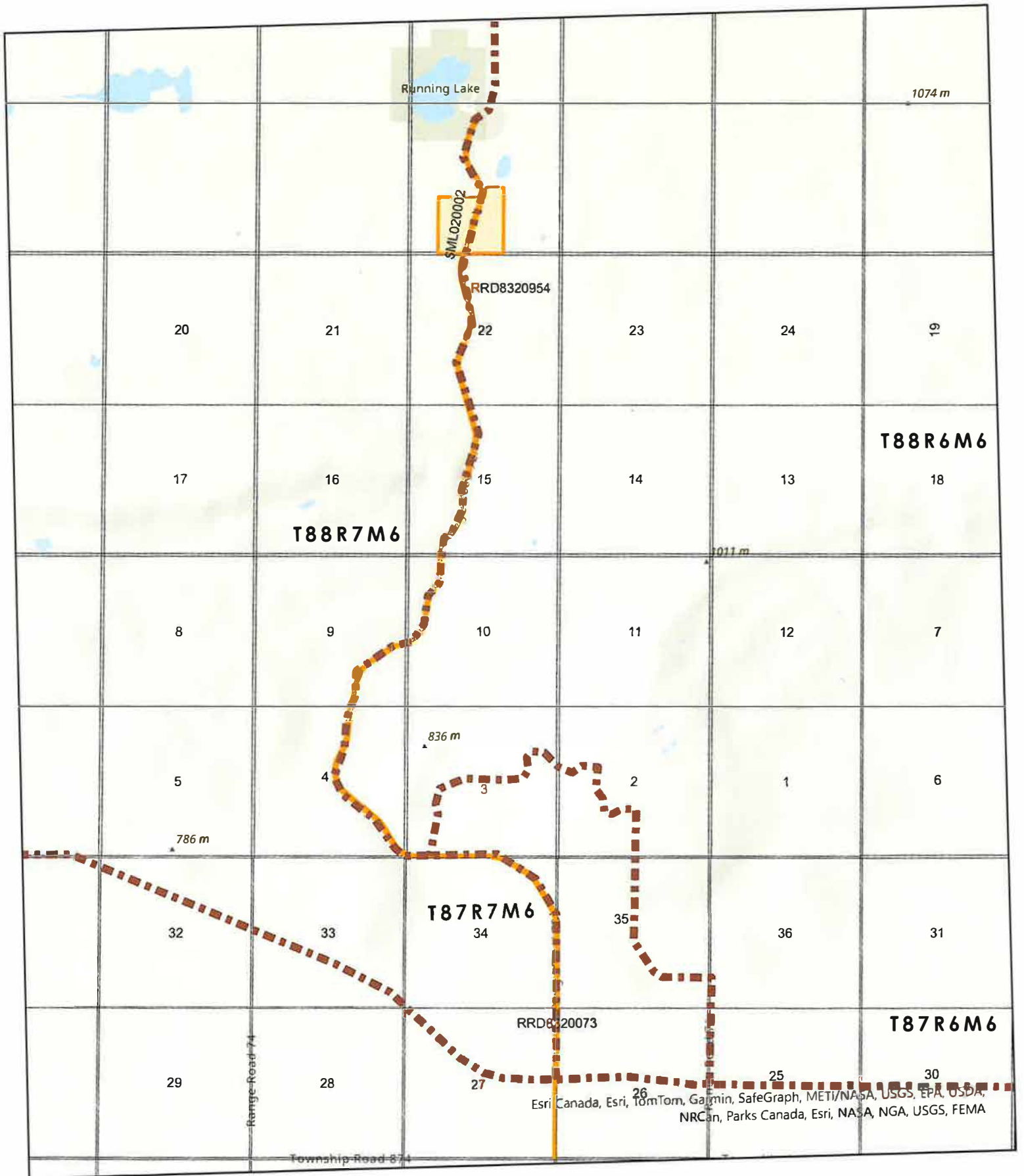
Clear Hills County Dispositions

□ CLEAR HILLS COUNTY

FRD570009/RDS820098 Crossing Request

Scale: 1:13,040





--- Mercer Haul Route

Clear Hills County Dispositions

□ CLEAR HILLS COUNTY

RRD8320954 & RRD8320073
Road Use Request

Scale: 1:50,750

N



Esri, Canada, Esri, TomTom, Garmin, SafeGraph, METI/NAASA, USGS, EPA, USDA, NRCAN, Parks Canada, Esri, NAASA, NGA, USGS, FEMA