

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, JANUARY 28, 2025**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, January 28, 2025, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

CALL TO ORDER

1. AGENDA	
2. MINUTES:	
Previous: Regular Council Meeting Minutes, January 14, 2025	2
4. DELEGATION(S)	
5. PUBLIC HEARING	
6. TENDER OPENING	
a. RFT 2025-P01 Roadside Right of Way Brushing.	7
7. NEW BUSINESS	
a. COUNCIL	
1. Management Team Activity Report.....	8
2. Councillor Reports	18
3. Bylaw No. 295-25 Subdivision Authority.....	19
4. Draft Advertising Policy	21
5. Clear Hills County Cemeteries	25
6. RMA Member Visit	30
7. Peace River School Division Board Delegation	33
8. Proceed to Tender – Mower.....	41
b. CORPORATE SERVICES	
1. Accounts Payable.....	42
2. Perk & Dirk Applications.....	53
3. Municipal Property Tax Discussion	54
4. Community Support Service Grant Applications	55
5. Library Funding Discussions	78
6. Additional Named Insured Request.....	86
7. Sponsorship Request – Woman in the North	92
8. Expense Claim & Receipt Submission Discussion.....	96
c. COMMUNITY SERVICES	
d. PUBLIC WORKS	
1. Potential Water Well Locations	103
2. Proceed to Tender Worsley Grader Beat 01	113
3. Proceed to Tender Montagneuse Grader Beat 03	114
4. Proceed to Tender Worsley Grader Beat 09	115
5. Proceed to Tender Pick-Up Truck	116
8. WRITTEN REPORTS:	
1. Chief Administrative Officer’s Report.....	117
2. Corporate Services Manager’s Report	119
3. Public Works Manager’s Report.....	122
9. COUNCIL INFORMATION (Including Correspondence).....	123
10. CALENDARS	127
11. CLOSED MEETING ITEMS	
1. Labour	
12. ADJOURNMENT	

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, JANUARY 14, 2025**

PRESENT

Amber Bean	Reeve
David Janzen	Deputy Reeve
Danae Walmsley	Councillor
Susan Hansen	Councillor

ATTENDING

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

ABSENT

Jason Ruecker	Councillor
Nathan Stevenson	Councillor
Abe Giesbrecht	Councillor

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

C8-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the January 14, 2025 Regular Council Meeting, with the removal of 7.d.a. Tender Award 2024-16 Mid-Size SUV, as amended. CARRIED.

**APPROVAL OF
MINUTES**

Previous Council Meeting Minutes

C9-25(1-14-25)

RESOLUTION by Councillor Walmsley to adopt the minutes of the January 7, 2025, Policy & Priority Meeting, as presented. CARRIED.

C10-25(1-14-25)

RESOLUTION by Councillor Hansen to adopt the minutes of the December 10, 2024, Regular Council Meeting, as presented. CARRIED.

TENDER OPENING:

2024-16 Mid-Size SUV

C11-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for RFT 2024-16 Mid-Size SUV, administration will analyze the results and bring back a recommendation. CARRIED.

No tenders were received.

**NEW BUSINESS:
COUNCIL**

Management Team Activity Report

Management activity report was reviewed.

Page 2 of 5
REGULAR COUNCIL MEETING
TUESDAY, JANUARY 14, 2025

C12-25(1-14-25)

RESOLUTION by Reeve Bean that the management activity report for January 7, 2025, be accepted, as presented. CARRIED.

Councillor Reports

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

C13-25(1-14-25)

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

Town of Fairview
Upcoming Capital
Project Update

Council is presented with information regarding the Town of Fairviews Upcoming Capital Projects for the Fairview Regional Aquatic Centre.

C14-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to receive the information regarding the Town of Fairview Upcoming Capital Projects for the Fairview Regional Aquatic Centre for information, as presented. CARRIED.

Prohibited Assault
Style Firearms

Council is presented with the letter that was sent by Council on December 14, 2022, regarding Bill C-21 Federal Governments ban on all semiautomatic hunting and sporting rifles.

C15-25(1-14-25)

RESOLUTION by Councillor Walmsley to draft a letter to the Federal Governments regarding the prohibited Assault Style Firearms. CARRIED.

Reeve Bean recessed the meeting at 10:34 a.m.
Reeve Bean reconvened the meeting at 10:42 a.m.

Policy 6315 Coyote
Management
Incentive

Council is presented with a draft of the Coyote Management Incentive Policy.

C16-25(1-14-25)

RESOLUTION by Reeve Bean to approve Policy 6315 Coyote Management Incentive, as presented. CARRIED.

Policy 6307 Wolf
Management
Incentive

Council is presented with a draft of the Wolf Management Incentive Policy.

C17-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to approve Policy 6307 Wolf Management Incentive, as amended. CARRIED.

Bylaw 294-24
Municipal Address
Visibility

Council is presented with an update on the public awareness of draft Bylaw No. 294-24 Hamlet Municipal Address Visibility.

C18-25(1-14-25)

RESOLUTION by Councillor Hansen that third reading be given to Bylaw No. 294-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Hamlet Municipal Address Visibility. CARRIED.

CORPORATE SERVICES

Accounts Payable
December 11, 2024
to January 14, 2025

A list of expenditures for Clear Hills County for the period of December 11, 2024, to January 14, 2025, is provided for Council's review.

C19-25(1-14-25)

RESOLUTION by Councillor Walmsley that Council receives for information the Accounts Payable report for Clear Hills County for the period of December 11, 2024, to January 14, 2025, for a total of \$1,063,644.77. CARRIED.

COMMUNITY

Primary Fire
Apparatus
Replacement

Council has requested information on the requirement to replace the primary fire apparatus (fire truck) at both the Hines Creek and Worsley Fire Departments.

C20-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to receive the information on the requirements to replace primary fire apparatus for information, as presented. CARRIED.

Reeve Bean recessed the meeting at 11:36 a.m.
Reeve Bean reconvened the meeting at 11:41 a.m.

PUBLIC WORKS

Bridge File
Repairs BF 71596

Council is presented with a request to approve the work done by Griffin Contracting Ltd. for the repairs to Bridge File 71596.

C21-25(1-14-25)

RESOLUTION by Councillor Walmsley to approve Griffin Contracting Ltd. to complete the bridge repairs for Bridge File 71596, located in David Thompson, for the amount of \$13,600.00. Funds to be allocated from the Bridge Reserve. CARRIED.

Policy 3201 Road
Construction

Council is presented with the requested changes to Policy 3201 Road Construction.

C22-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to approve Policy 3201 Road Construction section 3.4 amendment increasing the maximum the County will pay to \$500,000.00, per ½ mile, for the engineering and construction cost on approved road construction applications. CARRIED.

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officer's Report

C23-25(1-14-25)

RESOLUTION by Reeve Bean to reschedule the January 29, 2025, Public Meeting for March 2025 date to be scheduled at a later meeting. CARRIED.

Reeve Bean recessed the meeting at 11:57 a.m.
Reeve Bean reconvened the meeting at 12:30 p.m.

C24-25(1-14-25)

RESOLUTION by Councillor Hansen to receive the Chief Administrative Officer report for information, as presented. CARRIED.

C25-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to approve the attendance of all Council to attend the February 5, 2025, PRSD Joint Meeting in Grimshaw, Alberta. CARRIED.

C26-25(1-14-25)

RESOLUTION by Reeve Bean to send out an advertising mail out to all residents in the weeks prior too Clear Hills County events. CARRIED.

Corporate Services
Manager's Report

Nothing to report

Public Works
Manager's Report

Public Works Manager's Report

C27-25(1-14-25)

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

COUNCIL
INFORMATION

Information for Councils review

C28-25(1-14-25)

RESOLUTION by Councillor Hansen to receive the Council Information 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.

Page 5 of 5
 REGULAR COUNCIL MEETING
 TUESDAY, JANUARY 14, 2025

C29-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen to accept for information January, February and March 2025 calendar updates of Councillor meetings for information, as presented. CARRIED.

Date	Meeting	Attendee
January 13	WO Rec	Bean
December 9	BR Rec	Walmsley
February 10	NWSAR	Bean/Walmsley
January 29	Public Meeting Canceled	All
January 21	Village of HC Joint Meeting Cancelled	All
March 10	Med/HPEC	Hansen
March 14	NAEL	Bean/Janzen
January 31	Grant Seminar (Hines Creek)	
February 19	NTAB	Bean

Reeve Bean recessed the meeting at 1:30 p.m.
 Reeve Bean reconvened the meeting at 1:35 p.m.

C30-25(1-14-25)

RESOLUTION by Councillor Walmsley that Council closes the meeting to the public as per Section 27, of FOIP at 1:35 p.m. CARRIED.

C31-25(1-14-25)

RESOLUTION by Deputy Reeve Janzen that Council opens the meeting to the public as per Section 27, of FOIP at 1:51 p.m. CARRIED.

C32-25(1-14-25)

RESOLUTION by Councillor Hansen to invite Canfor to attend a meeting regarding summer log haul. CARRIED.

ADJOURNMENT

Reeve Bean adjourned the January 14, 2025 Regular Council Meeting at 1:52 p.m.

 DATE REEVE

 DATE CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Opening- Roadside Right of Way Brushing
File:	32-13-02

DESCRIPTION:

Council is presented with tenders to open for RFT 2025-P01 Roadside Right of Way Brushing.

BACKGROUND:

C666-24(12-10-24) RESOLUTION by Councillor Hansen to proceed to tender for the roadside right-of-way brushing of 45 ditch kilometers in Wards 1 & 2. CARRIED.

The tender closed on Friday, January 24, 2025, at 4:00 p.m.

BUDGET:

\$300,000.00- 2025 Operating Budget

RECOMMENDED ACTION:

RESOLUTION by ... to open tenders at 9:35 a.m. for RFT 2025-P01 Roadside Right of Way Brushing., administration will analyze the results and bring back a recommendation to a future Regular Council Meeting.

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



Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for January 14, 2025.

ATTACHMENTS:

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

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for January 14, 2025, be accepted, as presented.

Initials show support - Reviewed by: Manager: CAO: 



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		March 12, 2024		
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
		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 \$571,265.00, funds to be allocated from the Bridge Reserve. CARRIED.	PW	On hold until spring
		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/
		July 9, 2024		
C394-24	07/09/24	RESOLUTION by Councillor Ruecker 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. CARRIED.	PW	On hold until Spring
C396-24	07/09/24	RESOLUTION by Councillor Giesbrecht to approve WSP Canada Inc. to perform 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. CARRIED.	PW	In works
		August 27, 2024		
C463-24	08/27/24	RESOLUTION by Councillor Ruecker to bring back recommendations on potential locations for water wells in our county. CARRIED.	PW	In works



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		November 12, 2024		
C588-24	11/12/24	RESOLUTION by Councillor Hansen to table the discussion regarding library funding until a future Council Meeting. CARRIED.	CS	January 28
		December 10, 2024		
C658-24	12/10/24	RESOLUTION by Councillor Giesbrecht to proceed to proposal for the Stoney Lake Recreation Area PML 200009 Caretaking and Operating Services for a three-year term. CARRIED.	CC	
C659-24	12/10/24	RESOLUTION by Councillor Walmsley to proceed to proposal for the Running Lake Recreation Area PML 200007 Caretaking and Operating Services for a three-year term. CARRIED.	CC	
C662-24	12/10/24	RESOLUTION by Councillor Hansen to proceed to tender for the roadside right-of-way brushing of 45 ditch kilometers in Wards 1 & 2. CARRIED.	PW	Closes Jan 24, 2025
		January 14, 2025		
C11-24	01/14/25	RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for RFT 2024-16 Mid-Size SUV, administration will analyze the results and bring back a recommendation. CARRIED.	PW	No Tenders Received
C15-24	01/14/25	RESOLUTION by Councillor Walmsley to draft a letter to the Federal Governments regarding the prohibited Assault Style Firearms. CARRIED.	EA	Drafted
C16-24	01/14/25	RESOLUTION by Reeve Bean to approve Policy 6315 Coyote Management Incentive, as presented. CARRIED.	AG	
C17-24	01/14/25	RESOLUTION by Deputy Reeve Janzen to approve Policy 6307 Wolf Management Incentive, as amended. CARRIED.	AG	
C18-24	01/14/25	RESOLUTION by Councillor Hansen that third reading be given to Bylaw No. 294-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Hamlet Municipal Address Visibility. CARRIED.	CC	updated
C21-24	01/14/25	RESOLUTION by Councillor Walmsley to approve Griffin Contracting Ltd. to complete the bridge repairs for Bridge File 71596, located in David	PW	



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		Thompson, for the amount of \$13,600.00. Funds to be allocated from the Bridge Reserve. CARRIED.		
C22-24	01/14/25	RESOLUTION by Deputy Reeve Janzen to approve Policy 3201 Road Construction section 3.4 amendment increasing the maximum the County will pay to \$500,000.00, per ½ mile, for the engineering and construction cost on approved road construction applications. CARRIED.	PW	updated
C23-24	01/14/25	RESOLUTION by Reeve Bean to reschedule the January 29, 2025, Public Meeting for March 2025 date to be scheduled at a later meeting. CARRIED.	EA	Advertised
C25-24	01/14/25	RESOLUTION by Deputy Reeve Janzen to approve the attendance of all Council to attend the February 5, 2025, PRSD Joint Meeting in Grimshaw, Alberta. CARRIED.	EA	
C26-24	01/14/25	RESOLUTION by Reeve Bean to send out an advertising mail-out to all residents in the weeks prior to Clear Hills County events. CARRIED.	EA	Jan 28 Policy
C32-24	01/14/25	RESOLUTION by Councillor Hansen to invite Canfor to attend a meeting regarding summer log haul.CARRIED.	EA	Jan 27
		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
		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	Tender Not awarded due to budgetary reasons
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	PW	awarded



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		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.		
		March 27, 2024		
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
C482-23	09-12-23	RESOLUTION by Reeve Bean to receive the delegation from Glenda Farnden with STARS for information and approve a 3-year funding commitment of \$100,000.00 (one-hundred thousand dollars) per year for 2024, 2025 and 2026. CARRIED.		2024/ 2025 2026
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
C446-24	08/13/24	RESOLUTION by Councillor Ruecker to proceed with Darel Saville for the drilling and casing of the Eight Mile Corner Water Well located at SW 18-86-	PW	



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: ████████ Completed Items: ████████ Items in Waiting: ████████

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		6-W6M, for the estimated cost of \$100,000.00, funds to be allocated from the Water Reserve. CARRIED.		
C408-24	07/23/24	RESOLUTION by Reeve Bean to approve a three-year annual conditional grant of \$70,000.00 to the Peace River School Division for their Trades Training Program, covering the years 2024 through 2026. Funding for each year is contingent upon the submission of Clear Hills County supplied annual reports and must be invoiced prior to the Clear Hills County year-end. With the 2024 contribution being funded as follows; \$45,000.00 be allocated from the 2024 Operating budget and the remaining \$25,000.00 to come from the Rate Stabilization. CARRIED.	EA	
C435-24	08/13/24	RESOLUTION by Councillor Hansen to approve a general grant to Many Islands Recreational Development Society in the amount of \$15,000.00 to assist with the replacement of their main washrooms due to the storm damage with funds to be allocated from the Rate Stabilization Reserve, and table the request for funding to replace the stage until more information. CARRIED.	CS	
C437-24	08/13/24	RESOLUTION by Councillor Walmsley to approve a conditional grant in the amount of \$50,000.00 to the Maskwa Medical Centre for the construction of the new medical Centre, conditional of the awarding of the construction of the new medical Centre scheduled to open in 2026, funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CS	
C490-24	09/24/24	RESOLUTION by Reeve Bean to approve a general grant to Cleardale Riders Club in the amount of \$41,000.00 to assist with the replacement of four outhouses and horse bridge and construction of a wooden boardwalk with funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CS	
C523-24	10/08/24	RESOLUTION by Councillor Ruecker receive the delegation from the Town of Fairview and approve a General Grant to the Town of Fairview, for the	CS	



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS										
		Fairview Regional Aquatic Centre refurbishing of the slide stairs and slide supports in the amount of \$15,000.00, funds to be allocated from Rate Stabilization. CARRIED.												
		October 29, 2024 Special Council Meeting												
S566-24	10-29-24	RESOLUTION by Reeve Bean to approve a conditional grant up to \$4,000,000 to Mighty Peace Wireless, to assist with the Clear Hills County/Hines Creek Community Infrastructure Fiber Optic Build-Out Project with funds to be allocated from the Economic Development Reserve. The grant is subject to conditions established by Clear Hills County, the acceptance of the applied-for Federal/Provincial Grant and will be disbursed equally over three years (2025, 2026, and 2027). Councillor Walmsley requested a recorded vote:												
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">For</td> <td style="width: 50%;">Against</td> </tr> <tr> <td>Bean</td> <td>Janzen</td> </tr> <tr> <td>Ruecker</td> <td>Stevenson</td> </tr> <tr> <td>Hansen</td> <td>Walmsley</td> </tr> <tr> <td>Giesbrecht</td> <td></td> </tr> </table>	For	Against	Bean	Janzen	Ruecker	Stevenson	Hansen	Walmsley	Giesbrecht			
For	Against													
Bean	Janzen													
Ruecker	Stevenson													
Hansen	Walmsley													
Giesbrecht														
		CARRIED.												

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.	CSM	January 14, 2030
		February 18, 2021		
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		



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		the municipality prior to January 1, 2016. CARRIED.		
		February 2024		
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 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.	PW	Spring 2025
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.	CS	
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
C148-24	03/12/24	RESOLUTION by Councillor Giesbrecht to proceed with the disposal of unit 65 New Holland tractor	AG	Next local auction



Management Team

Activity Report for January 14, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		and the Worsley Water Treatment Plant air compressor at a future local auction, as presented. CARRIED.		
C409-24	07/23/24	RESOLUTION by Councillor Walmsley to request Council attend a delegation at an upcoming Peace River School Trustee Board meeting to discuss the Trades Training Program. CARRIED.	EA	Meeting requested

Policy & Priority Update

Activity Report for January 7, 2025

Active Items

Completed Items:

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

Motion & Date	Dept.	Policy & Priority Items	Notes
C273-22 (05-24-22)	EA	Eureka, Hines Creek & Cleardale entered into an agreement to manage and run the Open-Air Markets. Issues involving vender insurance.	Working on setting up a meeting
P666-23(12-05-23)	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.	January 28
P118-24(03-04-24)	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
June 11, 2024	EA	Hines Creek Museum	In waiting
July 2024	EA	Branding/logo	After website launch
July 2024	EA	Marketing Position	On going
C585-24(11/12/24)	EA	RESOLUTION by Reeve Bean to bring back information on a Strategic Planning session for Council.	Spring 2025
Jan 14, 2025		Bring back all previous documentation regarding the Fairview Aquatic Centre to a future P&P	February 2025
Jan 7, 2025		PREDA – Agri-food sustainability	
Jan 7, 2025		Provincial Ecological Corridors	

Clear Hills County

Request For Decision (RFD)

Meeting Date:	Regular Council Meeting January 28, 2025
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:

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Bylaw No. 295-25 Subdivision Authority for Clear Hills County
File:	11-02-02

DESCRIPTION:

Council is presented with Bylaw No. 295-25 Subdivision Authority for Clear Hills County, authorizing the delegation of Subdivision Authority for Clear Hills County to Kelsey Lund.

This bylaw replaces Bylaw No. 293-24 removing Mackenzie Municipal Agency as the Joint Subdivision Authority for Clear Hills County.

ATTACHMENT:

Bylaw 295-25 Subdivision Authority for Clear Hills County

RECOMMENDED ACTION:

RESOLUTION by... that first reading be given to Bylaw No. 295-25, a Bylaw of Clear Hills County, in the Province of Alberta, to establish subdivision authority and authorize the delegation of subdivision authority for Clear Hills County to Kelsey Lund.

RESOLUTION by... that second reading be given to Bylaw No. 295-25, a Bylaw of Clear Hills County, in the Province of Alberta, to establish subdivision authority and authorize the delegation of subdivision authority for Clear Hills County to Kelsey Lund.

RESOLUTION by... proceed to a third and final reading be given to Bylaw No. 295-25, a Bylaw of Clear Hills County, in the Province of Alberta, to establish subdivision authority and authorize the delegation of subdivision authority for Clear Hills County to Kelsey Lund

RESOLUTION by... that a third reading be given to Bylaw No. 295-25, a Bylaw of Clear Hills County, in the Province of Alberta, to establish subdivision authority and authorize the delegation of subdivision authority for Clear Hills County to Kelsey Lund

Initials show support - Reviewed by:

Manager:

CAO:



BYLAW NO. 295-25

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH SUBDIVISION AUTHORITY AND AUTHORIZE THE DELEGATION OF SUBDIVISION AUTHORITY FOR CLEAR HILLS COUNTY TO KELSEY LUND.

WHEREAS Section 623 of the Municipal Government Act requires a Council to provide for a subdivision authority to exercise subdivision powers and duties on behalf of the municipality; and

WHEREAS Section 625 of the Municipal Government Act allows a municipality to delegate its subdivision authority powers, duties and functions to an inter-municipal service agency; and

WHEREAS Clear Hills County considers it beneficial to delegate the subdivision authority.

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

1. THAT, the subdivision authority, including accepting, processing, decisions, and endorsement of applications for subdivision, will be delegated to Kelsey Lund.
2. THAT, this bylaw will repeal and replace Bylaw No.293-24.
3. THAT, this bylaw shall come into full force and effect upon third and final reading.

READ a first time this _____ day of _____ January 28, 2025

READ a second time this _____ day of _____ January 28, 2025

READ a third time this _____ day of _____ January 28, 2025

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Draft Policy Advertising/Promoting of County Events
File:	11-02-02

DESCRIPTION:

Council is presented with a draft policy regarding Advertising/Promoting of County Events.

BACKGROUND:

C26-25(1-14-25)

RESOLUTION by Reeve Bean to send out an advertising mail out to all residents in the weeks prior too Clear Hills County events.

CARRIED.

ATTACHMENT:

Draft Policy Advertising/Promoting of County Events

RESOLUTION by..... to approve Policy 1135 - Advertising/Promoting of County Events, as presented.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Effective Date: Draft	Policy Number 1135
Title: Advertising/Promoting of County Events	



1. Policy Statement

To establish a consistent approach to advertising and communication, ensuring that Clear Hills County effectively informs residents, landowners, and stakeholders about events, services, and important updates.

2. Scope

This policy applies to all advertising and communication efforts undertaken by Clear Hills County, including social media platforms, the County website, newsletters, mail-outs, and other channels.

3. Advertising Channels

Social Media Platforms

- 3.1. Clear Hills County maintains official accounts on approved social media platforms.
- 3.2. Posts shall include event promotions, service announcements, emergency updates, and other relevant information.
- 3.3. Posts will be updated regularly to ensure current and accurate information is available.

Website

- 3.4. The County website serves as a central hub for information, including news updates, event calendars, and service details.
- 3.5. All advertising material posted on the website must be reviewed for accuracy and relevance.

Monthly Newsletter

- 3.6. Distributed via Canada Post to all landowners and residents within Clear Hills County.
- 3.7. Digital copies are available on the County website.
- 3.8. Content includes County news, event information, and service updates.

Mass Mail-Outs

- 3.9. Used to promote events and programs within two weeks prior to the event.
- 3.10. Distributed via Canada Post to ensure timely delivery to all landowners and residents.
- 3.11. Materials will include clear details about the event, including date, time, location, and purpose.

Dial My Calls Program

- 3.12. A text-based notification system for users who have signed up to receive updates.
- 3.13. Used for reminders, urgent notifications, or other critical information.
- 3.14. Messages are concise, clear, and actionable.

4. General Advertising Guidelines

- 4.1. Content Standards: All advertising must be clear, accurate, and aligned with the values and goals of Clear Hills County. Content must comply with applicable laws and regulations.
- 4.2. Audience Inclusivity: Materials should be accessible and relevant to a diverse audience, ensuring that all residents and landowners can understand and benefit from the information.
- 4.3. Approval Process: All advertising content must be reviewed and approved by the appropriate department head or designate before publication.

5. Responsibilities

- 5.1. Administration: Responsible for preparing, reviewing, and disseminating advertising materials.
- 5.2. Council: May provide input on major advertising campaigns or initiatives.
- 5.3. Residents: Encouraged to sign up for notification programs and provide feedback on advertising efforts.

6. Review and Amendments

This policy will be reviewed annually to ensure it remains relevant and effective. Amendments may be made by Council resolution based on operational needs or feedback.

7. End of Policy

ADOPTED:
Resolution #

AMENDED:
Resolution #

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Clear Hills County Cemeteries
File:	11-02-02

DESCRIPTION:

Council requested Clear Hills County Cemeteries be brought back for discussion.

ATTACHMENT:

Policy 5601 – Cemetery Grant
Cemetery List

RESOLUTION by.....

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

Cemetery Register	Land Location
1. All Saints Ukrainian Catholic Cemetery	Pt. 31-84-4-W6M
2. Bear Canyon Colony	SW 29-83-12-W6M
3. Cherry Point Cemetery	SE 3-83-13-W6M
4. Christ Lutheran Cemetery	SW 36-84-5-W6M
5. Clear Hills Reserve Burial Site	"56.513309-118.809191"
6. Clear Prairie Cemetery	Pt SE 26-87-10-W6M
7. Cleardale Community Cemetery	NW 11-85-10-W6M
8. Cleardale Mennonite Cemetery	
9. Eureka River Cemetery	NE 11-86-6-W6M
10. Eureka River Water Well Burial Site	N56 27.962ft W118 ⁰ 44.372 ft
11. George Lake Mass Burial Site	N56 12.664ft W118 ⁰ 33.323 ft
12. Graveyard Creek Burial Site	N56 31.403ft W118 ⁰ 09.705 ft
13. Hines Creek Hutterian Bretheren	NE 4-85-5-W6M
14. Hinterland Cemetery	SW 34-83-5-W6M and NW 27-83-5-W6M
15. Holy Trinity Cemetery	NW 7-83-3-W6M
16. Hutterian Brethren Church of Cleardale	SE 18-85-9-W6M new cemetery no burials
17. Immaculate Heart of Mary Parish Cemetery	NW 31-83-4-W6M
18. Montagneuse Valley Cemetery #1	SE 36-85-5-W6M
19. Montagneuse Valley Cemetery #2	NE 12-86-5-W6M
20. Old Hines Creek Cemetery	SW 16-84-4-W6M
21. Peace Grove Lutheran	Pt. SW 12-85-5-W6M
22. Royce Lutheran Cemetery	NW 30-83-5-W6M
23. Russian Greek Orthodox Cemetery	PL 9320304 B1 L1 SW 8-84-4-W6M
24. St. Peter & Paul Ukrainian Catholic Cemetery	NE 11-83-6-W6M
25. St. Peter Lutheran Cemetery	NE 14-85-5-W6M
26. Worsley Cemetery	Pt SE 5-87-7-W6M
27. White	NE 14-83-3-W6M
28. Worsley Reinland Mennonite Church Cemetery	Plan 2022633 B1 L3



Clear Hills County

Effective Date: October 13, 2020	Policy Number: 5601
Title: CEMETERY GRANT	

1. Policy Statement

- 1.1. Clear Hills County will provide funds in the annual budget for the purpose of assisting with the maintenance or upgrading of public cemeteries and burial sites within the County.

2. Role of Council

- 2.1 Council may set an amount within the annual budget, to be distributed as a cemetery maintenance grant.
- 2.2 Council shall review grant applications and shall distribute funds (to a maximum of \$500/yr per cemetery).
- 2.3 Cemetery grant funding is unconditional and the cemetery operating group may use it as necessary for the upgrade and/or maintenance of the cemetery site.
- 2.4 Council reserves the right to decline a grant application if the application does not fall within the guidelines for which the funds are to be used.

3. Guidelines

- 3.1. Applications must be submitted using the application form in Appendix "A" annually.
- 3.2. First time applications for burial sites that are not part of a registered cemetery must provide proof of registration as an archaeological site or have a habendum clause registered on the property.

4. Reporting

- 4.1. Grant recipients will provide a written report on how the grant funds were used and provide one of the following by December 31, annually.
 - 4.1.1. Photograph showing maintenance or operating activity the funds were used towards, OR
 - 4.1.2. Financial statement or copy of bank statement showing that funds are being saved for larger project.
- 4.2. Grant recipients that fail to provide a report on how grant funds were used and verification by way of a photograph or financial verification that funds are being saved will not be eligible to receive future Cemetery Grant funds for any of the cemeteries or burial sites that Grant Recipient maintains.

5. End of Policy

AMENDED:

Resolution #C876-03	Date: November 25, 2003
Resolution #C447-04	Date: May 25, 2004
Resolution #C505(05/23/06)	Date: May 23, 2006
Resolution #C213(04/10/07)	Date: April 10, 2007
Resolution #C358(05/22/07)	Date: May 22, 2007
Resolution #C695(09/28/10)	Date: September 28, 2010
Resolution #C160(02/22/11)	Date: February 22, 2011
Resolution #C398(06/25/13)	Date: June 25, 2013
Resolution #C860(12/09/14)	Date: December 9, 2014
Resolution #C491-20(10/13/20)	Date: October 13, 2020

Clear Hills County
Box 240, Worsley, AB, T0H 3W0
Phone: (780) 685-3925 Fax: (780) 685-3960
E-mail: info@clearhillscounty.ab.ca

**CEMETERY GRANT
APPLICATION FORM**

CEMETERY

Cemetery Name: _____

Cemetery Location: _____

CHEQUE INFORMATION

Operating Organization or Person: _____

Contact Person: _____

Mailing Address: _____

Phone: cell _____ home _____ fax _____

Email: _____

APPLICATION FOR

Annual **\$500.00** Cemetery Grant

The Cemetery Grant is a grant to be used at the discretion of the operating group to improve or maintain the Cemetery. This grant may be used for current year maintenance and projects or banked and saved for larger projects at the cemetery.

Describe how this Cemetery Grant will be used at the Cemetery named above: _____

DECLARATION

I declare that:

- I am authorized representative for the above organization.
- The funds from this grant will be used to maintain or improve the above noted cemetery
- **A written report on how the funds were used and the necessary documentation to verify that use will be provided to the County by December 31, _____. I understand that failure to provide this reporting will make the above organization ineligible for the Cemetery Grant program.**

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	RMA 2025 Member Visit Scheduling
File:	11-02-02

DESCRIPTION:

Council is provided with details about the upcoming RMA Board visit to Clear Hills County.

Unfortunately, the Board is unable to schedule meetings on Mondays or Tuesdays.

Previous discussions regarding the member visit did not include the traditional Council Room Meeting, a less formal meeting showcasing Clear Hills County.

Member Visit Options:

1. Standard 1-hour meeting
2. Extended familiarization meeting (up to 3 hours)

Requested Information:

- a) Indicate your preferred meeting option from the choices above.
- b) Provide your general availability for council meetings through September, including any dates when all council members are scheduled to meet.

If possible, suggest additional stand-alone dates outside of regular meetings for the visit.

ATTACHMENT:

RMA 2025 Member Visit Scheduling Correspondence

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



January 2025

Dear Reeve/Mayor & CAO,

Re: RMA 2025 Member Visit Scheduling

The RMA schedules council member visits with all our members on three -year rotation. We are pleased to advise that your municipality is on the roster for our 2025 member visit schedule and are looking forward to connecting with you and your council.

The purpose of these visits is for the RMA President, your District Director, and members of our administration is to travel to each municipality to meet in the member's home base and this provides a great opportunity to learn about our members. Member visits provide valuable insight for the RMA board and staff, and we have found that the information shared also provides unique perspective on local initiatives and approaches to issues impacting rural municipalities. We appreciate your effort to accommodate our visit to your municipality.

Scheduling Options

Recognizing scheduling can be a challenge, we have found the following meeting options are the most beneficial for both our members and RMA attendees:

1. A standard 1-hour meeting, either attached to a council meeting, or stand-alone separate in-person event; or
2. A more extended meeting (2 – 3 hours) where we can learn more about your operations and what makes your municipality unique.

If given a choice, the RMA appreciates the opportunity to meet outside of a regular council meeting to provide more time for discussion. Further, members have often used these stand-alone meetings as opportunities to highlight unique elements of their municipalities, often engaging in a tour of facilities or inviting department leads in to join and engage in discussion.

To make our visits cost-effective and time-effective, the RMA will attempt to meet with two municipalities on one day within a driving distance of each other (i.e. usually within the same district). As such, we have limited the longer meeting option to 3 hours or less to facilitate scheduling, and we will seek opportunities to meet with more than one member in a district daily.

Your Availability

To get started, we request a response regarding your general availability. Specifically:

- a) Your preference of Member Visit option:
 1. Standard 1-hour meeting
 2. Longer familiarization meeting (up to 3 hours)
- b) Your general council availability per month up to and including September plus any other meetings when all of council will be together. Include potential stand-alone dates separate from your meetings if possible.
- c) The key contact's name, email address, and phone number to schedule the meeting.

In the table below, we have identified typical monthly dates that will prove difficult for either myself or your district director to attend so that other date options can be considered.

Please send your responses to the above-noted questions to Natalie Bartlett at natalie@RMAAlberta.com or 780.886.7937 by January 31, as member visits will commence as soon as possible.

Your attention to this matter is greatly appreciated. I look forward to our upcoming visit.

Sincerely,



Kara Westerlund

President

2025 RMA Member Visit Rotation:

District 1	District 2	District 3	District 4	District 5
Lethbridge	Lacombe	Athabasca	Peace	Lamont
Cardston	Kneehill	Lesser Slave River	Birch Hills	Smoky Lake
Newell	Starland	Parkland	Greenview	St. Paul
	Red Deer	Yellowhead	Northern Lights	Minburn
	Ponoka	Wetaskiwin	Clear Hills	
Monthly Conflict dates for President & District 1 Director	Monthly Conflict dates for President & District 2 Director	Monthly Conflict dates for President & District 3 Director	Monthly Conflict dates for President & District 4 Director	Monthly Conflict dates for President & District 5 Director
Twice per Month (Tuesday)	Twice per Month (Tuesday)	Twice per Month (Tuesday)	Twice per Month (Tuesday)	Twice per Month (Tuesday)
1 st & 3 rd Wed	1 st & 3 rd Tues	Every 2 weeks on a Tuesday	Twice a month on Mondays	2 nd & 4 th Tuesday

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Peace River School Board Meeting Delegation
File:	11-02-02

DESCRIPTION:

Council has received information regarding their request to meet with the Peace River School Division (PRSD) Board of Trustees. The meeting is scheduled to take place on March 13, 2025, at 11:30 a.m., where Council will attend as a delegation.

ATTACHMENT:

Correspondence RE: Delegation Request
Correspondence RE: February 5th Joint Meeting

RESOLUTION by..... To approve the attendance of all Council to attend as a delegation to the Peace River School Division Board of Trustee Meeting on March 13, 2025, at 11:30 a.m.

Initials show support - Reviewed by:

Manager:

CAO:



Bonnie Morgan

To: Freeman, Rhonda
Subject: RE: Delegation at the February 20, 2025 Board meeting.

From: Freeman, Rhonda <freemanrh@prsd.ab.ca>
Sent: January 21, 2025 9:38 AM
To: Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>
Cc: Allan Rowe <Allan@clearhillscounty.ab.ca>; Thompson, Jeff <thompsonj@prsd.ab.ca>
Subject: Re: Delegation at the February 20, 2025 Board meeting.

Good morning, Bonnie

The next Board meeting is March 13, 2025. I would schedule the delegation for 11:30. I trust this is the information you require.

Regards,

Rhonda Freeman CPA CGA CSBO

Secretary-Treasurer
Peace River School Division
Phone (780) 624-3650 ex. 10110
Fax (780) 624-5941
Email address: freemanrh@prsd.ab.ca

"Your mind is a powerful thing. When you fill it with positive thoughts, your life will start to change."

Learning Together - Success For All

On Tue, Jan 21, 2025 at 9:12 AM Bonnie Morgan <Bonnie@clearhillscounty.ab.ca> wrote:

Good morning, Rhonda,

Thank you for providing this information. We would like to request a delegation slot at your March meeting, if possible. Could you please share the details for the meeting? I will then present them to our Council to confirm that the date and time align with their schedules.

Once confirmed, I will submit all the required information following your instructions outlined below. Thank you for your assistance in facilitating this arrangement!

Warm regards,

Bonnie Morgan, NACLAA | Executive Assistant to CAO and Council



The information contained in this e-mail is confidential and may contain privileged information. It is intended only for the person or persons named above. If you are not an intended recipient of this e-mail please be advised that any distribution or copying of this e-mail is prohibited. If you have received this e-mail in error,

Please notify us by return e-mail and delete all copies of the e-mail and any attachments.

From: Allan Rowe <Allan@clearhillscounty.ab.ca>
Sent: January 21, 2025 8:29 AM
To: Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>
Subject: FW: Delegation at the February 20, 2025 Board meeting.

From: Freeman, Rhonda <freemanrh@prsd.ab.ca>
Sent: January 20, 2025 4:07 PM
To: Allan Rowe <Allan@clearhillscounty.ab.ca>
Cc: Thompson, Jeff <thompsonj@prsd.ab.ca>
Subject: Delegation at the February 20, 2025 Board meeting.

Good afternoon, Allan

Further to our conversation earlier today, I am writing to request the necessary information regarding Clear Hills County's request to be a delegation at the Peace River School Division regular Board meeting scheduled for February 20, 2025 (I apologize; I gave you the date of the March Board meeting earlier).

To ensure that the delegation request is processed in accordance with the PRSD Board Operations policy, please provide the following details:

1. **Confirmation of Initial Discussion:** Please confirm whether a discussion has already taken place with the Superintendent of Schools or their designate to clarify division practices related to the topic of your presentation. If this discussion has not occurred, please be advised that this is the first required step before a scheduled delegation at a Board meeting.
2. **Written Request Details:** A formal written request addressed to the Superintendent of Schools outlining the intent to present, as required under Section 10.2 of the policy.
3. **Presentation Materials:** Any written materials that Clear Hills County intends to present to or have considered by the board, submitted at least five days prior to the meeting.
4. **Presentation Details:**
 - o A brief summary of the topic or issues you intend to address.

- Any specific outcomes or decisions you are requesting from the board.
- Estimated time required for your presentation (noting that presentations are typically limited to 15 minutes).

Delegations at Board Meetings are governed by Board Policy 7 – Board Operations (attached), specifically Article 10.

Please let me know if you have any questions.

Regards,

Rhonda Freeman CPA CGA CSBO

Secretary-Treasurer

Peace River School Division

Phone (780) 624-3650 ex. 10110

Fax (780) 624-5941

Email address: freemanrh@prsd.ab.ca

"Your mind is a powerful thing. When you fill it with positive thoughts, your life will start to change."

Learning Together - Success For All



Peace River School Division

Board of Trustees

Chair
Crystal Owens

Vice Chair
Lacey Buchinski

Trustees
Marie Dyck
Lori Leitch
David Rushton
Edith Giesbrecht

Superintendent of Schools
Adam Murray

Deputy Superintendent
Jeff Thompson

Secretary-Treasurer
Rhonda Freeman

November 7, 2024

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

Dear Reeve Bean,

Re: Joint meeting (hybrid) with the Peace River School Division (PRSD) Board of Trustees

The PRSD Board of Trustees would like to invite you, your council and CAO to participate in our annual Joint Board Municipality meeting scheduled for February 5, 2025, at 7:00 p.m.

The purpose of this meeting remains the same as in previous years; to exchange valuable insights and work collectively to address challenges PRSD is facing as well to explore how the school division may be able to support municipalities through advocacy.

Our primary goal is to deliver exceptional education services and enhance student learning opportunities within our communities. At last year's meeting we presented several topics for discussion. This year, we are excited to provide updates on the progress made in the following areas:

- ✓ Our Collegiate Driving School initiative in partnership with NWP and the results we are seeing
- ✓ The progress of the new Manning Aurora Composite School
- ✓ The new Red Earth Creek School
- ✓ Our support of HFCRD in Fairview due to the STM situation
- ✓ Our 3-year, now 5-year plan
- ✓ Attendance initiatives
- ✓ Mental Health Supports and the aid received from the government
- ✓ Teacher and bus driver recruitment efforts

Our shared goal of providing our students with the same quality education and facilities as those in larger metropolitan areas is essential. Every child deserves equal opportunities, regardless of where they live.



Bonnie Morgan

To: Warne, Chris
Subject: RE: Joint Municipalities Meeting

From: Warne, Chris <warnec@prsd.ab.ca>
Sent: January 17, 2025 12:59 PM
To: Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>
Cc: Allan Rowe <Allan@clearhillscounty.ab.ca>
Subject: Re: Joint Municipalities Meeting

Good morning,

Thank you for submitting an item for the Joint Municipalities meeting. Unfortunately, the topic does not fall within the scope of governance and will not be included on the agenda.

However, if the council has specific questions regarding the MELT program, we are happy to answer them; send them to me. Alternatively, if the council would like a general update, please let me know. I will ensure that a staff member familiar with the MELT program responds with the information council requests.

Thank you for your understanding.

Warmest regards,

On Fri, Jan 17, 2025 at 11:19 AM Bonnie Morgan <Bonnie@clearhillscounty.ab.ca> wrote:

Good morning, Chris,

I am currently awaiting confirmation from the Councillors regarding their attendance at the upcoming joint meeting. As soon as I receive their responses, I will let you know.

From my understanding, the only item Council has that relates to the joint meeting is an update on the MELT (Mandatory Entry-Level Training) Program, which I believe is already included on the agenda. Any other items they wish to discuss will need to be addressed during a one-on-one meeting, that Council has previously requested from the board.

Thank you,

Bonnie

From: Allan Rowe <Allan@clearhillscounty.ab.ca>
Sent: January 15, 2025 6:27 AM
To: Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>
Subject: FW: Joint Municipalities Meeting

From: Warne, Chris <warnec@prsd.ab.ca>
Sent: January 14, 2025 4:26 PM
To: njohnson@berwyn.ca; philip.kolodychuk@mdfairview.ab.ca; mayor@fairview.ca; mayor@grimshaw.ca; ungariant@countyofnorthernlights.com; Corinna Williams <cwilliams@northernsunrise.net>; marcel.auger@mdopportunity.ab.ca; rwilling@mdpeace.com; Elaine Manzer <emanzer@peaceriver.ca>
Cc: Matthew Norburn <cao@berwyn.ca>; Allan Rowe <Allan@clearhillscounty.ab.ca>; manager@duncansfirstnation.ca; lyndsey.lawrence@mdfairview.ab.ca; Darryl Greenhill <cao@fairview.ca>; Brian Allen <cao@grimshaw.ca>; Leanne Walmsley <cao@hinescreek.com>; April Doll <cao@manning.ca>; Dianne Roshuk (Dianne Roshuk) <cao@nampa.ca>; Gerhard Stickling <cao@countyofnorthernlights.com>; Cindy Millar <cmillar@northernsunrise.net>; Chad Tullis <cao@mdopportunity.ab.ca>; Margaret McLarty <cao@mdpeace.com>; Barb Miller <cao@peaceriver.ca>
Subject: Joint Municipalities Meeting

Good afternoon,

The Joint Municipalities meeting is fast approaching on February 5, 2025, at 7:00 p.m. in the PRSD Central Operations boardroom. It appears the letter of invitation did not request agenda items. If you have an item to discuss that aligns with the Purpose and Limitations of the Terms of Reference (TOR), please send it to me at your earliest convenience.

I've included the relevant TOR sections for reference and will forward the agenda, full TOR, and a review document on Monday, February 3, 2025.

Purpose:

- 1.1 The purpose of the Joint Municipalities Meeting Committee is to foster effective relationships and to ensure collaboration on governance-focused educational matters that are both meaningful to the school division and the municipalities. The committee meeting will ensure our Board's engagement with key stakeholders as required by the Alberta Education Assurance Framework.

- 6.1 The Committee is not intended to solve individual or personal grievances: rather, it shall focus on the governance-related topics that align with the stakeholder engagement requirements associated with the governance and local and societal context domains as outlined in the Alberta Education Assurance Framework.

Warmest regards,

--

Mrs. Chris Warne

Executive Assistant to the

Superintendent and Secretary-Treasurer

Peace River School Division

Ph. 780-624-3650 ext. 10140

Fax: 780-332-1050

Confidentiality Warning: This email contains confidential information intended for a specific individual and purpose. The information is private and is legally protected by law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or the taking of any action in reliance on the contents of this emailed information is strictly prohibited. If you have received this communication in error, please notify us immediately by return email and delete the original message and any attachments. Thank you.

--

Mrs. Chris Warne

Executive Assistant to the

Superintendent and Secretary-Treasurer

Peace River School Division

Ph. 780-624-3650 ext. 10140

Fax: 780-332-1050

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Greg Coon, Agricultural Fieldman
Title:	PROCEED TO TENDER - MOWER
File:	31-63-02

DESCRIPTION:

Council is presented with information regarding proceeding to tender for the purchase of one new mower for the roadside mowing program.

BACKGROUND:

Clear Hills County has an annual roadside mowing program and replaces mowers on a rotational basis when mowers reach end of life due to wear and tear. This replacement is budgeted for in the multi-year capital plan.

BUDGET:

\$75,000.00

OPTIONS:

1. Proceed to tender for the purchase of a new mower
2. Not to proceed to tender for the purchase of a new mower.

RECOMMENDED ACTION:

RESOLUTION by.....

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
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 January 15, 2025 to January 28, 2025 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 January 15, 2025 to January 28, 2025 for a total of \$627,810.78.

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	1/15/25	1/28/25		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1359773 AB LTD	030090	1/28/25	\$1,564.50
Invoice Description Invoice Number Invoice Amount			

Worsley Sidewalk Snow Removal	2412312		\$1,564.50
ALBERTA QUEEN'S PRINTER	030091	1/28/25	\$35.70
Invoice Description Invoice Number Invoice Amount			

Local Authorities Election Bks	W104780		\$35.70
ALBERTA RURAL MUNICIPAL ADMINS	030092	1/28/25	\$200.00
Invoice Description Invoice Number Invoice Amount			

2025 CAO ARMAA Membership	754		\$200.00
BIG GUITAR	030093	1/28/25	\$2,000.00
Invoice Description Invoice Number Invoice Amount			

2025 Banquet Band	011625		\$2,000.00
BJ SMITH, COWBOY POET EXTRAORD	030094	1/28/25	\$1,250.00
Invoice Description Invoice Number Invoice Amount			

2025 App Banquet Entertainment	011625		\$1,250.00
BOSCHWICK CONTRACTING	030095	1/28/25	\$32,248.19
Invoice Description Invoice Number Invoice Amount			

Worsley GB01	727		\$16,523.35
Bear Canyon GB09	728		\$15,724.84
BUDGELL'S CONTRACTING LTD.	030096	1/28/25	\$11,565.85
Invoice Description Invoice Number Invoice Amount			

Transfer Station Contract	0101-025		\$10,916.20
Load & Haul Oversized Material	0201-025		\$649.65
CANADIAN FOREST PRODUCTS	030097	1/28/25	\$4,052.74
Invoice Description Invoice Number Invoice Amount			

2024 Connector Rd Shared Exp	#W-683		\$4,052.74
CHERRY POINT CEMETERY	030098	1/28/25	\$500.00
Invoice Description Invoice Number Invoice Amount			

2025 Cemetery Grant-Cherry Pt.	011625		\$500.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount															
COX, GERALD	030099	1/28/25	\$7,295.00															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Haul Water to BCWP</td> <td>054471</td> <td>\$1,520.00</td> </tr> <tr> <td>WTP Contract Operator</td> <td>054472</td> <td>\$5,775.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Haul Water to BCWP	054471	\$1,520.00	WTP Contract Operator	054472	\$5,775.00						
Invoice Description	Invoice Number	Invoice Amount																
Haul Water to BCWP	054471	\$1,520.00																
WTP Contract Operator	054472	\$5,775.00																
DHL	030100	1/28/25	\$59.70															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Water Sample Shipping</td> <td>11180297</td> <td>\$116.68</td> </tr> <tr> <td>Water Sample Shipping</td> <td>11187208</td> <td>\$59.34</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Water Sample Shipping	11180297	\$116.68	Water Sample Shipping	11187208	\$59.34						
Invoice Description	Invoice Number	Invoice Amount																
Water Sample Shipping	11180297	\$116.68																
Water Sample Shipping	11187208	\$59.34																
FEHR TIRECRAFT LTD.	030101	1/28/25	\$50.00															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>2025 App Banquet Door Prize</td> <td>69829</td> <td>\$50.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	2025 App Banquet Door Prize	69829	\$50.00									
Invoice Description	Invoice Number	Invoice Amount																
2025 App Banquet Door Prize	69829	\$50.00																
GLEN ARMSTRONG CONSTRUCTION LT	030102	1/28/25	\$107,245.10															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>2024 WWTP Water Well Tie-In</td> <td>7048</td> <td>\$107,245.10</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	2024 WWTP Water Well Tie-In	7048	\$107,245.10									
Invoice Description	Invoice Number	Invoice Amount																
2024 WWTP Water Well Tie-In	7048	\$107,245.10																
GOVERNMENT OF ALBERTA	030103	1/28/25	\$890.00															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>SML 970064 Hagen Pit Ann Rent</td> <td>0006130403</td> <td>\$840.00</td> </tr> <tr> <td>DLO98166 Hagen Pit Acc Rd Rent</td> <td>0006130424</td> <td>\$50.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	SML 970064 Hagen Pit Ann Rent	0006130403	\$840.00	DLO98166 Hagen Pit Acc Rd Rent	0006130424	\$50.00						
Invoice Description	Invoice Number	Invoice Amount																
SML 970064 Hagen Pit Ann Rent	0006130403	\$840.00																
DLO98166 Hagen Pit Acc Rd Rent	0006130424	\$50.00																
GRADE PRO CONTRACTING LTD.	030104	1/28/25	\$34,322.40															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Cleardale GB07</td> <td>1303</td> <td>\$13,322.40</td> </tr> <tr> <td>Whitelaw GB15</td> <td>1304</td> <td>\$21,000.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Cleardale GB07	1303	\$13,322.40	Whitelaw GB15	1304	\$21,000.00						
Invoice Description	Invoice Number	Invoice Amount																
Cleardale GB07	1303	\$13,322.40																
Whitelaw GB15	1304	\$21,000.00																
GRIMSHAW GRAVEL SALES	030105	1/28/25	\$750.33															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Gravel/Hauling - RR 62 Repairs</td> <td>25115</td> <td>\$750.33</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Gravel/Hauling - RR 62 Repairs	25115	\$750.33									
Invoice Description	Invoice Number	Invoice Amount																
Gravel/Hauling - RR 62 Repairs	25115	\$750.33																
H.K.P. TRUCKING	030106	1/28/25	\$131.04															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Unit 31-65 R&M</td> <td>53522442</td> <td>\$131.04</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Unit 31-65 R&M	53522442	\$131.04									
Invoice Description	Invoice Number	Invoice Amount																
Unit 31-65 R&M	53522442	\$131.04																
MAD DOG CRESTING	030107	1/28/25	\$695.10															
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>2025 App Banquet Tickets</td> <td>10009</td> <td>\$23.10</td> </tr> <tr> <td>ASB Member Johnson Name Plate</td> <td>09706</td> <td>\$12.60</td> </tr> <tr> <td>HCFD Christmas Gifts</td> <td>48537</td> <td>\$331.80</td> </tr> <tr> <td>HCFD Uniforms</td> <td>48434</td> <td>\$327.60</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	2025 App Banquet Tickets	10009	\$23.10	ASB Member Johnson Name Plate	09706	\$12.60	HCFD Christmas Gifts	48537	\$331.80	HCFD Uniforms	48434	\$327.60
Invoice Description	Invoice Number	Invoice Amount																
2025 App Banquet Tickets	10009	\$23.10																
ASB Member Johnson Name Plate	09706	\$12.60																
HCFD Christmas Gifts	48537	\$331.80																
HCFD Uniforms	48434	\$327.60																

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MAYFLOWER GREENHOUSE	030108	1/28/25	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
2025 App Banquet Door Prize	01-011525	\$50.00	
MDP OILFIELD SERVICES LTD.	030109	1/28/25	\$173,015.99
Invoice Description	Invoice Number	Invoice Amount	
RR 124 Final Progress Estimate	123124	\$192,239.99	
NORTH PEACE GAS COOP LTD.	030110	1/28/25	\$1,272.34
Invoice Description	Invoice Number	Invoice Amount	
Cldl Reg Water Pumphouse Heat	946551	\$178.20	
WWTP Heat	946473	\$628.54	
BCWP Heat	946513	\$111.46	
CWP Heat	944990	\$354.14	
NORTH PEACE REGIONAL LANDFILL	030111	1/28/25	\$59,012.10
Invoice Description	Invoice Number	Invoice Amount	
2025 Requisition	REQ 2025	\$118,024.20	
PEACE COUNTRY SUPPLY	030112	1/28/25	\$85.95
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 63-04	002-129453	\$85.95	
PEACE LIBRARY SYSTEM	030113	1/28/25	\$16,368.25
Invoice Description	Invoice Number	Invoice Amount	
Annual Requisition Jan-June	1808	\$16,368.25	
PETTY CASH	030114	1/28/25	\$6.05
Invoice Description	Invoice Number	Invoice Amount	
Replenish Petty Cash	113024	\$6.05	
PROGRADE SERVICES LTD.	030115	1/28/25	\$13,308.75
Invoice Description	Invoice Number	Invoice Amount	
Mont. GB03	4433	\$13,308.75	
QUINTEL COMMUNICATIONS	030116	1/28/25	\$147.12
Invoice Description	Invoice Number	Invoice Amount	
Ut Operator Phone Accessories	688609	\$147.12	
R&R ROAD LTD.	030117	1/28/25	\$2,520.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	4999	\$1,102.50	
SL/SC GB16	5000	\$1,417.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RELIANCE ASSESSMENT CONSULTANT	030118	1/28/25	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
January Assessment Services	122-010625	\$6,835.50	
ROAMING TRANSPORT	030119	1/28/25	\$13,001.63
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0547	\$13,001.63	
RON MASON CONTRACTING LTD.	030120	1/28/25	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	84403-011325	\$50.00	
ROSSWORM DAN	030121	1/28/25	\$210.00
Invoice Description	Invoice Number	Invoice Amount	
Coyote Hunt Incentive Program	011625	\$210.00	
SHARNA'S OPEN CAMP	030122	1/28/25	\$5,318.25
Invoice Description	Invoice Number	Invoice Amount	
Council/ASB Meeting Meals	725	\$5,318.25	
SIGNS BY LORI	030123	1/28/25	\$21.00
Invoice Description	Invoice Number	Invoice Amount	
D.H. Fire Trailer Signage	14187	\$21.00	
STARS	030124	1/28/25	\$1,745.00
Invoice Description	Invoice Number	Invoice Amount	
2024 FF Honorarium Donation	123124	\$1,745.00	
ULINE CANADA	030125	1/28/25	\$158.99
Invoice Description	Invoice Number	Invoice Amount	
Coffee Cups for Comm Events	15484213	\$158.99	
UTILITY SAFETY PARTNERS	030126	1/28/25	\$102.46
Invoice Description	Invoice Number	Invoice Amount	
First Call Annual Membership	IN178973	\$102.46	
WORSLEY CLEAR HILLS SKI CLUB	030127	1/28/25	\$73.00
Invoice Description	Invoice Number	Invoice Amount	
2025 App Banquet Door Prize	011025	\$73.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount									
WORSLEY GATEWAY INN	030128	1/28/25	\$1,373.00									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Council Christmas Party Meal</td> <td>846</td> <td>\$1,323.00</td> </tr> <tr> <td>2025 App Banquet Door Prize</td> <td>847</td> <td>\$50.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Council Christmas Party Meal	846	\$1,323.00	2025 App Banquet Door Prize	847	\$50.00
Invoice Description	Invoice Number	Invoice Amount										
Council Christmas Party Meal	846	\$1,323.00										
2025 App Banquet Door Prize	847	\$50.00										
WORSLEY REINLAND MENNONITE CHU	030129	1/28/25	\$500.00									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>2025 Cemetery Grant-WRMC</td> <td>011524</td> <td>\$500.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	2025 Cemetery Grant-WRMC	011524	\$500.00			
Invoice Description	Invoice Number	Invoice Amount										
2025 Cemetery Grant-WRMC	011524	\$500.00										
WSP	030130	1/28/25	\$113,211.00									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Cleardale Street/Sewer Upgrade</td> <td>20196864</td> <td>\$59,136.00</td> </tr> <tr> <td>BF71273 Engineering Services</td> <td>20200465</td> <td>\$54,075.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Cleardale Street/Sewer Upgrade	20196864	\$59,136.00	BF71273 Engineering Services	20200465	\$54,075.00
Invoice Description	Invoice Number	Invoice Amount										
Cleardale Street/Sewer Upgrade	20196864	\$59,136.00										
BF71273 Engineering Services	20200465	\$54,075.00										
WYCLIFFE ENTERPRISES LTD.	030131	1/28/25	\$14,568.75									
<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>1021</td> <td>\$14,568.75</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Eureka GB13	1021	\$14,568.75			
Invoice Description	Invoice Number	Invoice Amount										
Eureka GB13	1021	\$14,568.75										
Report Total			\$627,810.78									

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 1/15/25 1/28/25
 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
030090	1359773	1359773 AB LTD	1/28/25	ATB	PMCHQ00001285	\$1,564.50
030091	QUEENS	GOVERNMENT OF ALBERTA	1/28/25	ATB	PMCHQ00001285	\$35.70
030092	ABRURALMUN01	ARMAA	1/28/25	ATB	PMCHQ00001285	\$200.00
030093	BIGGUITAR	BRENT CLAIR	1/28/25	ATB	PMCHQ00001285	\$2,000.00
030094	BJSMITH	BJ SMITH	1/28/25	ATB	PMCHQ00001285	\$1,250.00
030095	BOSCHWICK01	BOSCHWICK CONTRACTING	1/28/25	ATB	PMCHQ00001285	\$32,248.19
030096	BUDGELL02	BUDGELL'S CONTRACTING LTD.	1/28/25	ATB	PMCHQ00001285	\$11,565.85
030097	CANFOREST01	CANADIAN FOREST PRODUCTS LTD.	1/28/25	ATB	PMCHQ00001285	\$4,052.74
030098	CHPO06	CHERRY POINT CEMETERY	1/28/25	ATB	PMCHQ00001285	\$500.00
030099	COXGERALD01	GERALD COX	1/28/25	ATB	PMCHQ00001285	\$7,295.00
030100	DHL01	LOOMIS EXPRESS	1/28/25	ATB	PMCHQ00001285	\$59.70
030101	FEHR14	FEHR TIRECRAFT LTD.	1/28/25	ATB	PMCHQ00001285	\$50.00
030102	GLENARMS01	GLEN ARMSTRONG CONSTRUCTION LT	1/28/25	ATB	PMCHQ00001285	\$107,245.10
030103	GOVERNMENT02	GOVERNMENT OF ALBERTA	1/28/25	ATB	PMCHQ00001285	\$890.00
030104	GRADEPRO	GRADE PRO CONTRACTING LTD.	1/28/25	ATB	PMCHQ00001285	\$34,322.40
030105	GRIMSHAW02	GRIMSHAW GRAVEL SALES	1/28/25	ATB	PMCHQ00001285	\$750.33
030106	HKPTRUCK01	H.K.P. TRUCKING	1/28/25	ATB	PMCHQ00001285	\$131.04
030107	MADDOG01	MAD DOG CRESTING	1/28/25	ATB	PMCHQ00001285	\$695.10
030108	MAYFLOWER	MAYFLOWER GREENHOUSE	1/28/25	ATB	PMCHQ00001285	\$50.00
030109	MDP	MDP OILFIELD SERVICES LTD.	1/28/25	ATB	PMCHQ00001285	\$173,015.99
030110	NPGAS01	NORTH PEACE GAS CO-OP LTD.	1/28/25	ATB	PMCHQ00001285	\$1,272.34
030111	NORTHPEACE01	NORTH PEACE REGIONAL	1/28/25	ATB	PMCHQ00001285	\$59,012.10
030112	PEACECOUNTRYSUP	PEACE COUNTRY SUPPLY	1/28/25	ATB	PMCHQ00001285	\$85.95
030113	PEACELIBR01	PEACE LIBRARY SYSTEM	1/28/25	ATB	PMCHQ00001285	\$16,368.25
030114	CASH01	CLEAR HILLS COUNTY	1/28/25	ATB	PMCHQ00001285	\$6.05
030115	PROGRADE01	PROGRADE SERVICES LTD.	1/28/25	ATB	PMCHQ00001285	\$13,308.75
030116	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	1/28/25	ATB	PMCHQ00001285	\$147.12
030117	R&R01	R&R ROAD LTD.	1/28/25	ATB	PMCHQ00001285	\$2,520.00
030118	RELIANCE	RELIANCE ASSESSMENT	1/28/25	ATB	PMCHQ00001285	\$6,835.50
030119	ROAMING	ROAMING TRANSPORT	1/28/25	ATB	PMCHQ00001285	\$13,001.63
030120	RON	RON MASON CONTRACTING LTD.	1/28/25	ATB	PMCHQ00001285	\$50.00
030121	ROSSWORM04	DAN ROSSWORM	1/28/25	ATB	PMCHQ00001285	\$210.00
030122	SHARNAS	SHARNA'S OPEN CAMP	1/28/25	ATB	PMCHQ00001285	\$5,318.25
030123	SIGNS02	SIGNS BY LORI	1/28/25	ATB	PMCHQ00001285	\$21.00
030124	STARS01	STARS FOUNDATION	1/28/25	ATB	PMCHQ00001285	\$1,745.00
030125	ULINE01	ULINE CANADA	1/28/25	ATB	PMCHQ00001285	\$158.99
030126	UTILITY	UTILITY SAFETY PARTNERS	1/28/25	ATB	PMCHQ00001285	\$102.46
030127	WHISPERING01	WORSLEY CLEAR HILLS SKI CLUB	1/28/25	ATB	PMCHQ00001285	\$73.00
030128	WGATEWAY	WORSLEY GATEWAY INN	1/28/25	ATB	PMCHQ00001285	\$1,373.00
030129	WORSLEYRMC01	WORSLEY REINLAND MENNONITE CHU	1/28/25	ATB	PMCHQ00001285	\$500.00
030130	WSP01	WSP CANADA INC.	1/28/25	ATB	PMCHQ00001285	\$113,211.00
030131	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	1/28/25	ATB	PMCHQ00001285	\$14,568.75

Total Cheques: 42

Total Amount of Cheques: \$627,810.78

ATB MASTER CARD DETAILS			
DATE OF PURCHASE	PLACE OF PURCHASE	DESCRIPTION	AMOUNT
11/07/24	Courtyard by Marriott	Fall RMA Convention Hotel Rooms - EA	\$ 6,333.07
11/23/24	GoTo Technologies Canada Ltd	Video Conferencing Account - EA	\$ 27.30
11/07/24	Olds College Continuing Education	Community & Ag Extension Services Clerk OFCAF Courses - CSM	\$ 630.00
12/02/24	Government Finance Officers Association	Annual GFOA Membership - CSM	\$ 346.50
11/12/24	Canada Post	Agricultural Public Awareness Events Mailout - AP	\$ 222.16
11/13/24	Convenience Registries	WFD Driver's Abstracts - AP	\$ 336.00
11/23/24	HP	Reception Printer Ink - AP	\$ 140.69
11/26/24	Staples	Presentation Remote - AP	\$ 136.49
11/27/24	Canada Post	Stamps for Mailing Cheques - AP	\$ 11.61
12/03/24	Delta Hotels	2024 IST Conference Hotel Room - AP	\$ 234.64
12/04/24	Mastercard	Mastercard Annual Fee	\$ 35.00



ATB

CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard

MONTHLY STATEMENT
NOV 07 to DEC 06, 2024

We'd like to help you:

atb.com

1-800-332-8383

YOUR ACCOUNT SUMMARY

Statement date: December 06, 2024

PREVIOUS CHARGES AND PAYMENTS

Your previous balance		\$4,194.05
Payments made from Nov 07 to Dec 06 - Thank you	-\$4,194.05	
Credits	\$0.00	
Total payments and credits		-\$4,194.05

NEW CHARGES

Purchases and returns	\$8,418.46	
Cash advances and Mastercard cheques	\$0.00	
Fees and adjustments	\$35.00	
Interest charges	\$0.00	
Total new charges		\$8,453.46
Your new balance		\$8,453.46

MINIMUM PAYMENT AND CREDIT LIMIT

Minimum payment due	\$254.00	Your credit limit	\$60,000.00
Payment due date	December 27, 2024	Available credit on Dec 06	\$51,546.54

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

Account number:

Your new balance: **\$8,453.46**

Minimum payment due: **\$254.00**

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


Amount enclosed: \$

FFD1P31 003711
CLEAR HILLS COUNTY *
PO BOX 240
WORSLEY AB T0H 3W0

PAYMENTS AND CREDITS

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

Date Posted	Description	Amount (\$)
Nov 27	AUTOMATIC PAYMENT-THANKS	-4,194.05
Total payments and credits		-\$4,194.05

 \$8,453.46 will be debited from your account and credited as your automatic payment on Dec 27, 2024.

PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Nov 07	Nov 07	COURTYARD MARRIOTT EDM EDMONTON AB FOLIO #G5460	6,333.07
Nov 23	Nov 23	GOTOCOM*GOTOMEETING GOTO.COM QC	27.30
Total for			\$6,360.37

Date Charged	Date Posted	Description	Amount (\$)
Nov 07	Nov 07	OLDS COLLEGE/OLDS COLL OLDS AB	630.00
Dec 02	Dec 02	GFOA ALBERTA CHAPTER MORINVILLE ST AB	346.50
Total for			\$976.50

Date Charged	Date Posted	Description	Amount (\$)
Nov 12	Nov 12	CPC / SCP 577944 WORSLEY AB	222.16
Nov 13	Nov 13	SQ *CONVENIENCE REGIST HINES CREEK AB	336.00
Nov 23	Nov 23	HP *CANADA CO 877-231-4351 NS	140.69
Nov 26	Nov 26	STAPLES.CA/40683998124 MISSISSAUGA ON	136.49

(continued on next page)

Making 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

**ATB****MONTHLY STATEMENT
NOV 07 to DEC 06, 2024****CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard****PURCHASES AND RETURNS (continued)**

Date Charged	Date Posted	Description	Amount (\$)
Nov 27	Nov 27	CPC / SCP 577944 WORSLEY AB	11.61
Dec 03	Dec 03	DELTA EDMONTON SOUTH EDMONTON AB FOLIO #367243	234.64
Total for			\$1,081.59
Total purchases and returns			\$8,418.46

FEES AND ADJUSTMENTS

Date Posted	Description	Amount (\$)
Dec 04	ANNUAL FEE	35.00
Total fees and adjustments		\$35.00

INTEREST CHARGES

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Purchases	0.00	7.95 (v)
Cash advances and Mastercard cheques	0.00	7.95 (v)
Total interest charges	\$0.00	

(v) - Variable (f) - Fixed

**FOR YOUR BUDGETING - HOW YOU USED YOUR
CREDIT CARD(S)**

Category	Spent This Period (\$)
Dining and entertainment	0.00
Grocery	0.00
Professional services	0.00
Retail stores	304.48
Utilities	0.00
Home improvement and maintenance	0.00
Travel and lodging	6,567.71
Vehicle expenses (fuel, repair)	0.00
Business services	569.77
Miscellaneous	976.50
Sub-total (purchases and returns)	\$8,418.46
Cash advances and Mastercard cheques	\$0.00
Grand total	\$8,418.46

Clear Hills County Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	PERC & DIRC Application
File:	12-02-02

DESCRIPTION:

Alberta Municipal Affairs is accepting applications for the Provincial Education Requisition Credit (PERC) and Designated Industrial Requisition Credit programs (DIRC).

BACKGROUND:

The PERC and DIRC programs allow municipalities to claim for unpaid school and designated industrial requisitions on property taxes that are deemed to be uncollectable by the municipality.

Administration has submitted an application for the 2024 tax year. If successful, the County would receive a credit of \$62,455.42 on the 2025 school and designated industrial requisitions. As part of the application process, municipalities are required to include a resolution from Council confirming the submission of the PERC and DIRC application.

ATTACHMENTS:

RECOMMENDATION:

RESOLUTION by... to direct Administration to proceed with the Provincial Education Requisition Credit program (PERC) and Designated Industrial Requisition Credit program (DIRC) submission for the 2025 intake.

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Municipal Property Tax Discussion
File Code:	12-05-03

DESCRIPTION:

Administration is preparing for the 2025 property tax year.

BACKGROUND / PROPOSAL:

In 2024 Clear Hills County property owners who were assessed as commercial received a 25% tax rebate on the municipal portion of their taxes.

C696-23(12-12-23) RESOLUTION by Councillor Ruecker to approve a 25% tax rebate incentive applicable to the Commercial Assessment Code (CN) for the Municipal portion of Clear Hills County and The Village of Hines Creek's property taxes in 2024. CARRIED.

Administration asked Council if they would be approving the tax rebate for the 2025 tax year during the presentation of the 2025 interim budget as was instructed to bring the matter back for discussion.

ATTACHMENTS

RECOMMENDED ACTION:

RESOLUTION by ... that Council to approve a 25% tax rebate incentive applicable to the Commercial Assessment Code (CN) for the Municipal portion of Clear Hills County property taxes in 2025.

OR

RESOLUTION by ... that Council accepts the municipal property tax discussion for information.

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

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Community Support Services Grant Applications
File:	62-02-02

DESCRIPTION:

Council is presented with two Community Support Services Grant (CSSG) Applications.

BACKGROUND:

The 2025 CSSG application was released to the public on October 31, 2024. Applications are accepted until the budgeted funds have been fully dispersed and applications are evaluated as received.

BUDGET:

The interim 2025 Community Support Services Grant budget is \$127,733.00.

ATTACHMENTS:

- Community Support Services Grant Calculations
- Community Support Services Grant Application Summary
- 2025 Community Support Services Grant Applications
- Policy 7011 – Community Support Services Grant
- Grants History

RECOMMENDATION:

RESOLUTION by ... that Council approves the following Community Support Services grants...

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

2025 Community Support Services Grant Calculation

2025 CSSG Budget:	\$	127,733.00
Worsley Early Childhood Education Foundation	\$	15,300.00
Fairview & Area Senior's Check-In Line	\$	7,000.00
Total Requests:	\$	22,300.00
Remaining Funds (if approved):	\$	105,433.00

2025 Community Support Services Grant Application Summary

	Application 1	Application 2
Program/Project:	Worsley Preschool Program	Senior's Social Connection Events
Applicant:	Worsley Early Childhood Education Foundation	Fairview & Area Senior's Check-In Line
Grant Funds Requested:	\$ 15,300.00	\$ 7,000.00
Previously Received FCSS Funding	Yes	Yes
Eligibility:		
Contribution to Area Residents Quality of Life :		
Estimated participants:	7	150
Estimated volunteers:	7	25
Estimated volunteer hours:	150	900
Fundraising Efforts:	\$ 12,500.00	\$800 - \$1000
Other Potential Funding Sources:		MD of Fairview, Town of Fairview, Village of Hines Creek, Rec Boards
Does the proposed program do one or more of the following:		
Help people to develop independence, strengthen coping skills and become more resistant to crisis?	X	√
Help people develop awareness of social needs?	X	X
Help people to develop interpersonal and group skills?	√	X
Help people and communities to assume responsibility for decisions and actions which affect them?	X	X
Provide Supports that help sustain people as active participants in the community?	X	√
Ineligible Activities:		
Provide Primarily for the recreational needs or leisure time pursuits of individuals:	X	X
Offer direct assistance(including money, food, clothing, or shelter) to sustain an individual or family:	X	X
Duplicate services that are ordinarily provided by a government or government agency:	X	X
The purchase, construction, or manufacturing of tangible capital assets:	X	X
Primarily rehabilitative in nature:	X	X

2025



CLEAR HILLS COUNTY COMMUNITY SUPPORT SERVICES FUNDING APPLICATION

1. Please read carefully all of the information in this form prior to your submission.
2. Please note all shaded **grey areas** are reserved for your year-end final report.
3. Ensure budget template provided is used.
4. Applicants may be required to provide a presentation on their application.
5. Recommendations on funding will go to Council as quickly as possible. You will be contacted once a Council resolution has been made.
6. Incomplete applications will be returned to the applicant.

If you have questions about this application, please contact:

Lori Jobson, Corporate Services Manager
 Phone: 780- 685- 3925 ext. 105
 Email: Lori@clearhillscounty.ab.ca

Clear Hills County Community Support Services Grant Application

1. PROGRAM/PROJECT NAME	GRANT AMOUNT REQUESTED	GRANT AMOUNT AWARDED
Worsley Preschool Program	\$15,300.00	\$

2. APPLICANT INFORMATION	
Applicant Name:	Worsley Early Childhood Education Foundation
Contact Name:	Shawnee Bean, Brittany King
E-Mail Address:	Showna96@gmail.com
Mailing Address (include postal code):	Box 287 Worsley, AB T0H 3W0
Telephone Number:	780-835-1277

1. PROGRAM/PROJECT OVERVIEW
<p>Please explain, in your own words, what the program/project is and why it is important to our community.</p> <p>The Worsley Preschool's goals include developing the whole child through a play-based curriculum that supports the growth of many skills relating to the child's social, physical, intellectual, creative and emotional growth. The main goal is to allow children from our remote community to develop age-appropriate socialization skills.</p> <p>The Worsley Preschool focuses on learning through play, which allows for and recognizes each child's unique learning style, abilities and developmental level. This allows for hands on learning where the curriculum can be guided based on the children's interests and desires, which will lead to more meaningful and concrete learning. This is accomplished through the use of centres, both independent and guided, circle activities (whole group), as well as community-based field trips.</p> <p>The WECEF helps parents of preschoolers to connect and work together with the common goal of providing an education and social opportunity for our children. The preschool allows for this much needed social interaction for the children, but also for parents to be involved with their child's education and social development. The direct result is a weekly program geared towards preschoolers to help their development.</p>

Participant Information:										
Anticipated and Actual # of participants:										
	Infants/Toddlers 0-3 yrs.	Preschoolers 3-5 yrs.	Children 5-12 yrs.	Youth 12-18 yrs.	Adults	Seniors 65+ yrs.	Families	Presentations		
Anticipated	0	7	0	0	0	0	7	0		
Actual										
Other:										
	Total # of Participants*	# of Volunteers*	# of Volunteer Hours*	Other?	Other?	Other?	Other?	Other?		
Anticipated	7	7	150							
Actual										

PROPOSED BUDGET

Include only the resources dedicated specifically to the program you are seeking funding for. Please attach the latest audited financial statement for your organization.

REVENUE: (specify all sources of funding including fundraising, fees for service, other grants etc.)	BUDGET	ACTUAL
Fundraising & cash donations:	\$	\$
Fundraising - (\$400 per child)	4,000.00	
Program Fees - (\$250 per child)	3,000.00	
Other Grants (please specify):		
Worsley Rec Board	5,000.00	
TOTAL REVENUE:	\$12,500.00	\$

EXPENSE: (include only resources dedicated to the program you are seeking funding for.)	BUDGET	ACTUAL
Salaries & Wages & Benefits & Remittances	\$20,800.00	\$
Staff First Aid Training (2-day course, hotel, mileage)	200.00	
Facility Rentals	1,500.00	
Insurance	950.00	
Classroom Materials & Supplies	2,000.00	
Accounting	350.00	
Secretary/Treasurer	2,000.00	
TOTAL EXPENSES:	\$27,800.00	\$
REVENUE MINUS EXPENSES:	\$15,300.00	



Clear Hills County Community Support Services Funding Application

1. Please read carefully all the information in this form prior to your submission.
2. Please note all shaded **grey areas** are reserved for your year-end final report.
3. Ensure budget template provided is used.
4. Applicants may be required to provide a presentation on their application.
5. Recommendations on funding will go to Council as quickly as possible. You will be contacted once a Council resolution has been made.
6. Incomplete applications will be returned to the applicant.

62

If you have questions about this application, please contact:

Lori Jobson, Corporate Services Manager

Phone: 780- 685- 3925 ext. 105

Email: Lori@clearhillscounty.ab.ca

Clear Hills County Community Support Services Grant Application

PROGRAM/PROJECT NAME	GRANT AMOUNT REQUESTED	GRANT AMOUNT AWARDED
Senior's Social Connection Events	\$7000	\$

APPLICANT INFORMATION	
Applicant Name:	Fairview and Area Senior's Check-In Line
Contact Name:	Jennifer Winter or Barb Chapman
E-Mail Address:	Seniorgroup.fascil@gmail.com; copchap@gmail.com; jenofdunvegan@hotmail.com
Mailing Address (include postal code):	Box 2172, Fairview, AB T0H 1L0
Telephone Number:	250-826-3001; 780-835-3878

PROGRAM/PROJECT OVERVIEW
<p>Please explain, in your own words, what the program/project is and why it is important to our community.</p> <p>Senior Social Connections is about preventing social isolation for seniors. Our entire community benefits when seniors are engaged and connected community members.</p> <p>To provide opportunities for seniors to connect with others in the community and access information they may need.</p> <p>Organizing entertainment such as music or games, and/or speakers to provide information on topics relevant to speakers, ie: current scams, supports available in the community, health information, etc.</p> <p>Family members will be relieved to know their senior parent or grandparent is feeling happy and connected. Our entire community benefits if seniors are engaged community members.</p>

Participant Information:									
Anticipated and Actual # of participants:									
	Infants/Toddlers 0-3 yrs.	Preschoolers 3-5 yrs.	Children 5-12 yrs.	Youth 12-18 yrs.	Adults	Seniors 65+ yrs.	Families	Presentations	
Anticipated						150		10	
Actual									
Other:									
	Total # of Participants*	# of Volunteers*	# of Volunteer Hours*	Other?	Other?	Other?	Other?	Other?	
Anticipated	150	25	900						
Actual									

PROPOSED BUDGET

Include only the resources dedicated specifically to the program you are seeking funding for. Please attach the latest audited financial statement for your organization.

REVENUE: (specify all sources of funding including fundraising, fees for service, other grants etc.)	BUDGET	ACTUAL
Fundraising & cash donations:	800-1000	\$
Other Grants (please specify):		
Senior Center - provides a place a to meet		
Karl's No Frills in Peace River - Fresh vegetables for free		
Freson Bros in Fairview - 10% discount on supplies		
TOTAL REVENUE:	800-1000	\$

EXPENSE: (include only resources dedicated to the program you are seeking funding for.)	BUDGET	ACTUAL
Salaries, Wages, Benefits, Remittances	4000	\$
Materials and Supplies	2200	
Insurance	900	
Promotions and Advertising	250	
Admin Costs	250	
Honorariums	350	
TOTAL EXPENSES:	7950	\$
REVENUE MINUS EXPENSES:	-6950	



Clear Hills County

Effective Date: DECEMBER 12, 2023	Policy Number: 7011
Title: Community Support Services Grant	

1. Policy Statement

Clear Hills County may provide grants to enhance the social well-being of individuals, families and community through prevention and establish a system for evaluating applications and requests.

2. General

Council may annually during budget deliberations, establish a budget for Community Support Services Grant.

Council may maintain a reserve to assist community organizations and individuals.

3. Applications

Applications will be available starting November 1st of each year.

Applications will be accepted until the budgeted funds have been fully dispersed.

Applications and requests will be evaluated as received.

The applicants proposed program must do one or more of the following:

- Help people to develop independence, strengthen coping skills and become more resistant to crisis.
- Help people to develop an awareness of social needs.
- Help people to develop interpersonal and group skills.
- Help people and communities to assume responsibility for decisions and actions which affect them.
- Provide supports that help sustain people as active participants in the community.

The following criteria will be used to determine eligibility of funding:

- Contribution to Area Residents Quality of Life
- Fund Raising Efforts
- Other Potential Funding Sources

3.5 Ineligible activities:

- Services provided under this grant program must not provide primarily for the recreational needs or leisure time pursuits of individuals.
- offer direct assistance (including money, food, clothing, or shelter) to sustain an individual or family.
- duplicate services that are ordinarily provided by a government or government agency.
- The purchase, construction, or manufacturing of tangible capital assets.
- Are primarily rehabilitative in nature.

4. Reporting

Community Support Services Grant recipients are required to complete the grey 'Actuals' areas of their applications at year end.

Deadline for year end reporting is January 15th.

Community Support Services Grant recipients that fail to provide their year-end reporting will not be eligible to receive future grants from Clear Hills County.

5. End of Policy

ADOPTED
Resolution #C693-23

Date: December 12, 2023

Grant History
2004 to Present

55+ Games	\$	100,000.00
Alberta Conservation Association	\$	25,000.00
Alberta Winter Games	\$	13,750.00
All Saints Anglican Church	\$	28,500.00
All Saints Ukrainian Catholic Parish	\$	11,200.00
Burnt River Recreation Association	\$	31,800.00
Carter Camp Recreational Society	\$	169,690.00
Cherry Canyon Agricultural Society	\$	185,014.50
Cherry Point Promotion Association	\$	15,000.00
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	\$	65,500.00
Clear Hills Watershed Initiative	\$	50,000.00
Cleardale Agricultural Society	\$	178,580.00
Cleardale Community Enhancement Society	\$	2,349,675.81
Cleardale Preschool	\$	23,000.00
Cleardale Riders	\$	41,000.00
Crossroads Resource Centre	\$	6,000.00
David Thompson Bible Camp	\$	71,000.00
David Thompson Halt Society	\$	46,500.00
End of Steel Heritage Museum Society	\$	317,038.58
Eureka River Agricultural Society	\$	75,000.00
Eureka River Local Trappers 105	\$	10,000.00
Fairview & Area Learning Store	\$	17,000.00
Fairview & Area Senior Check-In Line Society	\$	105,275.00
Fairview Community Restorative Justice	\$	5,000.00
Fairview Co-op Seed Cleaning Plant	\$	369,483.81
Fairview Curling Club	\$	2,500.00
Fairview Day Care & Playschool Society	\$	150,000.00
Fairview & District Victims Services	\$	59,772.00
Fairview Lions Club	\$	2,500.00
George Lake Aquatic Recreation Association	\$	130,272.00
Hines Creek & District Figure Skating Club	\$	2,750.00
Hines Creek Composite School Parent Assoc.	\$	45,558.72
Hines Creek Curling Club	\$	21,225.00
Hines Creek Golf & Country Association	\$	346,916.39
Hines Creek Homesteader Lodge	\$	42,896.24
Hines Creek Municipal Library	\$	6,000.00
Hines Creek Playschool Society	\$	26,000.00
Hinterland Cemetery Company	\$	15,000.00
Immaculate Heart of Mary Parish Cemetery	\$	3,150.00
Many Island Recreational Development Society	\$	188,900.00
Maskwa Medical Centre	\$	50,000.00
Menno Simons Community School	\$	4,000.00
Menno Simons Community School	\$	24,830.00
Mighty Peace Wireless	\$	4,000,000.00
Montague Valley Cemetery Committee	\$	15,834.00
Municipal District of Fairview No. 136	\$	231,314.64
North Peace Forage Association	\$	5,000.00
Peace Country Pork Management Group	\$	100,000.00
Peace River School Division	\$	4,314,765.26
Peace Valley Snow Riders	\$	35,000.00
Philip J. Currie Dinosaur Museum	\$	5,000.00

Grant History
2004 to Present

SHARE Radio Broadcasting Association	\$	9,288.00
STARS	\$	1,235,000.00
Svittanok Ukrainian Dance Company	\$	20,000.00
Town of Fairview	\$	320,709.94
Village of Hines Creek	\$	48,920.00
Whitelaw Ag Society	\$	11,000.00
Worsley Agricultural Society	\$	275,000.00
Worsley Central School	\$	22,500.00
Worsley Central School Parent Council	\$	43,500.00
Worsley Central School Parent Society	\$	6,000.00
Worsley Chamber of Commerce	\$	13,500.00
Worsley Clear Hills Ski Club	\$	300,000.00
Worsley & District Health Promotion Society	\$	15,000.00
Worsley Early Childhood Education Foundation	\$	188,812.50
Worsley Historical & Cultural Association	\$	100,000.00
Worsley Mommy & Me	\$	50,290.00
Worsley Pioneer Club	\$	94,975.00
Worsley Reinland Mennonite Church	\$	9,526.67
Worsley Volunteer Fire Fighters' Society	\$	38,650.00
Youth Enhancement Society of Hines Creek	\$	732,050.00
Total:	\$	17,673,913.06

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization
55+ Games					\$ 100,000.00
55+ Games	Fairview 2011		2008	\$ 25,000.00	
55+ Games	Fairview 2011		2009	\$ 25,000.00	
55+ Games	Fairview 2011		2010	\$ 25,000.00	
55+ Games	Fairview 2011		2011	\$ 25,000.00	
Alberta Conservation Association					\$ 25,000.00
Alberta Conservation Association	Sulphur Lake Aeration	General	2020	\$ 5,000.00	
Alberta Conservation Association	Sulphur Lake Aeration	General	2021	\$ 5,000.00	
Alberta Conservation Association	Sulphur Lake Aeration	General	2022	\$ 5,000.00	
Alberta Conservation Association	Sulphur Lake Aeration	General	2023	\$ 5,000.00	
Alberta Conservation Association	Sulphur Lake Aeration	General	2024	\$ 5,000.00	
Alberta Winter Games					\$ 13,750.00
Alberta Winter Games	Alberta Winter Games Requisition		2004	\$ 13,750.00	
All Saints Anglican Church					\$ 28,500.00
All Saints Anglican Church	New foundation	Capital	2010	\$ 17,000.00	
All Saints Anglican Church	Repairs and landscaping for church	Capital	2013	\$ 5,000.00	
All Saints Anglican Church	Demolition of old church		2017	\$ 6,500.00	
All Saints Ukrainian Catholic Parish					\$ 11,200.00
All Saints Ukrainian Catholic Parish	Demolition of old church for public safety reasons	Capital	2017	\$ 6,500.00	
All Saints Ukrainian Catholic Parish	lawn mower	General	2017	\$ 4,700.00	
Burnt River Recreation Association					\$ 31,800.00
Burnt River Recreation Association	Lawn Mower	Capital	2006	\$ 10,750.00	
Burnt River Recreation Association	Playground Equipment	Capital	2007	\$ 3,900.00	
Burnt River Recreation Association	Utility Trailer	Capital	2007	\$ 4,400.00	
Burnt River Recreation Association	Covered Pole Shed at Burnt Lee Park	Capital	2014	\$ 6,250.00	
Burnt River Recreation Association	Subdivide Burnt Lee Park from SW22-83-1-W6M	General	2017	\$ 6,500.00	
Carter Camp Recreational Society					\$ 169,690.00
Carters Camp Recreational Society	Campground Upgrades	Capital	2006	\$ 7,500.00	
Carter Camp Recreational Society	Carter Camp crossing realignment Phase 1	General	2021	\$ 10,000.00	
Carter Camp Recreational Society	Carter Camp crossing realignment Phase 2	General	2021	\$ 87,190.00	
Carter Camp Recreational Society	New playground and campground completion	General	2024	\$ 65,000.00	
Cherry Canyon Agricultural Society					\$ 185,014.50
Cherry Canyon Agricultural Society	Facility Improvement Project	Capital	2007	\$ 14,965.00	
Cherry Canyon Agricultural Society	Fire tank	General	2010	\$ 10,000.00	
Cherry Canyon Agricultural Society	Oles Lake Playground Enhancement project	Capital	2011	\$ 17,600.00	
Cherry Canyon Agricultural Society	water repair & cement pad Roof Repair	Capital	2010/2012	\$ 11,000.00	
Cherry Canyon Agricultural Society	Additional Fire fighting equipment	General	2013	\$ 26,300.00	
Cherry Canyon Agricultural Society	Renovations to Cherry Canyon Hall	Capital	2016	\$ 25,000.00	
Cherry Canyon Agricultural Society	Fitness Centre Equipment	Capital	2016	\$ 12,479.50	
Cherry Canyon Agricultural Society	lawn mower	General	2019	\$ 4,500.00	
Cherry Canyon Agricultural Society	Playground	Capital	2020	\$ 22,000.00	
Cherry Canyon Agricultural Society	two Ball diamond dugouts	Capital	2020	\$ 5,000.00	
Cherry Canyon Agricultural Society	Hall Renovations (replacing windows, sidewalks and re-roofing half the building)	Capital	2021	\$ 20,000.00	
Cherry Canyon Agricultural Society	fire trailer tire replacement	General	2024	\$ 16,170.00	
Cherry Point Promotion Association					\$ 15,000.00
Cherry Point Promotion Association	Cherry Point Hall	Capital	2005	\$ 7,500.00	
Cherry Point Promotion Association	Hall repairs & Improvements	Capital	2011	\$ 5,000.00	
Cherry Point Promotion Association	Renovations and repairs to the Hall	Capital	2013	\$ 2,500.00	
Clear Hills Agricultural Multi-Plex Society (CHAMPS)					\$ 65,500.00
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Outdoor Arena & Motor Cross Track	Capital	2009	\$ 25,000.00	

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization	
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Improvements to Multi-Plex grounds	Capital	2012	\$ 15,500.00	\$ 50,000.00	
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Equipment to groom and maintain grounds, chutes for arena and a light plant/generator	Capital	2015	\$ 25,000.00		
Clear Hills Watershed Initiative						
Clear Hills Watershed Initiative	General Grant	General	2008	\$ 5,000.00	\$ 45,000.00	
Clear Hills Watershed Initiative	General Grant	General	2011	\$ 45,000.00		
Cleardale Agricultural Society						
Cleardale Agricultural Society	OHV Park	Capital	2005	\$ 50,000.00	\$ 178,580.00	
Cleardale Agricultural Society	Community Facilities Upgrades	Capital	2008	\$ 22,500.00		
Cleardale Agricultural Society	Move and set up replacement Salt & Pepper Club	Capital	2010	\$ 10,000.00		
Cleardale Agricultural Society	2 Zero Turn lawn mowers	General	2013	\$ 31,920.00		
Cleardale Agricultural Society	Power & water at OHV park	General	2016	\$ 40,160.00		
Cleardale Agricultural Society	Outdoor Skating Rink Upgrades	Capital	2016	\$ 12,000.00		
Cleardale Agricultural Society	Cemetery Sign Project	General	2018	\$ 2,000.00		
Cleardale Agricultural Society	Cleardale OHV Park Bandstand Project	Capital	2020	\$ 10,000.00		
Cleardale Community Enhancement Society						
Cleardale Community Enhancement Society	Construction of Seniors Housing	General	2016	\$ 1,967,688.42		\$ 2,349,675.81
Cleardale Community Enhancement Society	Paving parking lot at Seniors Housing	General	2017	\$ 150,000.00		
Cleardale Community Enhancement Society	Construction of Seniors Housing	General	2017	\$ 209,282.00		
Cleardale Community Enhancement Society	Construction of Seniors Housing	General	2018	\$ 22,705.39		
Cleardale Preschool						
Cleardale Preschool	Start up funds	General	2023	\$ 3,000.00	\$ 23,000.00	
Cleardale Preschool	2024 Operating Grant	CSSG	2024	\$ 20,000.00		
Cleardale Riders						
Cleardale Riders	4 Outhouses, horse bridge & wooden boardwalk	General	2024	\$ 41,000.00	\$ 41,000.00	
Crossroads Resource Centre						
Crossroads Resource Centre	Donation	FCSS	2004	\$ 6,000.00	\$ 6,000.00	
David Thompson Bible Camp						
David Thompson Bible Camp	Bathroom Building Improvements	Capital	2008	\$ 21,000.00	\$ 71,000.00	
David Thompson Bible Camp	Construction of new kitchen/dining facility	General	2024	\$ 50,000.00		
David Thompson Hall Society						
David Thompson Hall Society	Furnace	Capital	2006	\$ 5,000.00	\$ 46,500.00	
David Thompson Hall Society	Cement pad for Park Shelter	Capital	2010	\$ 4,500.00		
David Thompson Hall Society	New entrance steps and wheel chair ramp	Capital	2013	\$ 5,000.00		
David Thompson Hall Society	Fire Escape improvements	Capital	2014	\$ 11,500.00		
David Thompson Hall Society	Furnace replacements	Capital	2017	\$ 17,000.00		
David Thompson Hall Society	Geotechnical services	General	2023	\$ 3,500.00		
End of Steel Heritage Museum Society						
End of Steel Heritage Museum Society	Taxidermy Building	Capital	2004	\$ 40,000.00		\$ 317,038.58
End of Steel Heritage Museum Society	Museum Kitchen Renovations	Capital	2008	\$ 25,000.00		
End of Steel Heritage Museum Society	Blacksmith Shop	Capital	2009	\$ 25,000.00		
End of Steel Heritage Museum Society	Re-doing the inside of the Lubeck Hall Building	Capital	2011	\$ 23,400.00		
End of Steel Heritage Museum Society	Armed Forces Building Roof	Capital	2014	\$ 4,779.58		
End of Steel Heritage Museum Society	Construction of pole shed and purchase of a new lawn mower	Capital	2016	\$ 10,000.00		
End of Steel Heritage Museum Society	grant to digitize museum artifacts	General	2016	\$ 12,000.00		
End of Steel Heritage Museum Society	R&M of exterior log buildings & purchase of two tent shelters	Capital	2018	\$ 4,800.00		
End of Steel Heritage Museum Society	Upgrades to playground, floor in market shed & finishing Ukrainian Heritage house	Capital	2019	\$ 14,050.00		
End of Steel Heritage Museum Society	Lavatory trailer	General	2020	\$ 120,000.00		
End of Steel Heritage Museum Society	Museum & Park - various improvements (scope change 2021 dance floor to trappers cabin)	Capital	2020	\$ 11,009.00		
End of Steel Heritage Museum Society	General repairs	General	2023	\$ 27,000.00		
Eureka River Agricultural Society					\$ 75,000.00	

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization	
Eureka River Agricultural Society	Mower Playground	Unconditional General	2013	\$ 15,000.00	\$ 15,000.00	
Eureka River Agricultural Society		General	2023	\$ 60,000.00		
Eureka River Local Trappers 105					\$ 10,000.00	
Eureka River Local Trappers 105	Trappers Courses	General	2015	\$ 10,000.00	\$ 10,000.00	
Fairview & Area Learning Store					\$ 17,000.00	
Fairview & Area Learning Store	2006 Operating grant	FCSS	2006	\$ 2,000.00	\$ 17,000.00	
Fairview & Area Learning Store	General grant	General	2010	\$ 5,000.00		
Fairview & Area Learning Store	General grant	General	2011	\$ 5,000.00		
Fairview & Area Learning Store	General grant	General	2012	\$ 5,000.00		
Fairview & Area Learning Store	General grant	General	2012	\$ 5,000.00		
Fairview & Area Senior Check-In Line Society					\$ 105,275.00	
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2015	\$ 5,000.00	\$ 105,275.00	
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2017	\$ 7,500.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2018	\$ 3,000.00		
Fairview & Area Senior Check-In Line	2018 Operating grant	General	2018	\$ 8,500.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2019	\$ 3,500.00		
Fairview & Area Senior Check-In Line	2019 Operating grant	General	2019	\$ 8,500.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2020	\$ 4,900.00		
Fairview & Area Senior Check-In Line	2020 Operating Grant	General	2020	\$ 8,500.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2021	\$ 5,975.00		
Fairview & Area Senior Check-In Line	2021 Operating Grant	General	2021	\$ 6,000.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2022	\$ 4,500.00		
Fairview & Area Senior Check-In Line	2022 Operating Grant	General	2022	\$ 6,500.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2023	\$ 5,900.00		
Fairview & Area Senior Check-In Line	2023 Operating Grant	General	2023	\$ 6,000.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2023	\$ 1,000.00		
Fairview & Area Senior Check-In Line	2023 Operating Grant	General	2023	\$ 7,000.00		
Fairview & Area Senior Check-In Line	Senior Check-In Line	FCSS	2024	\$ 7,000.00		
Fairview & Area Senior Check-In Line	Seniors Social Connection Events	CSSG	2024	\$ 6,000.00		
Fairview & Area Senior Check-In Line	2025 Operating Grant	General	2025	\$ 7,000.00		
Fairview Community Restorative Justice						\$ 5,000.00
Fairview Community Restorative Justice	Training	General	2012	\$ 5,000.00		\$ 5,000.00
Fairview Co-op Seed Cleaning Plant						\$ 369,483.81
Fairview Co-op Seed Cleaning Plant	Gravity Table Funding		2005	\$ 15,483.81		\$ 369,483.81
Fairview Co-op Seed Cleaning Plant			2010	\$ 125,000.00		
Fairview Co-op Seed Cleaning Plant			2012	\$ 125,000.00		
Fairview Co-op Seed Cleaning Plant	Funds for upgrades		2015	\$ 104,000.00		
Fairview Curling Club					\$ 2,500.00	
Fairview Curling Club	curling stones replacement	Beyond Borders	2017	\$ 2,500.00	\$ 2,500.00	
Fairview Day Care & Playschool Society					\$ 150,000.00	
Fairview Day Care & Playschool Society	Construction of Day Care Facility	Beyond Borders	2016	\$ 150,000.00	\$ 150,000.00	
Fairview & District Victims Services					\$ 59,772.00	
Fairview & District Victims Services	Program Expansion Funding	General	2011	\$ 5,000.00	\$ 59,772.00	
Fairview & District Victims Services	2013 Operations	General	2013	\$ 5,000.00		
Fairview & District Victims Services	Funding Year 1 of 3	General	2014	\$ 4,924.00		
Fairview & District Victims Services	Funding Year 2 of 3	General	2015	\$ 4,924.00		
Fairview & District Victims Services	Funding Year 3 of 3	General	2016	\$ 4,924.00		
Fairview & District Victims Services	2018 Operating	General	2018	\$ 5,000.00		
Fairview & District Victims Services	2019 Operating	General	2019	\$ 5,000.00		
Fairview & District Victims Services	General Operating Grant	General	2020	\$ 5,000.00		
Fairview & District Victims Services	General Operating Grant	General	2021	\$ 5,000.00		
Fairview & District Victims Services	General Operating Grant	General	2022	\$ 5,000.00		

Based on information available on: 1/23/25

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization
Fairview & District Victims Services	General Operating Grant	General	2023	\$ 5,000.00	\$ 2,500.00
Fairview & District Victims Services	General Operating Grant	General	2024	\$ 5,000.00	
Fairview Lions Club					
Fairview Lions Club	Cummings Lake Music Fest	Beyond Borders	2019	\$ 2,500.00	\$ 130,272.00
George Lake Aquatic Recreation Association					
George Lake Aquatic Recreation Association	Campground Upgrade	Capital	2004	\$ 12,000.00	\$ 2,750.00
George Lake Aquatic Recreation Association	Washroom/Shower Facility	Capital	2008	\$ 25,000.00	
George Lake Aquatic Recreation Association	Installation of power to the camping stalls.	Capital	2012	\$ 12,272.00	
George Lake Aquatic Recreation Association	Playground	Capital	2015	\$ 25,000.00	
George Lake Aquatic Recreation Association	Upgrading existing power grid	Capital	2017	\$ 20,000.00	
George Lake Aquatic Recreation Association	Tractor & Campground upgrades	Capital	2019	\$ 36,000.00	
Hines Creek & District Figure Skating Club					
Hines Creek & District Figure Skating Club	Jumping Harness	Capital	2008	\$ 2,750.00	\$ 45,558.72
Hines Creek Composite School Parent Assoc.					
Hines Creek Composite School Parent Assoc.	Phys Ed & Music Equipment	Capital	2008	\$ 1,308.72	\$ 21,225.00
Hines Creek Composite School Parent Assoc.	Playground Equipment Replacement & Outside Seating area	Capital	2010	\$ 25,000.00	
Hines Creek Composite School Parent Assoc.	Playground pea gravel and retaining timbers	Capital	2011	\$ 9,000.00	
Hines Creek Composite School Parent Assoc.	Replacement score clock & shot clocks	Capital	2015	\$ 6,250.00	
Hines Creek Composite School Parent Assoc.	Hines Creek Composite Nutrition Program	CSSG	2024	\$ 4,000.00	
Hines Creek Composite School Parent Assoc.					
Hines Creek Curling Club					
Hines Creek Curling Club	new ceiling, lighting & ice scraper	Capital	2009	\$ 21,225.00	\$ 346,916.39
Hines Creek Golf & Country Association					
Hines Creek Golf & Country Association	Workshop	Capital	2006	\$ 15,000.00	\$ 42,896.24
Hines Creek Golf & Country Association	New Fairways	Capital	2007	\$ 13,085.00	
Hines Creek Golf & Country Association	Unknown	Capital	2008	\$ 17,337.50	
Hines Creek Golf & Country Association	Equipment replacement for a tractor and mowers	Capital	2010	\$ 25,000.00	
Hines Creek Golf & Country Association	automate part of irrigation system	Capital	2010/2012	\$ 25,000.00	
Hines Creek Golf & Country Association	temporary clubhouse	Capital	2013	\$ 27,300.00	
Hines Creek Golf & Country Association	Purchase 313.6 acres Rec Lease 910012	General	2014	\$ 131,500.00	
Hines Creek Golf & Country Association	Complete clubhouse	General	2016	\$ 25,000.00	
Hines Creek Golf & Country Association	Irrigation System Completion Project	Capital	2020	\$ 67,693.89	
Hines Creek Golf & Country Association		General			
Hines Creek Homesteader Lodge					
Hines Creek Homesteader Lodge	Handi Bus Replacement		2009	\$ 42,896.24	\$ 6,000.00
Hines Creek Municipal Library					
Hines Creek Municipal Library	Seniors, Parents & Tots Craft Supplies	CSSG	2024	\$ 6,000.00	\$ 26,000.00
Hines Creek Playchool Society					
Hines Creek Playchool Society	HC Playchool	FCSS	2014	\$ 5,000.00	\$ 15,000.00
Hines Creek Playchool Society	HC Playchool	FCSS	2015	\$ 8,000.00	
Hines Creek Playchool Society	HC Playchool	FCSS	2016	\$ 10,000.00	
Hines Creek Playchool Society	HC Playchool	FCSS	2023	\$ 3,000.00	
Hinterland Cemetery Company					
Hinterland Cemetery Company	Lawn mower, fence & storage	General	2019	\$ 15,000.00	\$ 3,150.00
Immaculate Heart of Mary Parish Cemetery					
Immaculate Heart of Mary Parish Cemetery	lawn mower	Capital	2017	\$ 3,150.00	\$ 188,900.00
Many Island Recreational Development Society					
Many Island Recreational Development Society	Campground Upgrades	Capital	2004	\$ 25,000.00	\$ 25,000.00
Many Island Recreational Development Society	Playground Equipment upgrade/replacement and solar lights	Capital	2010	\$ 25,000.00	
Many Island Recreational Development Society	Upgrade the bathrooms, bring the semi-dump into compliance with solar lights in the	Capital	2012	\$ 10,700.00	
Many Island Recreational Development Society	Unconditional Grant	Unconditional	2013	\$ 15,200.00	
Many Island Recreational Development Society	Generator	General	2015	\$ 6,000.00	

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization
Many Island Recreational Development Society	upto 8 seasonal lots & road	Capital	2019	\$ 32,000.00	
Many Island Recreational Development Society	Boat Launch improvements	General	2019	\$ 10,000.00	
Many Island Recreational Development Society	Loop road and 10 seasonal lots	Capital	2021	\$ 10,000.00	
Many Island Recreational Development Society	Playground	General	2023	\$ 40,000.00	
Many Island Recreational Development Society	Replacement of main washrooms	General	2024	\$ 15,000.00	\$ 50,000.00
Maskwa Medical Centre					
Maskwa Medical Centre	Construction of new medical clinic	Conditional	2024	\$ 50,000.00	\$ 4,000.00
Menno Simons Community School	Breakfast Program	FCSS	2007	\$ 4,000.00	\$ 24,830.00
Menno Simons Community School					
Menno Simons Community School	Menno Simons Community School Playground Improvement project	Capital	2011	\$ 24,830.00	\$ 4,000,000.00
Mighty Peace Wireless					
Mighty Peace Wireless	CHC/HC Community Infrastructure Fiber Optics Build-Out	Conditional	2024	\$ 4,000,000.00	\$ 15,834.00
Montagneuse Valley Cemetery Committee					
Montagneuse Valley Cemetery Committee	Chainlink Fence Cemetery #1	Capital	2009	\$ 5,667.00	
Montagneuse Valley Cemetery Committee	Chainlink Fence Cemetery #2	Capital	2009	\$ 6,167.00	
Montagneuse Valley Cemetery Committee	Survey to map existing and future plots	General	2022	\$ 4,000.00	
Municipal District of Fairview No. 136					
Municipal District of Fairview No. 136	Fairview Airport Terminal	Conditional	2015	\$ 67,000.00	
Municipal District of Fairview No. 136	2017 airport contribution		2017	\$ 47,672.75	
Municipal District of Fairview No. 136	Automated Weather Observation System (AWOS) at the Fairview Airport.	BBG	2023	\$ 16,641.89	
Municipal District of Fairview No. 136	Fairview Airport runway overlay	General	2024	\$ 100,000.00	
North Peace Forage Association					
North Peace Forage Association	Beef Value Chain Program		2004	\$ 5,000.00	\$ 5,000.00
Peace Country Pork Management Group					
Peace Country Pork Management Group	Economic Development Grant		2005	\$ 100,000.00	\$ 100,000.00
Peace River School Division					
Peace River School Division	Trades Training	FCSS	2008	\$ 45,000.00	
Peace River School Division		FCSS	2010	\$ 20,655.00	
Peace River School Division		FCSS	2011	\$ 69,200.00	
Peace River School Division			2012	\$ 12,528.93	
Peace River School Division		FCSS	2012	\$ 72,069.00	
Peace River School Division		FCSS	2013	\$ 72,069.00	
Peace River School Division		FCSS	2013	\$ 45,000.00	
Peace River School Division			2014	\$ 42,000.00	
Peace River School Division			2014	\$ 45,000.00	
Peace River School Division			2015	\$ 19,750.00	
Peace River School Division		FCSS	2016	\$ 65,000.00	
Peace River School Division			2016	\$ 34,906.54	
Peace River School Division	Trades Training		2016	\$ 143,617.57	
Peace River School Division	H.C. School Parking Lot Expansion	FCSS	2017	\$ 56,791.00	
Peace River School Division			2017	\$ 55,360.58	
Peace River School Division	Trades Training	FCSS	2018	\$ 6,500.00	
Peace River School Division	Trades Training		2018	\$ 64,525.64	
Peace River School Division	Menno Simons School		2018	\$ 2,079,664.03	
Peace River School Division		FCSS	2019	\$ 65,000.00	
Peace River School Division	Trades Training		2019	\$ 84,615.00	
Peace River School Division	Menno Simons School		2019	\$ 583,658.97	
Peace River School Division		FCSS	2020	\$ 44,530.00	
Peace River School Division	Menno Simons School		2020	\$ 15,525.00	

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization		
Peace River School Division	Worsley School Parking Lot Paving	FCSS	2020	\$ 199,000.00	\$ 35,000.00		
Peace River School Division	Trades Training		2021	\$ 92,274.00			
Peace River School Division	Trades Training		2021	\$ 45,000.00			
Peace River School Division	Trades Training		2022	\$ 75,525.00			
Peace River School Division	Trades Training		2023	\$ 80,000.00			
Peace River School Division	Trades Training	2024	\$ 70,000.00				
Peace Valley Snow Riders					\$ 35,000.00		
Peace Valley Snow Riders	Recreation	General	2013	\$ 10,000.00			
Peace Valley Snow Riders	Clean up funding		2016	\$ 5,000.00			
Peace Valley Snow Riders	Hines Creek Trail		2018	\$ 20,000.00			
Phillip J. Currie Dinosaur Museum					\$ 5,000.00		
Phillip J. Currie Dinosaur Museum	2019 Operating	General	2019	\$ 5,000.00			
SHARE Radio Broadcasting Association					\$ 9,288.00		
SHARE Radio Broadcasting Association	Additional transmitter and receiver site in Cleardale	Capital	2010	\$ 5,000.00			
SHARE Radio Broadcasting Association	Additional transmitter and receiver		2011	\$ 4,288.00			
SHARE Radio Broadcasting Association					\$ 1,235,000.00		
SHARE Radio Broadcasting Association	Donation	General	2007	\$ 25,000.00			
SHARE Radio Broadcasting Association	Donation		2008	\$ 25,000.00			
SHARE Radio Broadcasting Association	Donation		2009	\$ 25,000.00			
SHARE Radio Broadcasting Association	Donation		2010	\$ 25,000.00			
SHARE Radio Broadcasting Association	Donation		2011	\$ 50,000.00			
SHARE Radio Broadcasting Association	Donation		2012	\$ 50,000.00			
SHARE Radio Broadcasting Association	Donation		2013	\$ 50,000.00			
SHARE Radio Broadcasting Association	Donation		2014	\$ 50,000.00			
SHARE Radio Broadcasting Association	Donation		2015	\$ 75,000.00			
SHARE Radio Broadcasting Association	Donation		2016	\$ 75,000.00			
SHARE Radio Broadcasting Association	Donation		2017	\$ 75,000.00			
SHARE Radio Broadcasting Association	Donation		2018	\$ 100,000.00			
SHARE Radio Broadcasting Association	Donation		2019	\$ 100,000.00			
SHARE Radio Broadcasting Association	Donation		2020	\$ 110,000.00			
SHARE Radio Broadcasting Association	Donation		2021	\$ 100,000.00			
SHARE Radio Broadcasting Association	Donation		2022	\$ 100,000.00			
SHARE Radio Broadcasting Association	Donation		2023	\$ 100,000.00			
SHARE Radio Broadcasting Association	Donation		2024	\$ 100,000.00			
Swiftanok Ukrainian Dance Company							\$ 20,000.00
Swiftanok Ukrainian Dance Company	Ukrainian Heritage Preservation building at the End of Steel Museum		Capital	2013		\$ 20,000.00	
Town of Fairview							\$ 320,709.94
Town of Fairview	Sirolli 3 Year Fund Agreement		Beyond Borders	2001		\$ 10,000.00	
Town of Fairview	Sirolli Deficit			2002		\$ 3,826.44	
Town of Fairview	Fairview Aquatic Center Donation			2003		\$ 150,000.00	
Town of Fairview	Cascade Bottle System	2005		\$ 4,815.00			
Town of Fairview	Fairview & District Ambulance	2007		\$ 9,901.93			
Town of Fairview	Medical clinic expansion	2010		\$ 36,666.67			
Town of Fairview	Unknown (rock wall?)	2010		\$ 20,000.00			
Town of Fairview	Economic Development - Airport	2012		\$ 8,000.00			
Town of Fairview	Pool Resurfacing	2015		\$ 15,000.00			
Town of Fairview	Pool Resurfacing Phase II	2018		\$ 7,500.00			
Town of Fairview	Waterslide Repairs	2023		\$ 40,000.00			
Town of Fairview	Refurbishing slide stairs & supports	2024		\$ 15,000.00			
Village of Hines Creek						\$ 48,920.00	

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization	
Village of Hines Creek	HC Playground	Capital	2005	\$ 18,920.00	\$ 11,000.00	
Village of Hines Creek	Arena Upgrade Project	Capital	2006	\$ 25,000.00		
Village of Hines Creek	Hines Creek Fitness Centre	Capital	2006	\$ 5,000.00		
Whitelaw Ag Society						
Whitelaw Ag Society	Hall entry & parking repairs	Beyond Borders	2019	\$ 10,000.00	\$ 275,000.00	
Whitelaw Ag Society	55 ft x 14 ft concrete pad	General	2024	\$ 1,000.00		
Worsley Agricultural Society						
Worsley Agricultural Society	Arena Renovations	Capital	2006	\$ 50,000.00	\$ 22,500.00	
Worsley Agricultural Society	Improvements to the Worsley Arena	Capital	2011	\$ 25,000.00		
Worsley Agricultural Society	Bike & Skate Park	Capital	2012	\$ 25,000.00		
Worsley Agricultural Society	Worsley Arena upgrades & repairs	General	2015	\$ 100,000.00		
Worsley Agricultural Society	Arena Roof & other repairs	General	2019	\$ 60,000.00		
Worsley Agricultural Society	replacement arena furnace	General	2024	\$ 5,000.00		
Worsley Agricultural Society	Tobogganing hill & skating pond project	Conditional	2024	\$ 10,000.00		
Worsley Central School						
Worsley Central School	Breakfast Program	FCSS	2008	\$ 5,000.00		\$ 43,500.00
Worsley Central School	Anti Bullying Program	FCSS	2008	\$ 3,700.00		
Worsley Central School	Healthy Choices Program	FCSS	2009	\$ 10,000.00		
Worsley Central School	Education Preventative Program	FCSS	2009	\$ 3,800.00		
Worsley Central School Parent Council						
Worsley Central School Parent Council	Renovations to kitchen to a three (3) basin sink	Capital	2010	\$ 2,500.00	\$ 6,000.00	
Worsley Central School Parent Council	Capital Grant	Capital	2012	\$ 25,000.00		
Worsley Central School Parent Council	Basketball court pavement	Capital	2015	\$ 16,000.00		
Worsley Central School Parent Society						
Worsley Central School Parent Society	Coaching for Life	CSSG	2024	\$ 6,000.00	\$ 13,500.00	
Worsley Chamber of Commerce						
Worsley Chamber of Commerce	Town Center Beautification	Capital	2004	\$ 10,000.00	\$ 300,000.00	
Worsley Chamber of Commerce	13 x 13 ft granary gazebo	Conditional	2024	\$ 3,500.00		
Worsley Clear Hills Ski Club						
Worsley Clear Hills Ski Club	Chair Lift Project	Capital	2007	\$ 250,000.00	\$ 15,000.00	
Worsley Clear Hills Ski Club	Magic Carpet Conveyor Lift	Capital	2020	\$ 50,000.00		
Worsley & District Health Promotion Society						
Worsley & District Health Promotion Society	Grant for furniture for nurses residence		2009	\$ 15,000.00	\$ 188,812.50	
Worsley Early Childhood Education Foundation						
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2012	\$ 8,875.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2013	\$ 8,875.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2014	\$ 9,000.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2015	\$ 10,000.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2016	\$ 16,000.00		
Worsley Early Childhood Education Foundation	Preschool Playground	Capital	2016	\$ 10,000.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2017	\$ 15,000.00		
Worsley Early Childhood Education Foundation	storage shed	Capital	2017	\$ 3,517.50		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2018	\$ 13,000.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2019	\$ 12,000.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2020	\$ 17,145.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2022	\$ 14,000.00		
Worsley Early Childhood Education Foundation	Worsley Preschool	FCSS	2023	\$ 23,100.00		
Worsley Early Childhood Education Foundation	2024 Operating Funds	CSSG	2024	\$ 28,300.00		
Worsley Historical & Cultural Association						
Worsley Historical & Cultural Association	Farr House Restoration	Capital	2004	\$ 12,500.00	\$ 100,000.00	

Grant History
2004 to Present

Organization	Project	Grant Type	Year	Amount	Total by Organization	
Worsley Historical & Cultural Association	Workshop	Capital	2005	\$ 12,500.00	\$ 60,290.00	
Worsley Historical & Cultural Association	Moving the Basnett store from Eureka River to the Museum's Heritage Farm Site.	Capital	2012	\$ 25,000.00		
Worsley Historical & Cultural Association	United Church building at Worsley Museum site	Capital	2017	\$ 25,000.00		
Worsley Historical & Cultural Association	Museum site improvements & upgrades	Capital	2019	\$ 25,000.00		
Worsley Mommy & Me						
Worsley Mommy & Me	Mommy & Me Program	FCSS	2012	\$ 8,000.00	\$ 94,975.00	
Worsley Mommy & Me	Mommy & Me Program	FCSS	2013	\$ 8,000.00		
Worsley Mommy & Me	Mommy & Me Program	FCSS	2014	\$ 9,000.00		
Worsley Mommy & Me	Mommy & Me Program	FCSS	2015	\$ 8,000.00		
Worsley Mommy & Me	Mommy & Me Program	FCSS	2016	\$ 8,000.00		
Worsley Mommy & Me	Mommy & Me Program	FCSS	2017	\$ 7,000.00		
Worsley Mommy & Me	Mommy & Me Program	FCSS	2018	\$ 2,290.00		
Worsley Pioneer Club						
Worsley Pioneer Club	Handibus Purchase	General	2019	\$ 94,975.00	\$ 9,525.67	
Worsley Reinland Mennonite Church						
Worsley Reinland Mennonite Church	Construction of cement pad	Capital	2024	\$ 9,525.67	\$ 38,650.00	
Worsley Volunteer Fire Fighters' Society						
Worsley Volunteer Fire Fighters' Society	Fitness Equipment	Capital	2007	\$ 13,650.00	\$ 732,050.00	
Worsley Volunteer Fire Fighters' Society	New Playground Equipment	Capital	2012	\$ 25,000.00		
Youth Enhancement Society of Hines Creek						
Youth Enhancement Society of Hines Creek		FCSS	2008	\$ 45,000.00	\$ 732,050.00	
Youth Enhancement Society of Hines Creek		FCSS	2009	\$ 24,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2009	\$ 48,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2010	\$ 85,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2011	\$ 30,800.00		
Youth Enhancement Society of Hines Creek		FCSS	2012	\$ 45,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2013	\$ 45,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2014	\$ 35,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2015	\$ 85,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2016	\$ 45,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2017	\$ 30,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2018	\$ 33,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2019	\$ 35,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2020	\$ 44,500.00		
Youth Enhancement Society of Hines Creek		FCSS	2021	\$ 10,250.00		
Youth Enhancement Society of Hines Creek		FCSS	2022	\$ 22,000.00		
Youth Enhancement Society of Hines Creek		FCSS	2023	\$ 30,000.00		
Youth Enhancement Society of Hines Creek		CSSG	2024	\$ 39,500.00		
	2024 Operating Funds					
				Total:		\$ 17,673,913.06

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Library Funding Discussion
File:	74-02-02

DESCRIPTION:

During the grant review at the October 22, 2024 Regular Council Meeting, Council asked to have library funding brought back to a future Council meeting.

BACKGROUND / PROPOSAL:

The library funding was presented to Council at the November 12, 2024 Regular Council Meeting. At that time Council wanted to gather more information from Peace Library System and made the following motion:

C588-24(11-12-24) RESOLUTION by Councilor Hansen to table the discussion regarding library funding until a future Council Meeting. **CARRIED.**



INTERIM BUDGET: \$54,200.00

ATTACHMENTS:

- November 14, 2024 Email to Reeve Bean from Peace Library System
- January 13, 2025 Email from Peace Library System
- Library Expenses & Grant Funding History (2020 – 2024)
- Policy 7006 – Library Funding Policy
- Policy 7007 – Library Conference Funding

RECOMMENDED ACTION:

RESOLUTION by ... that Council...

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

From: Louisa Robison <lrobison@peacelibrarysystem.ab.ca>
Sent: Thursday, November 14, 2024 3:20:51 PM
To: Amber Bean <True North Strong@outlook.com>
Subject: Clear Hills County operating grant split

The operating grant split instructions that we have are as follows:

Clear Hills County	3023	\$ 16,928.80	26.10%	\$ 3,821.32	\$ 1,910.66
\$1000 plus split	0.08	\$ 3,785.76	2.09%	\$ 35.56	\$ 1,428.44
split Bear Canyon					
split Fairview	0.16	\$ 2,785.76	4.18%	\$ 71.11	\$ 1,450.66
split Hines Creek	0.26	\$ 2,785.76	6.79%	\$ 115.56	\$ 1,952.88
\$1000 plus split	0.27	\$ 3,785.76	7.05%	\$ 120.00	\$ 1,943.99
\$1000 plus split	0.23	\$ 3,785.76	6.00%	\$ 102.22	
split Menno Simons					
split Worsley					

So what that means is that Clear Hills gets \$16,928.80 from the province. Bear Canyon, Menno Simons and Worsley get \$1000 each off the top, reducing the pool to \$13,928.80. Then, that pool is split 5 ways evenly. So Bear Canyon, Menno Simons and Worsley each get \$3,785.76, Fairview and Hines Creek get \$2,785.76. BUT the province has also included a "top up" which they did not designate how to split, so it was left to the municipalities to decide how they wanted to do that. They decided by population, so that top up split is the 8%, 16%, 26%, 27% and 23%. Those are added to the operating grant split and then paid out twice per year. So the number at the end is what each library receives in January and July.

Make sense? 🤔

Louisa Robison, BA MLIS
 CEO, Peace Library System
 8301 110 street
 Grande Prairie, AB T8W 6T2
 780-538-4656 x102
 825-345-2980 mobile



Lori Jobson

From: Louisa Robison <lrobison@peacelibrarysystem.ab.ca>
Sent: January 13, 2025 10:54 AM
To: Lori Jobson
Cc: Amber Beam
Subject: RE: Questions Regarding Libraries & PLS Requisition
Attachments: PRSD.pdf; CHC MA250113104641.pdf; BOARD SERVICES AGREEMENT250113104431.pdf

Hi Lori:

I can only answer your questions as they pertain to Peace Library System, I don't know about agreements outside that structure, but here's what I can tell you:

Funding

1. Libraries receive an operating grant from the province, but their major funding comes from the municipality. The provincial funding is \$5.60 per capita, and they base your population on the 2019 population estimates, so 3,023 population. I don't know what your municipality gives your libraries for operating funds.
2. Your levy is based again on Government of Alberta population estimates. Our master agreement says we use the most recent population estimates, which for this year is May 2023. The data tables we base this on are here: <https://open.alberta.ca/opendata/alberta-population-estimates-data-tables> The levy is decided by the Board every year, ensuring that the system has enough funds to operate. The levy for 2025 is \$7.01/capita. In addition to that, there is a second element of the levy, which is the allotment, money that is set aside from the membership fee and used to ensure that libraries have funds to order new materials. It's \$2.75/capita, with 50 cents per capita earmarked for e-resource purchasing. The rest is set aside for your 3 libraries to make purchases.
3. Aside from the allotment of \$2.25/capita set aside for resource purchasing, the library spends its funds according to its approved budget. We have no say in how libraries spend that money, it's up to their Board, or in your case, your advisory committees for each library. The Peace Library Board functions as your board of record for government and paperwork purchases, but we do not do the day-to-day operating decisions, only policy. The day-to-day is done by the advisory committee.
4. See above
5. Any programs, food banks, etc., that libraries run out of their library are decided upon, run by and funded by the library itself. They sometimes get grants to support them, I know GPPL sometimes get grants to fund their little free pantry.

Agreements – attached

Reporting – Yes, every library board has to file an annual report with the Public Library Services Branch of Municipal Affairs before 31 March in order to qualify for their operating grant. We file those reports on behalf of our service points, which Clear Hills County is, and our consultants are in close contact with the library managers to make sure we have the information we need to get it filed in plenty of time.

If you have any questions at all, please let me know. I can come and talk to you and/or your council as well, any time.

Louisa Robison, BA, MLIS

CEO, Peace Library System

P 587-407-0434

C 825-345-2980

E lrobison@peacelibrarysystem.ab.ca

8301-110 Street, Grande Prairie, AB T8W 6T2

PeaceLibrarySystem.ab.ca



From: Lori Jobson <Lori@clearhillscounty.ab.ca>
Sent: January 10, 2025 8:39 AM
To: Louisa Robison <lrobison@peacelibrarysystem.ab.ca>
Cc: Amber Bean <True_North_Strong@outlook.com>
Subject: Questions Regarding Libraries & PLS Requisition

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Louisa,

Our Council is reviewing the grant funding the County gives to our local libraries, and this has brought up a few questions that I'm hoping you can help answer.

Funding:

- 1) What funding do the local libraries receive and from what sources?
- 2) How are our requisition payments allocated?
- 3) How are the funds spent? i.e. supplies, programming, rent, staff etc.
- 4) Who decides how the funds are spent?
- 5) I understand that some libraries have extra programming such as food banks, clothing swaps etc. who funds these programs?

Agreements:

- 1) Are you able to provide me with a copy of the agreement between the County and PLS?
- 2) Are you able to provide me with a copy of the agreement between PRSD & PLS?

Reporting:

- 1) Are the libraries required to provide PLS with any year end reporting?

I appreciate any information you are able to provide.

Thank you,

Lori Jobson

Corporate Services Manager
Clear Hills County
Box 240
Worsley, AB T0H 3W0
Telephone 780-685-3925 Ext. 105
Fax 780-685-3960

Library Expenses & Grant Funding History

2020 - 2024

Annual Library Expenses	2020	2021	2022	2023	2024
Library Grant Funding - \$4,500 per library	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00
Library Grant Funding - Fairview Library	500.00	500.00	500.00	500.00	500.00
Peace Library System Requisition	29,880.54	29,880.54	31,728.92	31,294.02	32,434.18
Liability Insurance for Libraries (BP,MS & W&D)	632.18	662.32	1,159.80	1,183.70	1,259.54
Recreation Board Operating Grants Funds					
Bear Point Library	4,449.60	4,449.60	5,984.40	5,938.80	5,894.40
Menno Simons Community Library	4,449.60	4,449.60	5,984.40	5,938.80	5,894.40
Hines Creek Municipal Library	4,449.60	4,449.60	5,984.40	5,938.80	5,894.40
Worsley & District Library	4,449.60	4,449.60	5,984.40	5,938.80	5,894.40
Recreation Board Operating Grant Funding Total	17,798.40	17,798.40	23,937.60	23,755.20	23,577.60
Approximate Grant Funding Per Library					
Bear Point Library	8,949.60	8,949.60	10,484.40	10,438.80	10,394.40
Menno Simons Community Library	8,949.60	8,949.60	10,484.40	10,438.80	10,394.40
Hines Creek Municipal Library	8,949.60	8,949.60	10,484.40	10,438.80	10,394.40
Worsley & District Library	8,949.60	8,949.60	10,484.40	10,438.80	10,394.40
Fairview Public Library	500.00	500.00	500.00	500.00	500.00
Approximate Grant Funding Per Library Total	36,298.40	36,298.40	42,437.60	42,255.20	42,077.60



Clear Hills County

Effective Date: OCTOBER 13, 2020	Policy Number: 7006
Title: LIBRARY FUNDING POLICY	

1. Policy Statement

- 1.1. Clear Hills County recognizes the value of the services offered by the public libraries and will provide funds to maintain service levels and current technology, separate from the funding provided under the Peace Library System funding agreement.
- 1.2. Clear Hills County will provide funds in the operating budget for these purposes.

2. General

- 2.1. Clear Hills County will provide \$4,000 of unconditional funding annually to each of the following four local libraries:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library
- 2.2. Clear Hills County will provide \$500 of operating funding annually to each of the following five local libraries to prevent reduction of service levels:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library
 - Fairview Public Library
- 2.3. This funding will be distributed directly to each of the libraries by March 31 of the current fiscal year

3. End of Policy

ADOPTED

Resolution: C172(02/22/11)

Date: February 22, 2011

AMENDED:

Resolution: C674-16(11/23/16)

Date: November 23, 2016

Resolution: C489-20 (10/13/20)

Date: October 13, 2020



Clear Hills County

Effective Date: November 12, 2014	Policy Number: 7007
Title: LIBRARY CONFERENCE FUNDING	

2022 note – based on success of the virtual conferences PLS is considering staying with a virtual platform. If this happens there will be no cost incurred by the librarians or directors so this policy could be discontinued.

1. Policy Statement

- 1.1. Clear Hills County may provide funding support for local librarians or library trustees to attend the annual Peace Library System Conference.

2. General

- 2.1. Council may annually during budget deliberations, establish a budget for attendance at the annual Peace Library System Conference.

3.1 Eligible Libraries

- Cherry Canyon
- Menno Simons Community School
- Worsley
- Hines Creek

- 4.1 Librarians and Trustees attending the annual Conference will notify the County of their intent and will be responsible for the registering and paying all costs then submitting a statement of expenses and copies of detailed receipts for reimbursement of eligible expenses.

5.1 Eligible Expenses for Reimbursement

- Mileage, round trip
- Motel Room costs
- Registration fees for conference and breakout sessions.

3. End of Policy

ADOPTED
Resolution C772-14 (11/12/14)

Date: November 12, 2014



Peace Library System Conference Reimbursement Schedule "A"

Name: _____

Address: _____

Phone: _____

Library: _____

Position with Library: _____

Registration fees*: _____

Mileage (km): _____

Accommodation*: _____

Meals*: _____

TOTAL: _____

*Including GST

Did you attach the copies of your receipts?

Return to Clear Hills County by:

Mail: Clear Hills County
Box 240
Worsley, AB
T0H 3W0

Fax: 780-685-3925

Email: Lori@clearhillscounty.ab.ca

If you require any assistance please contact the County office at 780-685-3925.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Additional Named Insured Request
File Code:	12-05-03

DESCRIPTION:

Administration has received requests from three not for profit organizations asking to be added as Additional Named Insureds (ANI) on the County's insurance policies.

BACKGROUND / PROPOSAL:

Per Policy 1226 – Additional Named Insureds Program “requests for addition to the County's insurance policies must be in writing and approved by resolution of Council.”

The County currently has 12 Additional Named Insureds on our insurance policies.

ATTACHMENTS

- January 9, 2025 letter from Cherry Canyon Agricultural Society
- January 22, 2025 email from Cleardale Riders & Valley Riders Saddle Club
- Policy 1226 – Additional Named Insureds Program
- Current list of Additional Named Insureds

RECOMMENDED ACTION:

RESOLUTION by ... that Council approves the addition of the Cherry Canyon Agricultural Society, the Cleardale Riders Club, and the Valley Riders Saddle Club as Additional Named Insureds on the County's insurance policies.

OR

RESOLUTION by ... that Council denies the addition of the Cherry Canyon Agricultural Society, the Cleardale Riders Club, and the Valley Riders Saddle Club as Additional Named Insureds on the County's insurance policies.

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

Cherry Canyon Agricultural Society
Box 60
Bear Canyon, T0H 0B0
cherrycanyonagsociety@outlook.com
780 897 5361

Jan 9, 2025

Clear Hills County Council
313 Alberta Ave
PO box 240
Worsley, AB

Dear Clear Hills County

I hope this letter finds you well. I am writing on behalf of Cherry Canyon Agricultural Society/Cherry Canyon Hall to formally request that our facility be added to the Clear Hills County Council's additional insurance coverage.

We kindly ask for your approval to have our hall added to the existing insurance plan under the county. If there are any forms or documentation required from our end to facilitate this process, please let us know, and we will be happy to provide them promptly.

Thank you for considering our request. We look forward to your positive response and continued support for our community initiatives. Should you need any further information, please do not hesitate to contact me at 780 897 5361 or cjames938@hotmail.com

Sincerely,



Candice Stevenson
Secretary
Cherry Canyon Agricultural Society

Lori Jobson

From: Sandy Richardson <sandyrich2323@gmail.com>
Sent: January 22, 2025 12:46 PM
To: Lori Jobson
Subject: Insurance

Hi Lori

I'm inquiring about having the Cleardale Riders and Valley Riders Saddle Club running insurance under the Clearhills County. Let me know if you require any other info!

From Sandy Richardson
CRC Secretary
VRSC Secretary
Sent from my iPhone



Clear Hills County

Effective Date: October 27, 2020	Policy Number 1226
Title: Additional Named Insureds Program	

1. Policy Statement:

- 1.1. Clear Hills County may allow registered not for profit community groups, located within Clear Hills County, to purchase insurance under the County insurance policies as an Additional Named Insured (ANI).

2. Purpose:

- 2.1. To provide an affordable insurance option to registered not for profit community groups.

3. Conditions

- 3.1. Requests for addition to the County's insurance policies must be in writing and must be approved by resolution of Council.
- 3.2. All applications must be approved by the County's insurance provider.
- 3.3. Additional Named Insured's must sign a memorandum of agreement between themselves and the County.
- 3.4. Additional Named Insured's will be invoiced by the County for the cost of their insurance premiums. Any Additional Named Insured's who have insurance invoices/finance charges that remain unpaid for more than 60 days will have their insurance coverage cancelled and will no longer be able to participate in the County's ANI program.
- 3.5. ANI insurance policies will be renewed on an annual basis. Should an Additional Named Insured require significant adjustments to its policy coverage due to change in operations, facilities etc., they shall contact, in writing, the County in advance of these changes being implemented.
- 3.6. Additional Named Insured's must have representation at ANI insurance/risk management training and workshops if such workshops are presented within the jurisdiction of the County.
- 3.7. Additional Named Insured's must send copies of their minutes to the County within 30 days of their meetings.

- 3.8. All incidents, no matter how minor they appear, that occur at or through the Additional Named Insured's operations or premises, are to be reported directly to the County within 48 hours of detection.
- 3.9. Additional Named Insured's will not engage in any activity that differs from its current and regular course of operations, without notification to the County.
- 3.10. Additional Named Insured's must fully complete and return all questionnaires, information requests etc. requested by the County and the County's insurance provider, by the deadlines set out in the request. Failure to fully complete and return these information requests by the required deadlines will result in the cancellation of the Additional Named Insured's insurance coverage and the Additional Named Insured will no longer be able to participate in the County's ANI program.
- 3.11. Clear Hills County and the County's insurance provider reserves the right to terminate any policy obtained via "additional insured" coverage by issuance of 30 days written notice commencing the date of the issuance of the written notice.

4. End of Policy

ADOPTED:

Resolution C563-20(10-27-20)

Date: October 27, 2020

<u>Member #</u>	<u>Named Insured</u>	<u>ANI/AI</u>	<u>Additional Named Insured Name</u>
M021	Clear Hills County	Additional Named Insured	Burnt River Recreation Association
M021	Clear Hills County	Additional Named Insured	Carter Camp Recreational Society
M021	Clear Hills County	Additional Named Insured	David Thompson Hall Society
M021	Clear Hills County	Additional Named Insured	End of Steel Heritage Society
M021	Clear Hills County	Additional Named Insured	George Lake Aquatic Recreation Association
M021	Clear Hills County	Additional Named Insured	Hines Creek Golf & Country Association
M021	Clear Hills County	Additional Named Insured	Many Islands Recreation Development Society
M021	Clear Hills County	Additional Named Insured	Peace Library System
M021	Clear Hills County	Additional Named Insured	Worsley Clear Hills Ski Club
M021	Clear Hills County	Additional Named Insured	Worsley Pioneer Club
M021	Clear Hills County	Additional Named Insured	Hines Creek Homesteader Lodge Residents Association

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Sponsorship Request – Women in the North Conference
File:	71-10-02

DESCRIPTION:

Community Futures Peace Country is requesting sponsorship for the upcoming Women in the North Conference.

BACKGROUND:

The County has sponsored the Women in the North Conference for many years.

Year	Sponsorship Amount
2011	\$250.00
2013	\$300.00
2014	\$300.00
2015	\$300.00
2016	\$300.00
2017	\$300.00
2018	\$300.00
2022	\$300.00
2023	\$300.00

ATTACHMENTS:

- January 10, 2025 letter from Community Futures Peace Country
- Policy 7005 – Sponsorship Funding

RECOMMENDATION:

1. **RESOLUTION** by... to approve sponsorship in the amount of \$_____ for the upcoming Women in the North Conference with funds coming from the Rate Stabilization Reserve.

OR

2. **RESOLUTION** by... to deny Community Futures Peace Country's sponsorship request .

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

January 10, 2025

Clear Hills County
Box 240
Worsley, Alberta
T0H 3W0

We are excited to invite you to partner with Community Futures Peace Country as a sponsor for the upcoming Women in the North (WIN) Conference. This event will take place on May 6, 2025, in Manning and May 8, 2025, in Peace River.

Our focus this year is Team Building, and our workshops include: 16Personalities, AI in Practice, Self-Defense and Conflict Resolution, led by highly qualified leaders in the field. With very timely and relevant topics, this year's conference is an excellent way for employers to provide high-quality and relatively inexpensive team-building opportunities for employees. In addition to these expert-led workshops, attendees can look forward to networking opportunities, door prizes, giveaways, and a catered lunch. Your support will not only enhance the conference experience but also contribute significantly to fostering a stronger business community. We hope that organizations can send as many ladies as possible for maximum benefit.

General or specific sponsorship opportunities are available:

- Coffee and Snacks: \$250
- Venue Sponsorship: \$500
- Lunch Sponsorship: \$750
- Participant Giveaways: \$1000

Contributing partners will be recognized on the Women in the North website, digital and printed conference programs, slideshow, and the Women in the North Instagram and Facebook pages.

Community Futures is dedicated to serving entrepreneurs, recognizing that women in business face unique challenges, particularly the need to balance work and home life, often leaving little time for professional development. For more information, please contact us at eventspsc@albertacf.com or 780-624-1161. Thank you in advance for your consideration.

Sincerely,

Vanessa Burns
Communications Coordinator/Projects Lead
Community Futures Peace Country
780-624-1161 or eventspsc@albertacf.com.

Growing communities one idea at a time.



Clear Hills County

Effective Date: May 25, 2010

Policy Number: 7005

Title: **SPONSORSHIP FUNDING POLICY**

1. Policy Statement

- 1.1. Clear Hills County may provide sponsorship funding to conferences and workshops of benefit to County residents, and establish a system for evaluating sponsorship requests.

2. General

- 2.1. Council may annually during budget deliberations, establish a budget for conference and workshop sponsorship funding.

3. Applications

- 3.1. Requests for sponsorship will be accepted throughout the year.
- 3.2. Requests will be evaluated as received and presented to Council for consideration.
- 3.3. Requests shall include the following information or documentation:
 - A clear statement of the purpose of the conference or workshop
 - Amount of funding requested
- 3.4. The following criteria will be used to determine eligibility of funding:
 - Conference or Workshop must be held within the North West Region of the province which is defined as: Municipal District of Greenview the Southern most portion, Municipal District of Big Lakes and Northern Sunrise County the most Easterly portions, Mackenzie County the most Northern portion and inclusive of all other municipalities within these boundaries to the British Columbia Border. A map of the eligible area is attached as Schedule A.
 - Contribution to the education or economic development opportunities for county based:
 - Entrepreneurs
 - Agricultural producers
 - Business owners

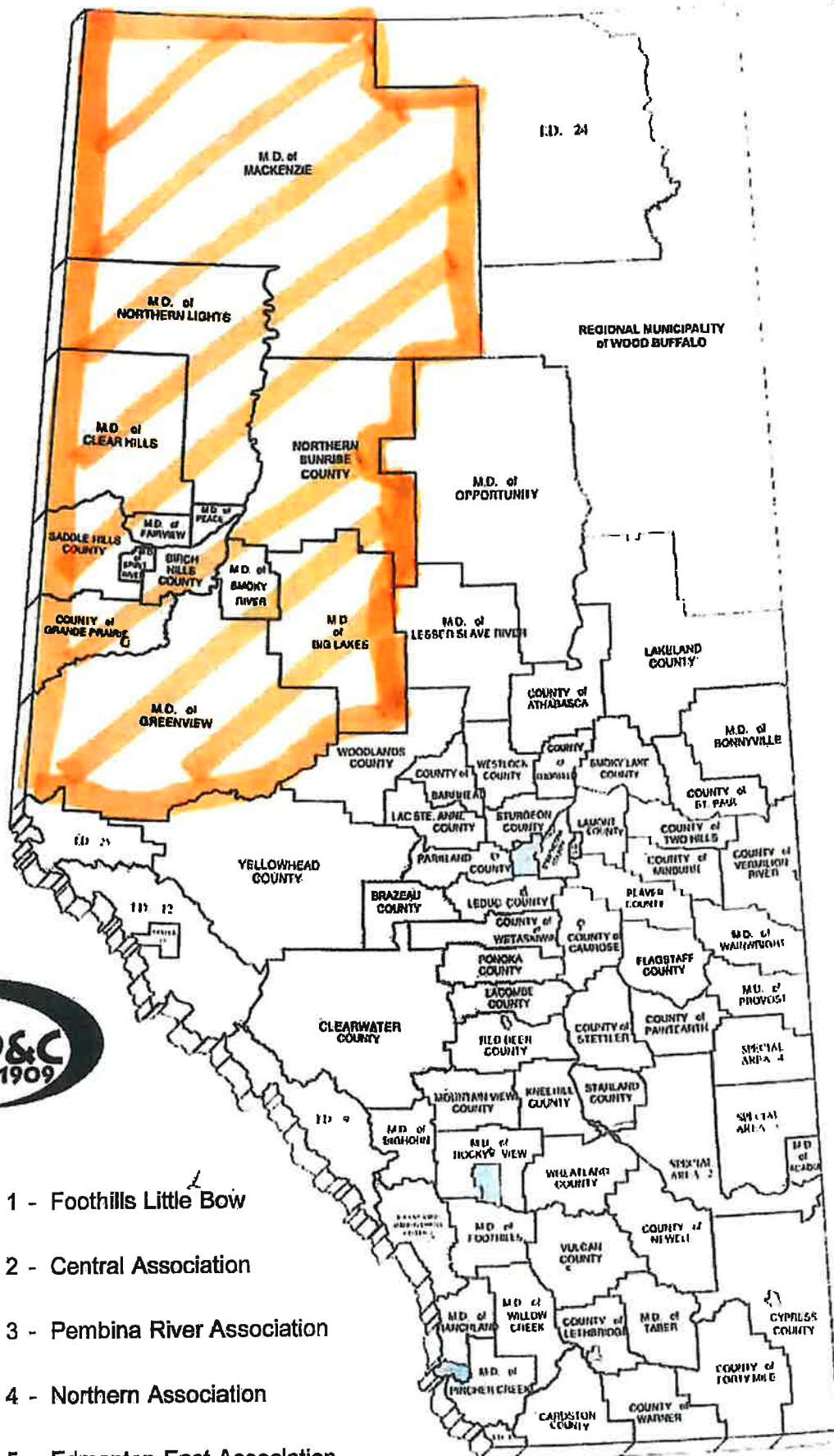
4. End of Policy






ADOPTED

Resolution #C434(05/25/10)

Date: May 25, 2010

Schedule A



-  District No. 1 - Foothills Little Bow
-  District No. 2 - Central Association
-  District No. 3 - Pembina River Association
-  District No. 4 - Northern Association
-  District No. 5 - Edmonton East Association

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Expense Claims & Receipt Submission Discussion
File:	12-06-10

DESCRIPTION:

Councillor Ruecker requested to have a discussion regarding expense claims and the submission of receipts.

BACKGROUND:

Currently Administration requires the submission of hard copies of all receipts that are included on expense claims.

Policy 1127 – Travel and Expense, Section 4.10 states that “any claim for travel and subsistence, which is not supported by the appropriate supporting documents, will not be approved for payment. Attached receipts must be originals. Interac and credit cards slips are not considered acceptable receipts.

ATTACHMENTS:

- Policy 1127 – Travel and Expense

RECOMMENDATION:

RESOLUTION by ... that Council...

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



Clear Hills County

Effective Date: October 10, 2023	Policy Number: 1127
Title: TRAVEL and EXPENSE POLICY	

1. Policy Statement

- 1.1 Clear Hills County will provide for reimbursement to Council, Council Committee/Board Members and Staff for travel, meals, accommodations, and subsistence expenses incurred during the performance of their duties.

2. Definitions

- 2.1 Official Meetings will include:
- a) Regular Council meetings.
 - b) Special Council meetings.
 - c) Policy and Priorities meetings.
 - d) Board or Committee meetings as appointed.
 - e) Approved workshops and conferences for appointed Board Members or Staff.
 - f) Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).
- 2.2 Mileage is a reimbursement of kilometers for travel expenses to a Councillor/Board/Committee Member, and Staff in their personal vehicle while attending an official meeting, or an event that Council has authorized attendance as per Policy 1126, section 3.4.
- 2.3 Reimbursement for expenses when approved to attend an official meeting, workshop or conference (receipts are required). If a receipt is not available there will be no reimbursement. For private accommodations or personal expenses please refer to section 4.8. The following constitute as subsistence:
- a) Taxi, shuttle, air or bus fares;
 - b) Motel/Hotel;
 - c) Registration for any official meeting;
 - d) Covid Testing as required to attend Council approved meetings;
 - e) Personal Allowance which is paid for personal expenses when a Councillor/Board/Committee Member and Staff is required to spend the night for any official meeting; and the allowance is for each full 24-hour period. Such expenses include tips for luggage handling, wear and tear on personal luggage, local call charges by hotel, laundry, and dry cleaning.
 - f) Private accommodations.

2.4 Any expenses that have not been submitted within 60 days of the month of the invoice or receipt will become invalid and will not be reimbursed. i.e An invoice dated for June 15th would need to be submitted no later than August 31st.

3. Travel Reimbursements

3.1 Councillors/Committee/Board Members and Staff shall be reimbursed for mileage and meals as per Sections 3 and 4 when attending approved meetings.

3.2 Councillors will not be reimbursed their expenses (including registration, meals, subsistence) or paid a personal allowance for attendance to social events or political party and constituency functions.

3.3 Where mode of travel is being considered, the most direct, economical, and logical mode of travel shall be utilized.

3.4 Council and Board Members shall be reimbursed for mileage (for a minimum of 25 kilometers per meeting) for pre-approved meetings at the rate shown on Schedule A. Staff shall be reimbursed for mileage at the rate shown on Schedule A.

3.5 Travel must be directly related to the distance required to attend any conference, convention, seminar, or any other meeting and to travel directly to and from that conference, convention, seminar or any other meeting.

4. Meals and Subsistence

4.1 The Council will review the rates for meals and subsistence annually during the annual budget preparations.

4.2 The Members and Staff shall be reimbursed for meals at the following rates, effective October 10, 2023:

<u>MEAL</u>	<u>REIMBURSEMENT</u>
Breakfast	\$25.00
Lunch	\$30.00
Dinner	<u>\$40.00</u>
	\$95.00

4.3 Any other claim for business meal reimbursement must include original receipt (and the name(s) of the person(s) accompanied).

4.4 No payment is made when meals are provided as part of the registration unless a predetermined medical condition exists, or dietary requirements cannot be met.

- 4.5 No claim for breakfast will be permitted for day trips unless the time of departure is earlier than 6:30 a.m.
- 4.6 No claim for supper will be permitted for day trips unless the time of return is after 6:30 p.m.
- 4.7 No claim for supper will be permitted for evening meetings unless the claimant is required to travel more than 85 kilometers one way.

4.8 The Members and Staff shall be reimbursed for subsistence at the following rates, effective October 10, 2023:

<u>SUBSISTENCE</u>	<u>REIMBURSEMENT</u>
Taxi, Shuttle, Air or Bus Fare	with receipts
Hotels/motels	with receipts
Registration	with receipts
Covid Testing (as required to attend Council approved meetings)	with receipts
Personal Allowance (includes phone calls)	\$40.00per night/ 24 hr period
Private accommodations	\$90.00per night
Transportation Expenses (Taxi's & Parking)	\$30.00per day

- 4.9 Administration will reserve accommodations for Members using a County credit card. This card is for room confirmation only. Upon arrival at the accommodations, Members will be required to pay for their room and then submit a receipt for re-imbusement or an item on their expense claim, as a pre-paid expense.
- 4.10 Any claim for travel and subsistence, which is not supported by the appropriate supporting documents, will not be approved for payment. Attached receipts must be originals. Interac and credit cards slips are not considered acceptable receipts.
- 4.11 If circumstances result in the cancellation of a trip, every effort must be made to inform Administration in a timely manner so reservations can be cancelled to avoid charges and fees. Any costs incurred by failing to make the necessary cancellation arrangements prior to the reimbursement cancellation date of the trip will be borne by the individual unless otherwise exempt by Council motion.
- 4.12 No claim for fees and charges incurred due to cancellation will be permitted unless otherwise exempt by Council motion.

5. Information Service Equipment

- 5.1 Councillors will be responsible for supplying their own information service equipment and supplies e.g. Computer, printer/fax, paper, ink etc.

- 5.2 Councillors will be paid a monthly allowance for use of these items only if they have adequate equipment to receive agendas and all communications effectively and efficiently.

Monthly Internet Reimbursement- \$75.00

Monthly Information Service Equipment Per Diem:

Based on attendance at the following:

- Council Meetings
- Special Council Meetings
- Board & Committee Meetings
- P & P Meetings

Does not include conferences.

Amounts based on attendance:

1 – 5 meetings - \$60.00

Over 5 meetings - \$85.00

6. Expense Claims

- 6.1 The Reeve will sign the expense claim for Council Members to indicate that they have been received.
- 6.2 The Deputy Reeve shall sign the expense claim submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other expense claims.

End Of Policy

ADOPTED: Resolution C062(01/26/10)	Jan 26/10
AMENDED: Resolution C589(08/10/10)	Aug 10/10
AMENDED: Resolution C144(02/22/11)	Feb 22/11
AMENDED: Resolution C751-13(12/10/13)	Dec 10/13
AMENDED: Resolution C031-14(01/28/14)	Jan 28/14

AMENDED: Resolution C033-14(03/11/14)	March 11/14
AMENDED: Resolution C75-17(02/14/17)	Feb 14/17
AMENDED: Resolution C214-17(04/25/17)	April 25/17
AMENDED: Resolution C43-19(01/22/19)	Jan 22/19
AMENDED: Resolution C496-19(10/08/19)	Oct 8/19
AMENDED: Resolution C468-20(10/13/20)	Oct 13/20
AMENDED: Resolution C564-20(10/27/20)	Oct 27/20
AMENDED: Resolution C11-21(01/12/21)	Jan 12/21
AMENDED: Resolution C075-22(02/08/22)	Feb 8/22
AMENDED: Resolution C191-22(04-12-22)	Apr 12/22
AMENDED: Resolution C538-23(10-10-23)	Oct 10/23

Schedule A to Policy 1127 – Travel and Expense

	2013- 2018	2019	2020	2021	2022	2023	2024
--	---------------	------	------	------	------	------	------

Canada Revenue Agency's Current Automobile Allowance Rates: \$0.54/Km \$0.58/Km \$0.58/Km \$0.59/Km \$0.61/Km \$0.68/Km \$0.70/Km

	2025
--	------

Canada Revenue Agency's Current Automobile Allowance Rates: \$0.72/Km

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Potential Water Well Location
File:	41-09-02

DESCRIPTION:

Council is presented with information on a potential water well location with the County.

Administration has contacted Hydrogeological Consultants Ltd. to conduct an evaluation on four potential water well locations within the County. The site on SE 4-85-5-W6M and E 33-84-5-W6M has been determined to be within an aquifer.

BACKGROUND:

C463-24(8-27-24) RESOLUTION by Councillor Ruecker to bring back recommendations on potential locations for water wells in our county. CARRIED.

ATTACHMENTS:

Hydrogeological Consultants Ltd. Memorandum
Map


RECOMMENDED ACTION:

RESOLUTION by ... proceed with getting quotes for drilling a water well at the determined site on SE 4-85-5-W6M and E 33-84-5-W6M.

Initials show support - Reviewed by:

Manager:

CAO:



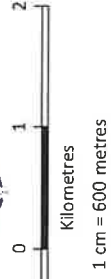


Clear Hills County Ownership

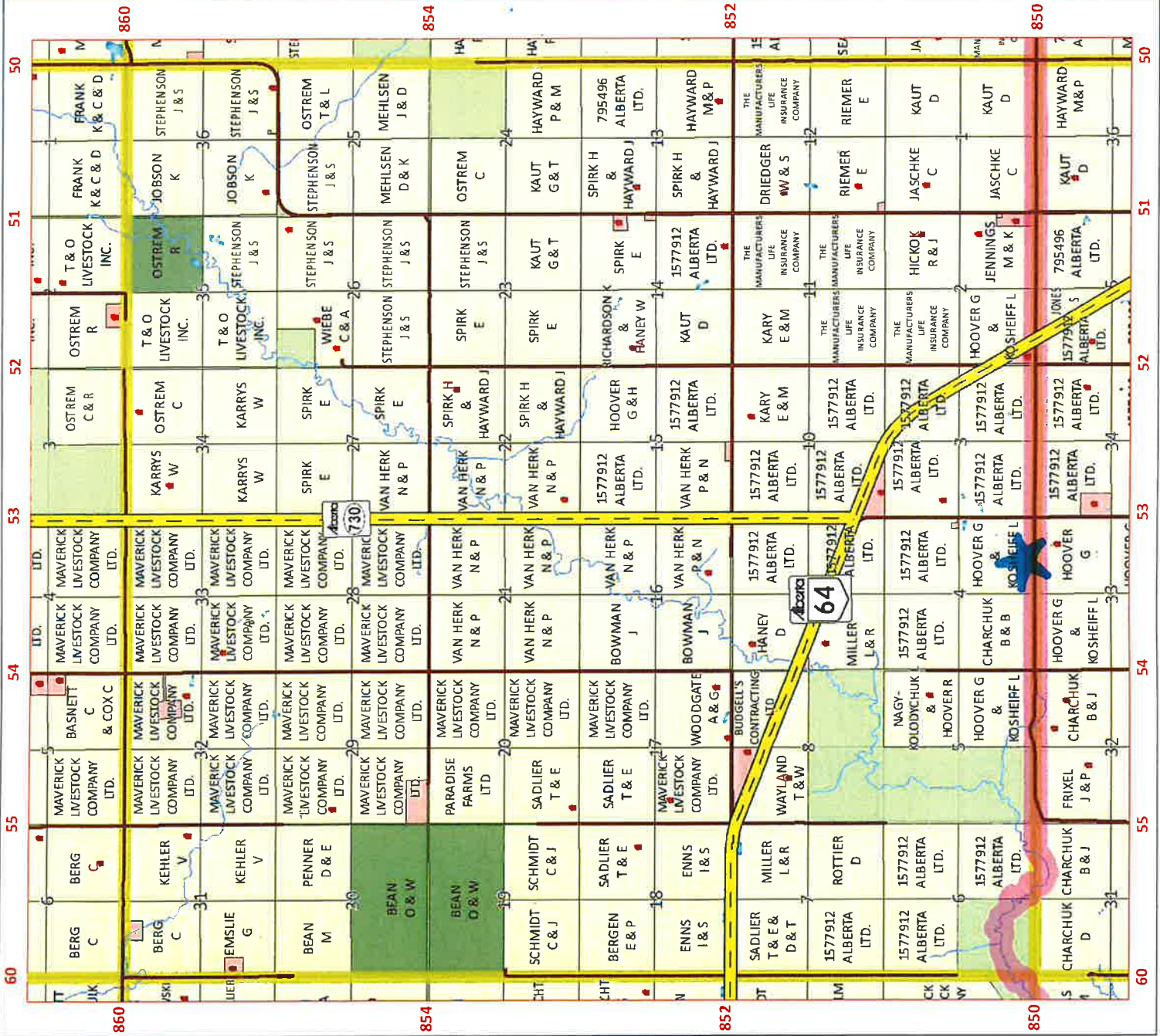
TWP 85 - RGE 05

- 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

*** Approx. well location**



Mackenzie Municipal Services Agency
 5109 - 51 St., Box 480, Berwyn, AB T0H 0E0
 Phone: 780-538-3822 Fax: 780-538-3811
 www.mmsa.ca | email: info@mmsa.ca



MEMORANDUM



hydrogeological consultants ltd.

17740 - 118 Avenue NW
Edmonton, Alberta
T5S 2W3 CANADA
780.483.7240 • 800.661.7972
hcl.ca

To: Terry Shewchuk, Clear Hills County
From: David MacIntyre, P.L.(Eng.)
Date: October 11, 2024
HCL Project No.: 24-0190.01
Re: Evaluation of Four Potential Water Well Drilling Locations
Clear Hills County, Parts of Tp 083, R 05 to Tp 087, R 09, W6M

Further to our initial telephone conversation in September 2024, and subsequent exchange of emails with Clear Hills County (the County) personnel, I have prepared this memo to provide you with information on the potential for four proposed water well drilling locations that were provided to Hydrogeological Consultants Ltd. (HCL) by the County.

The Hamlet of Worsley has developed a groundwater supply from water source wells that are completed in a confined bedrock aquifer within the Dunvegan Formation. The Dunvegan Formation has been shown to be the most viable aquifer in the Worsley area. To evaluate the four potential water well drilling sites that were provided by the County, HCL included pertinent hydrogeological data for an area of study (AOS), consisting of a five-township by five-township area, centred on Township 085, Range 7, West of the 6th Meridian. The data sources included: 1) The Groundwater Centre database (water well records, including completion details and groundwater quality); 2) Alberta Digital Elevation Model (DEM); 3) Alberta Geological Survey's 3D Geological Framework Model, Version 3 (GFA v3), which includes elevation surfaces for the top and base of 90 geologic surfaces, including the Dunvegan Formation; 4) Hydrogeology of the Clear Hills-Chinchaga River area, Alberta (AGS, 1982); and 5) Allostratigraphic Subdivision Of The Upper Cretaceous Dunvegan, Shaftesbury, And Kaskapau Formations In The Northwestern Alberta Subsurface, (Bhattacharya, J , Walker, R.G., 1991).

The Dunvegan Formation has been described as deltaic to marine in origin and composed of "grey, fine-grained feldspathic sandstone", (AGS, 1982) and as a "litho-stratigraphically defined clastic wedge comprising sandstones, siltstones, and mudstones with hard, concretionary calcite beds; laminated siltstone and grey, silty shale" (Bhattacharya, 1991). In simpler terms, the Dunvegan Formation is not uniform in thickness, is not continuous across large areas, and not necessarily porous and permeable when it is present. The Dunvegan Formation is made up of overlapping units which makes it difficult to correlate one area, that may have been successful in developing a groundwater supply, to another area.

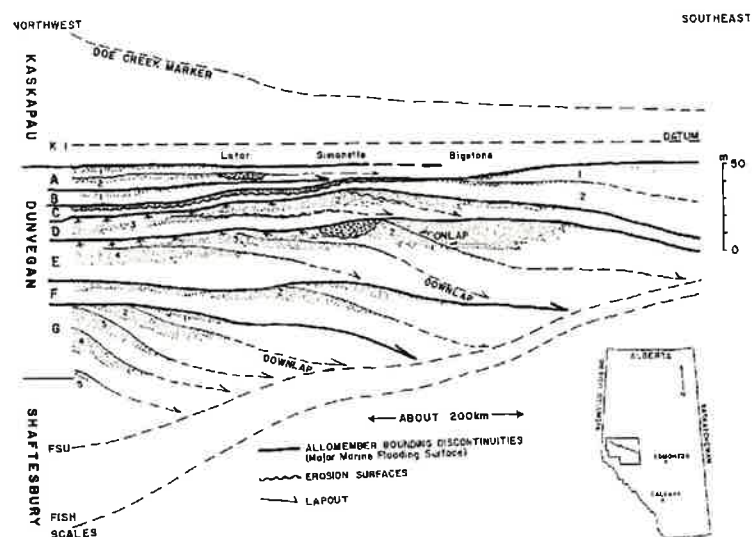


Figure 1. Estimation of the Stratigraphy of the Dunvegan Formation (Bhattacharya, 1991)

HCL created maps depicting surface topography (Map 1), the elevations of the top and bottom of the Dunvegan Formation (Map 2 and Map 3), and the depth to the top of the Dunvegan Formation (Map 4), using the AGS generated surfaces. The AGS surfaces were initially created using stratigraphic picks, primarily from hydrocarbon well drilling. Within the AOS, there were significantly more controls points for the base of the Dunvegan Formation than for the top of the Dunvegan Formation; therefore, the surface generated for the base is likely to be more accurate than the top. As the grid representing the depth to the top of the Dunvegan Formation is created by subtracting the top of the formation from the ground elevation surface, the depth grid is only as accurate as the grid representing the elevation of the top. Both surfaces are presented as maps attached to this document for representation purposes.

In addition to the three Worsley water source wells, one other water well appears to have been completed in the Dunvegan Formation. This water well (GIC ID: 2090138), owned by Hines Creek Farms, is situated in the NW 03-085-05 W6M, in a section adjacent to one of the proposed drilling locations. The water well was drilled in August 2011 to a depth of 152 metres and was developed with air at a rate of 130 cubic metres per day (m³/day); however, the driller indicated a recommended pumping rate of 65 m³/day.

The Worsley water source wells and the Hines Creek Farms water well, while located approximately 30 kilometres apart, did encounter an aquifer within the Dunvegan Formation at approximately the same distance above the base of the Dunvegan Formation, approximately 100-110 metres above. To follow-up on this potential relationship of aquifer depth, and to help differentiate and compare each of the four potential drilling locations, a map (Map 5) was created to indicate the expected depth in order to reach 110 metres above the base of the Dunvegan Formation. This map is meant to be as a guide only and to estimate potential drilling depths rather than basing drilling depths to reach the top of the Dunvegan Formation. GIC ID: 2090138 is shown on Map 5.

The majority of water well records in the AOS indicate a completion too shallow to encounter the Dunvegan Formation; however, there are a number of records in the database that are for a Work Type of "Chemistry". These are records that had chemical analysis completed but were never assigned to a water well record containing information about the construction of the water well from which the sample was collected. In many cases, these "Chemistry" records are the only record available for a location. Groundwater from the Dunvegan Formation is typically a sodium-sulfate-type groundwater with total dissolved solids (TDS) values greater than 3,000 milligrams per litre (mg/L). The water well records with chemical analysis results indicating TDS values greater than 3,000 mg/L were plotted on Map 5 to identify areas where a groundwater supply from the Dunvegan Formation may have been developed and where no other water well information may exist for the location of the chemical analysis.

The four potential drilling locations provided by the County were:

- SE 04-085-05 W6M and E 1/2 33-084-05 W6M
- NE 09-083-06 W6M
- NW 12-086-06 W6M
- S 1/2 07-085-08 W6M and N 1/2 06-085-08 W6M

Based on the available data, these four locations were categorized from 1 to 4, with 1 being the most promising location to encounter the Dunvegan Aquifer and 4 being the least promising location. The locations are labelled on each of the accompanying maps and a discussion of the rationale for the rankings is discussed below. Evaluation of probable drilling depths were restricted to those less than 150 metres as drilling below this depth requires a drilling licence from the Alberta Energy Regulator and specialized drilling equipment (blowout preventer, etc.) are required to explore below this depth.

Site 1: SE 04-085-05 W6M and E 1/2 33-084-05 W6M

Due to the proximity of an existing water well (GIC ID: 2090138) that is very likely to be completed in an aquifer within the Dunvegan Formation, and with a probable depth of completion less than 150 metres. While the drilling contractor recommended a pumping rate of 65 m³/day, the water well is stated to have been constructed with only 1.5 metres of slotted liner (screen) and only with minimal development. A higher yield may be possible with a properly completed and developed water well.

Site 2: NE 09-083-06 W6M

There is no water well record near this location with a completion interval that can be assigned to the Dunvegan Formation; however, a chemical analysis is available for a record within the proposed drilling location that is similar to groundwater from samples collected from water wells completed within the Dunvegan Formation. The probable depth of completion is less than 150 metres.

Site 3: NW 12-086-06 W6M

There is no water well record near this location with a completion interval that can be assigned to the Dunvegan Formation; however, a chemical analysis is available for a record within 3 kilometres of the proposed drilling location, that is similar to groundwater from samples collected from water wells completed within the Dunvegan Formation. The probable depth of completion is less than 150 metres.

Site 4: S 1/2 07-085-08 W6M and N 1/2 06-085-08 W6M

There is no water well record near this location with a completion interval that can be assigned to the Dunvegan Formation and the only water wells that have been completed in the vicinity of this location have been drilled into the unconsolidated surficial deposits and subsequently reclaimed. If an aquifer within the Dunvegan Formation was present, this location is in close proximity to a deep valley cut of a tributary of the Peace River and may have resulted in the aquifer being drained. The Dunvegan Formation is also not expected to be present in the valley of the Peace River so the extent of an aquifer in this location would be limited.

Five maps accompany this memo.

Map 1: Surface Topography

Map 2: Elevation of the Top of the Dunvegan Formation

Map 3: Elevation of the Base of the Dunvegan Formation

Map 4: Depth to the Top of the Dunvegan Formation

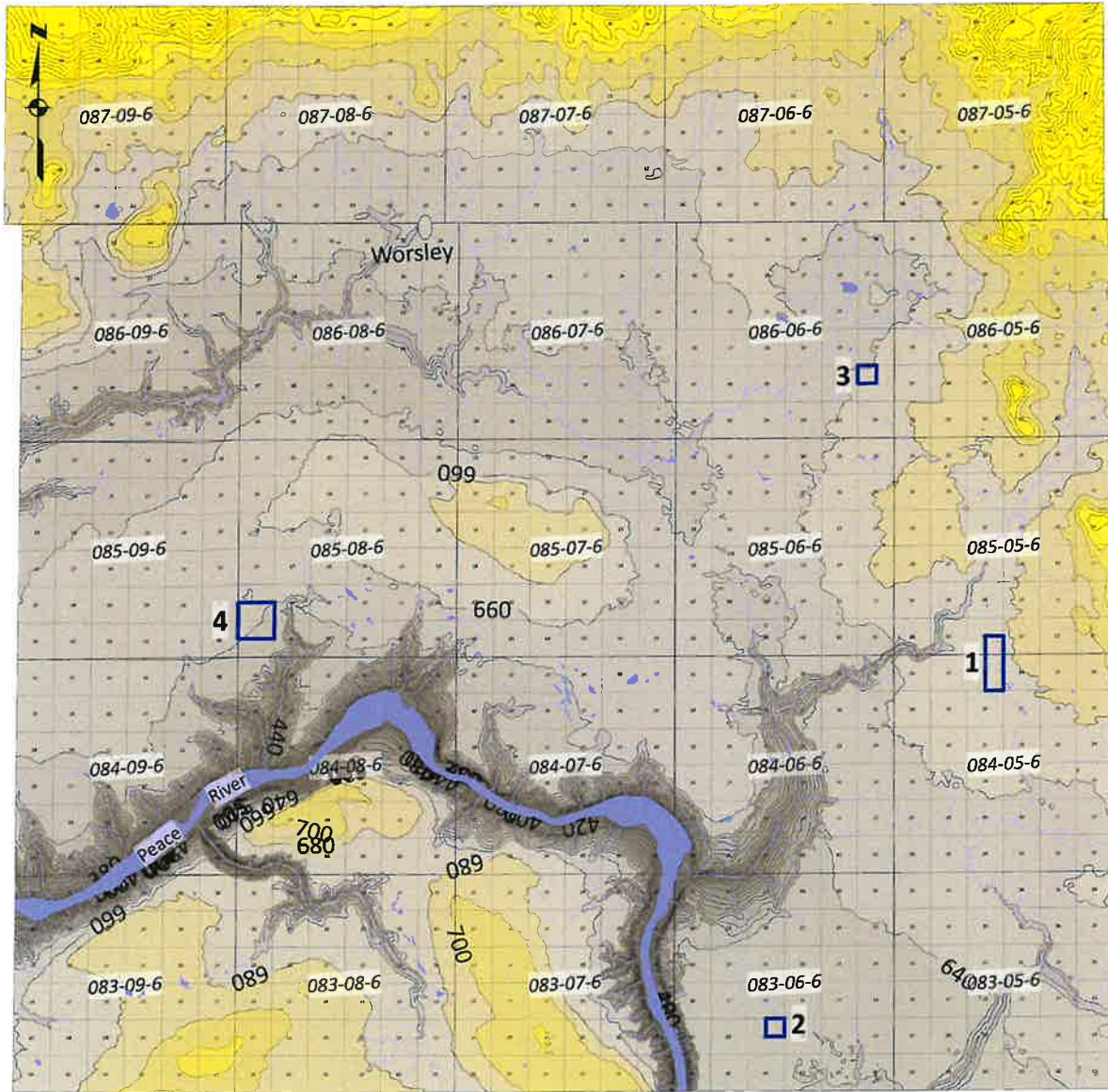
Map 5: Depth to 110 metres Above the Base of the Dunvegan Formation

I look forward to discussing this matter with you further.

Regards,

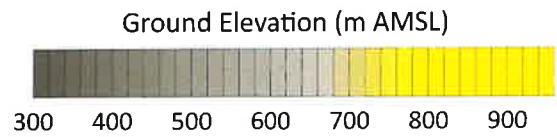
Dave MacIntyre

Map 1. Surface Topography

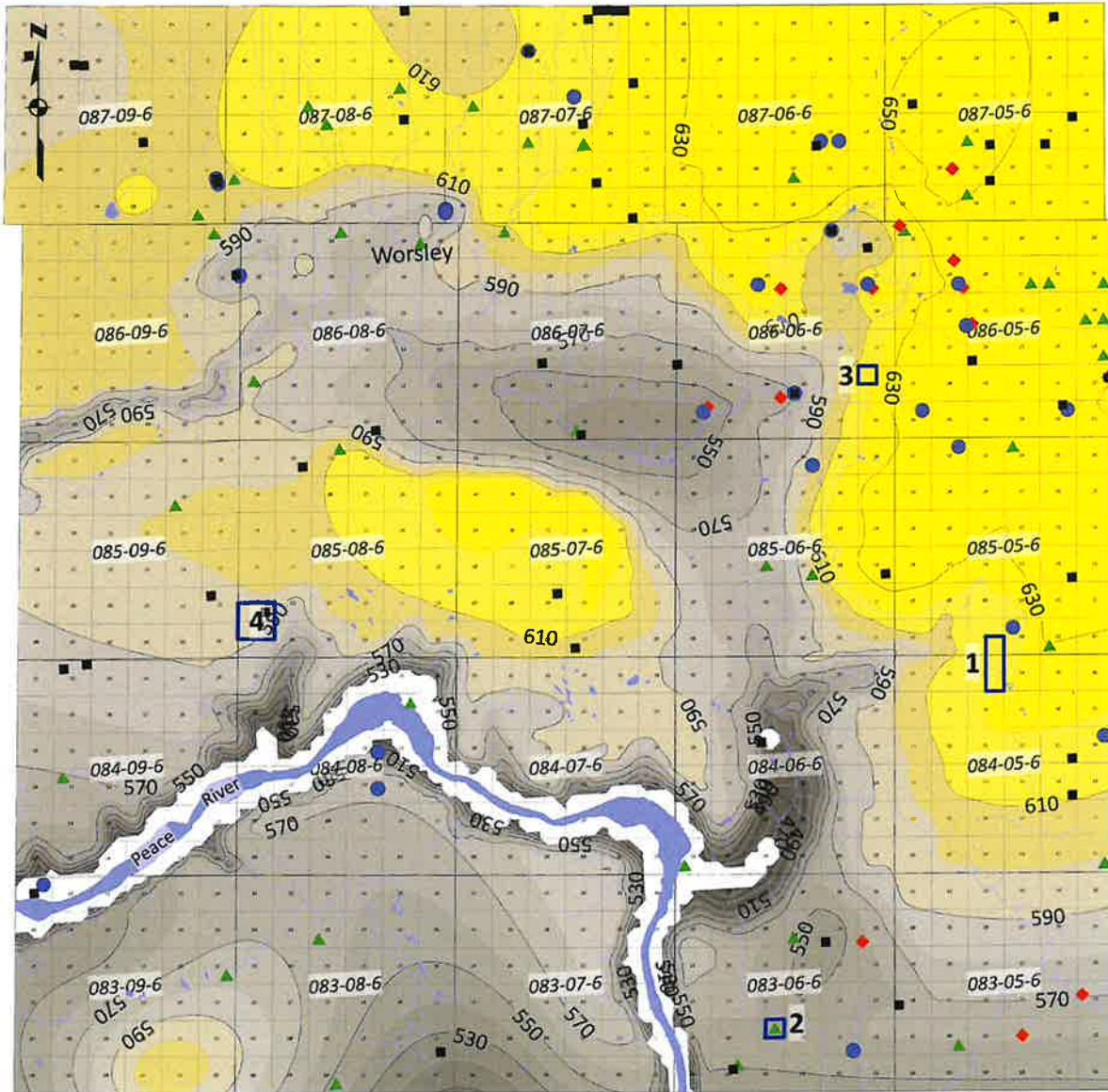


1 Potential Drilling Location

- 1. SE 04-085-05 W6M and E 1/2 33-084-05 W6M
- 2. NE 09-083-06 W6M
- 3. NW 12-086-06 W6M
- 4. S 1/2 07-085-08 W6M and N 1/2 06-085-08 W6M



Map 2. Elevation of the Top of the Dunvegan Formation



1 Potential Drilling Location

Top of the Dunvegan Formation - Elevation in m AMSL (AGS, 2021)

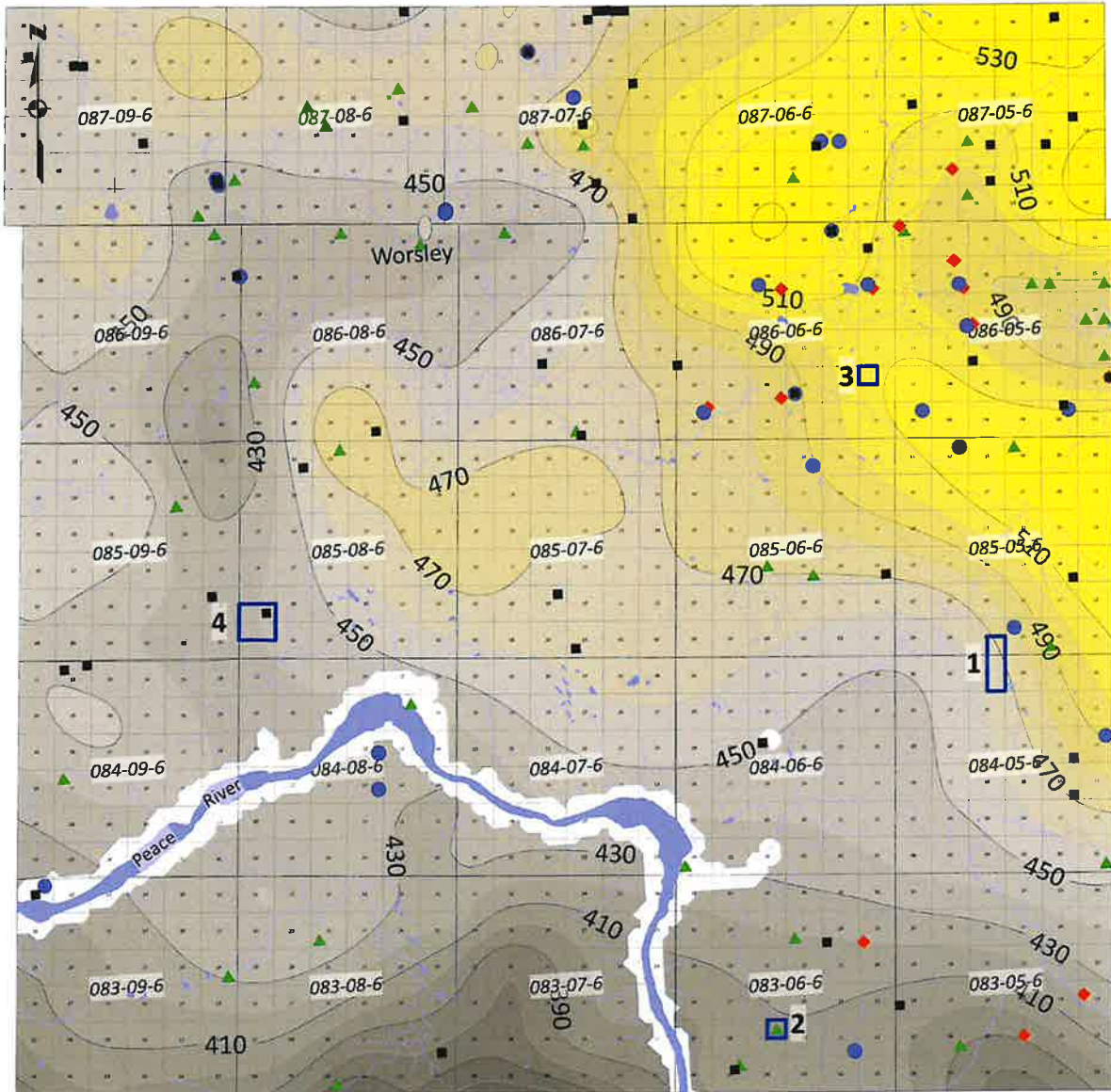
Water Well Record ("Work Type")

- New Well, completion details available
- ◆ Well Inventory
- ▲ Chemistry
- Reclaimed or Abandoned



Alberta Geological Survey (2021): Geological Framework of Alberta, Version 3
 (interactive app and map, methodology, model, dataset, StoryMaps, web maps);
 Alberta Energy Regulator / Alberta Geological Survey, AER/AGS Interactive Application
<https://gfa-v3-ags-aer.hub.arcgis.com/>, [2024-10-08]

Map 3. Elevation of the Base of the Dunvegan Formation



1 Potential Drilling Location

Base of the Dunvegan Formation - Elevation in m AMSL (AGS, 2021)

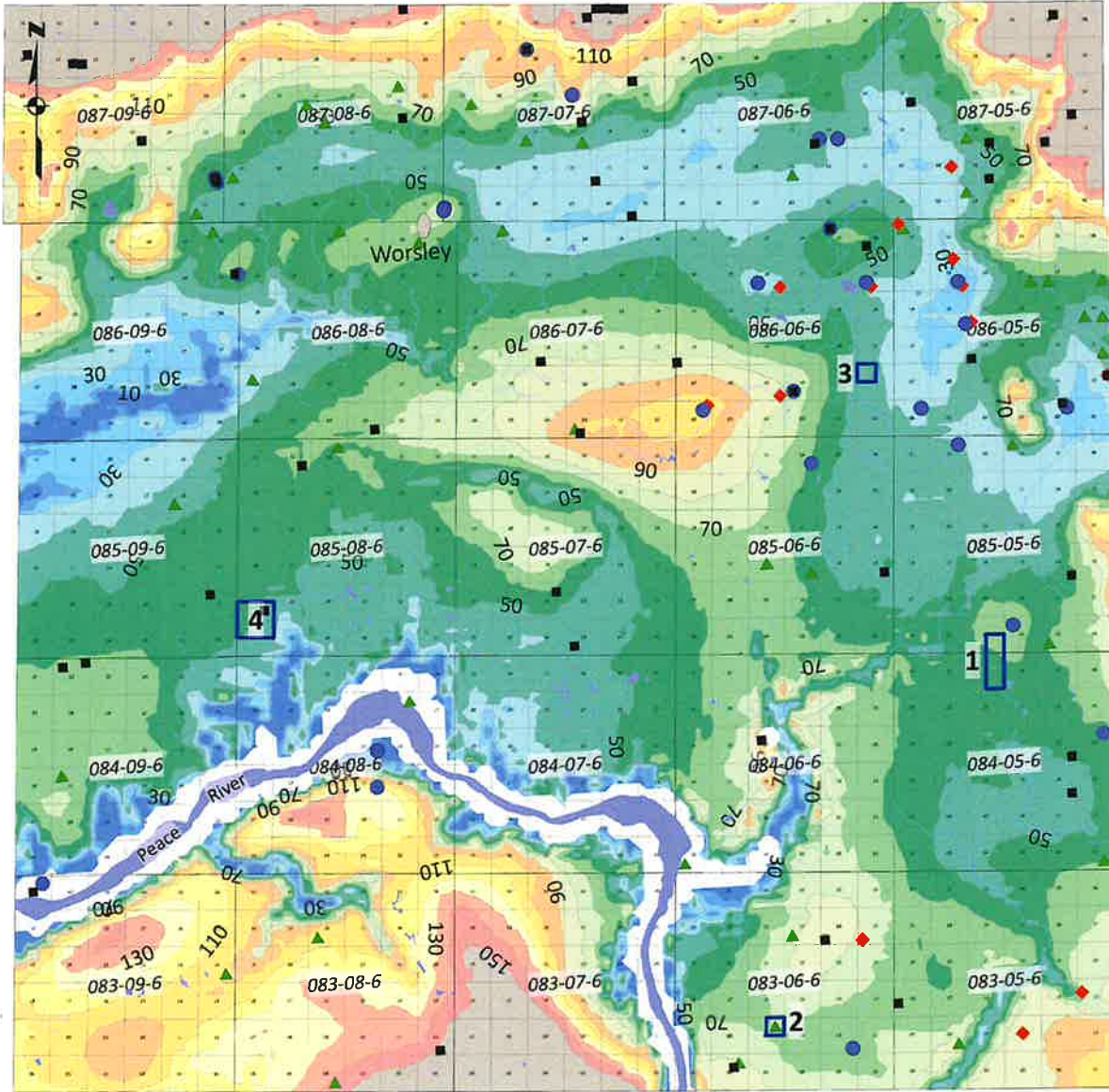
Water Well Record ("Work Type")

- New Well, completion details available
- ◆ Well Inventory
- ▲ Chemistry
- Reclaimed or Abandoned



Alberta Geological Survey (2021): Geological Framework of Alberta, Version 3 (interactive app and map, methodology, model, dataset, StoryMaps, web maps); Alberta Energy Regulator / Alberta Geological Survey, AER/AGS Interactive Application <https://gfa-v3-ags-aer.hub.arcgis.com/>, [2024-10-08]

Map 4. Depth to the Top of the Dunvegan Formation



1 Potential Drilling Location Depth to the Top of the Dunvegan Formation (m BGL), after AGS (2021)

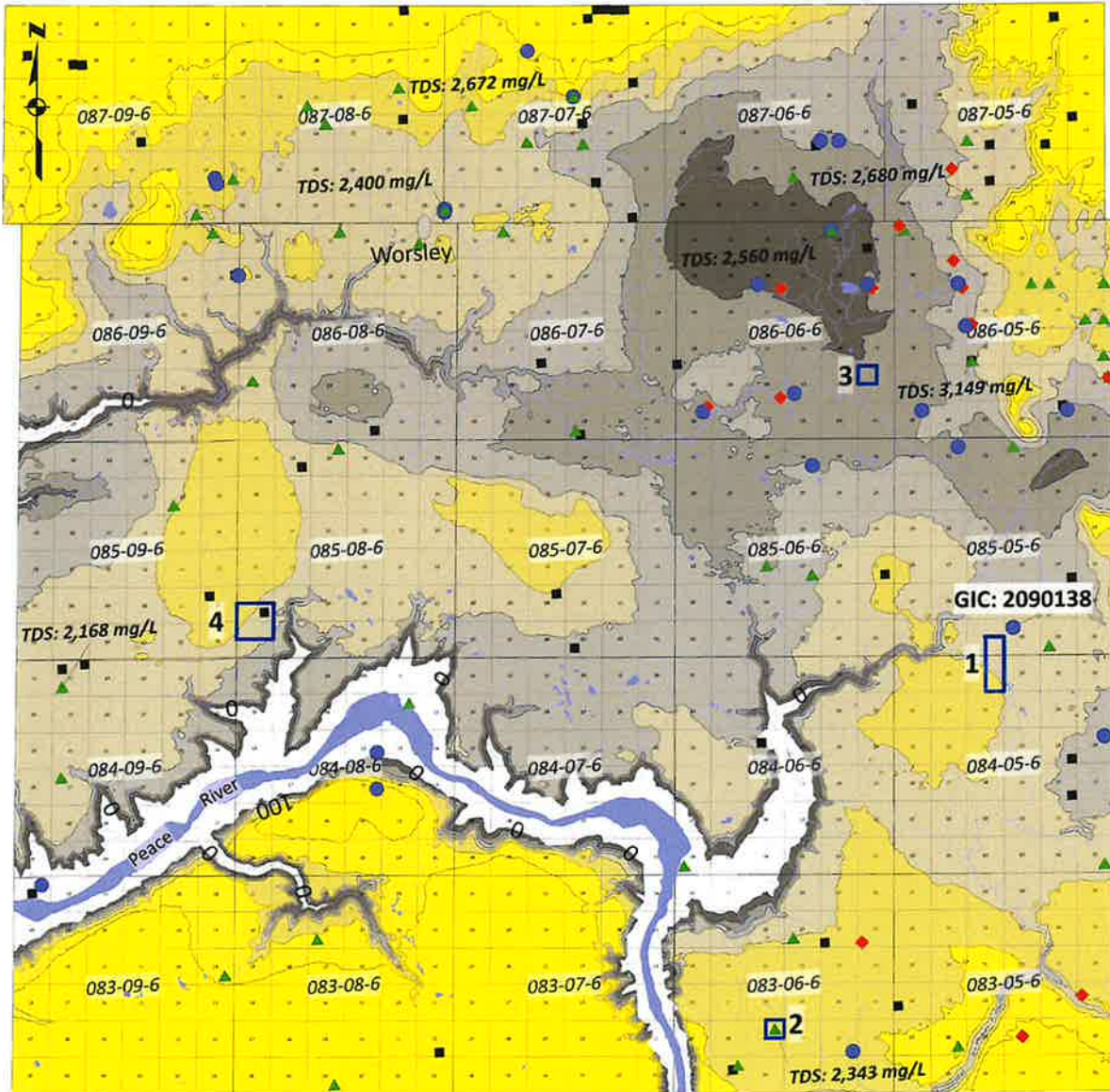
Water Well Record ("Work Type")

- New Well, completion details available
- ◆ Well Inventory
- ▲ Chemistry
- Reclaimed or Abandoned



Alberta Geological Survey (2021): Geological Framework of Alberta, Version 3
 (interactive app and map, methodology, model, dataset, StoryMaps, web maps);
 Alberta Energy Regulator / Alberta Geological Survey, AER/AGS Interactive Application
<https://gfa-v3-ags-aer.hub.arcgis.com/>, [2024-10-08]

Map 5. Depth to 110 metres Above the Base of the Dunvegan Formation



1 Potential Drilling Location

Depth to 110 m Above the Base of the Dunvegan Formation



0 40 60 80 100 120 140

Water Well Record ("Work Type")

- New Well, completion details available
- ◆ Well Inventory
- ▲ Chemistry
- Reclaimed or Abandoned

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Proceed to Tender- Worsley Grader Beat 01
File:	32-06-29

DESCRIPTION:

Council is presented with information regarding proceeding to tender for Worsley Grader Beat 01.

Administration has analyzed the existing grader beat tender and contract and recommends Council proceed to tender using the existing tender and contract without any amendments.

BACKGROUND:

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 grader contracts that offers an up to 3 year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED.

The current agreement for Worsley Grader Beat 01 ends October 31, 2025.

BUDGET:

\$2,377,000.00- 2025 Operating budget for all seven grader beats.
The current contractors rate per hour is \$117.00.

RECOMMENDED ACTION:

RESOLUTION by ...to proceed to tender for Worsley Grader Beat 01 for a five-year term.

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Proceed to Tender- Montagneuse Grader Beat 03
File:	32-06-26

DESCRIPTION:

Council is presented with information regarding proceeding to tender for Montagneuse Grader Beat 03.

Administration has analyzed the existing grader beat tender and contract and recommends Council proceed to tender using the existing tender and contract without any amendments.

BACKGROUND:

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 grader contracts that offers an up to 3 year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED.

The current agreement for Montagneuse Grader Beat 03 ends October 31, 2025.

BUDGET:

\$2,377,000.00- 2025 Operating budget for all seven grader beats.
The current contractors rate per hour is \$130.00.

RECOMMENDED ACTION:

RESOLUTION by ...to proceed to tender for Montagneuse Grader Beat 03 for a five-year term.

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Proceed to Tender- Bear Canyon Grader Beat 09
File:	32-06-20

DESCRIPTION:

Council is presented with information regarding proceeding to tender for Bear Canyon Grader Beat 09.

Administration has analyzed the existing grader beat tender and contract and recommends Council proceed to tender using the existing tender and contract without any amendments.

BACKGROUND:

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 grader contracts that offers an up to 3 year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED.

The current agreement for Bear Canyon Grader Beat 09 ends October 31, 2025.

BUDGET:

\$2,377,000.00- 2025 Operating budget for all seven grader beats.
The current contractors rate per hour is \$117.00.

RECOMMENDED ACTION:

RESOLUTION by ...to proceed to tender for Bear Canyon Grader Beat 09 for a five-year term.

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Proceed to Tender- One New Pickup Truck
File:	31-65-02

DESCRIPTION:

Council is presented with information regarding proceeding to tender for the purchase of one new pickup truck.

Administration recommends Council proceed to tender for the purchase of a new pickup truck as there were no Tenders received for RFT 2024-16 Mid-Size SUV.

BACKGROUND:

C11-25(1-14-25) RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for RFT 2024-16 Mid-Size SUV, administration will analyze the results and bring back a recommendation.

CARRIED.

C614-24(11-26-24) RESOLUTION by Deputy Reeve Janzen to proceed to tender for the purchase of one new mid-size SUV.

CARRIED.

Clear Hills County replaces vehicles on a rotational basis, due to mileage and wear.

BUDGET:

\$60,000.00- Multi Year Capital Plan

RECOMMENDED ACTION:

RESOLUTION by ...to proceed to tender for the purchase of one new pickup truck.

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	January 28, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Chief Administrative Officer Report
File Code:	11-02-02

- CAO meeting MD of Fairview - January 21, 2025
- CANFOR Meeting – January 27, 2025
- Web Mapping update
- Mighty Peace Wireless Update
- Subdivision Authority Update
- RCMP Open house

Attachment #1

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for January 28, 2025, as presented.

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

Bonnie Morgan

From: Info
Sent: January 23, 2025 9:16 AM
To: Bonnie Morgan
Subject: FW: Fairview RCMP Open house

From: Fink, Kurtis (RCMP/GRC) <Kurtis.Fink@rcmp-grc.gc.ca>
Sent: January 22, 2025 3:33 PM
To: Info <info@clearhillscounty.ab.ca>
Subject: Fairview RCMP Open house

Good day,

At the last council meeting I suggested doing an open house this spring. There were suggestions that a drug presentation at the schools be a priority. Cst. Popic is arranging presentations at both Menno Simmons and Worsley schools tentatively for February. I would also like to do an open house either in Worsley, Eureka River area as the last one was in Fairview. I am looking at Mar 24th and would like to see if that date works for council member(s) to attend before setting in stone. Also if there is a preference/suggestion as to a location/venue.

My goal is to have an open house twice a year with a post harvest one near Fairview and a Pre harvest one in Clearhills area. We've had a few more formal meetings, however I would like these to become more of an Open house or informal meet and greet type of thing where I can listen to feedback and address any questions. Update the community on what has been done, upcoming events etc.

I look forward to your response,

Thank you

Kurt

Cpl. Kurt FINK
Acting Detachment Commander
Fairview RCMP Detachment
PO Box 610, Fairview, AB, T0H 1L0
Ph: 780-835-4031
Fax: 780-835-3950

Clear Hills County Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	CSM Report
File:	12-02-02

DESCRIPTION:

At this time, the Corporate Services Manager will have an opportunity to report on Corporate Services topics.

BACKGROUND:

Craig Donnelly started his employment with the County on January 20, 2025. He is filling the Corporate Services Clerk role during Shelby's maternity leave.

Administration has been working with Wilde and Company to complete the interim audit. Auditors will be on site from March 24 – 28, 2025 to perform the year end audit field work.

Administration has opened three new files with Brownlee LLP for the collection of unpaid oil and gas property taxes totaling approximately \$675,000.00.

ATTACHMENTS:

- Rate Stabilization Reserve Activity Report for the period ending December 31, 2024
- 2024 Grants Activity Report for the period ending December 31, 2024

RECOMMENDATION:

RESOLUTION by...that Council accepts the Corporate Services Manager's report to January 28, 2025 as presented.

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

Rate Stabilization Activity Report

2024

Spent To Date	Approved by Council	Description	Organization	Motion
40,000.00	to be determined	Corporate legal fee overages	Brownlee LLP	C92-17(02/14/17)
	\$40,000 max	grant for the replacement of waterslide stairs	Town of Fairview	C648-22(12-13-22)
	\$5,000.00	grant for the replacement of arena furnace	Worsley Agricultural Society	C15-24(01-09-24)
	\$50,000.00	grant for new kitchen/dining facility	David Thompson Bible Camp	C69-24(02-13-24)
3,740.00	\$4,000.00	seniors tribute video	Honey Films	C130-24(03-12-24)
	\$10,000.00	grant for construction of tobogganing hill & outdoor skating pond	Worsley Agricultural Society	C361-24(06-25-24)
	\$1,000.00	grant for pouring 55' x 14' concrete pad	Whitelaw Agricultural Society	C418-24(07-23-24)
	\$15,000.00	grant for replacement of main washrooms	Many Islands Recreation Development Society	C435-24(08-13-24)
	\$50,000.00	grant for construction of a new medical centre	Maskwa Medical Centre	C437-24(08-23-24)
9,525.67	\$9,525.67	grant for construction of a concrete pad	Worsley Reinland Mennonite Church	C489-24(09-24-24)
	\$41,000.00	grant for four outhouses, horse bridge & wooden boardwalk	Cleardale Riders Club	C490-24(09-24-24)
	\$65,000.00	grant for a new playground & campground completion	Carter's Camp Recreational Society	C655-24(12-10-24)
53,265.67	\$250,525.67			

2024 Grants Activity Report

Grants Approved By Clear Hills County

Paid Out	Approved by Council	Grant Type	Description	Organization	Fund From	Motion	Notes
-	5,000.00	General	replacement furnace for the Worsley arena	Worsley Agricultural Society	Rate Stabilization Reserve	C15-24(01-09-24)	Organization hasn't requested the funds
-	50,000.00	General	construction of new kitchen/dining facility	David Thompson Bible Camp	Rate Stabilization Reserve	C69-24(02-13-24)	Organization hasn't requested the funds
16,170.00	16,170.00	Conditional	floatation tires for their fire trailer	Cherry Canyon Agricultural Society	Rate Stabilization Reserve	C198-24(04-09-24)	Complete
-	3,500.00	Conditional	13 x 13 ft granary gazebo	Worsley Chamber of Commerce	Economic Development Reserve	C203-24(04-09-24)	Organization hasn't requested the funds
-	10,000.00	Conditional	Tobogganing hill & skating pond project	Worsley Agricultural Society	Rate Stabilization Reserve	C361-24(06-25-24)	Organization hasn't requested the funds
100,000.00	100,000.00	General	Fairview Airport runway overlay	Municipal District of Fairview	Economic Development Reserve	C384-24(07-09-24)	Organization hasn't requested the funds
-	70,000.00	Conditional	Trades Training Program	Peace River School Division	2024 operating budget/Rate Stabilization Reserve	C408-24(07-23-24)	Waiting on organization to provide required annual reports
-	1,000.00	General	Pouring of 55' x 14' concrete pad	Whitelaw Agricultural Society	Rate Stabilization Reserve	C418-24(07-23-24)	Organization hasn't requested the funds
-	15,000.00	General	Replacement of main washrooms	Many Islands Recreational Development Society	Rate Stabilization Reserve	C435-24(08-13-24)	Organization hasn't requested the funds
-	50,000.00	Conditional	Construction of new medical centre	Maskwa Medical Centre	Rate Stabilization Reserve	C437-24(08-13-24)	Organization hasn't requested the funds
-	7,000.00	General	2025 operating expenses	Fairview & Area Seniors Check In Line	2025 Operating Budget	C481-24(09-24-24)	For 2025 expenses
9,525.67	9,525.67	Capital	Construction of concrete pad	Worsley Reinland Mennonite Church	Rate Stabilization Reserve	C489-24(09-24-24)	Cheque is signed but waiting on return of signed agreements
-	41,000.00	General	Replacement of four outhouses & horse bridge, construction of wooden boardwalk	Cleardale Riders Club	Rate Stabilization Reserve	C490-24(09-24-24)	Organization hasn't requested the funds
-	15,000.00	General	Refurbishing of the slide stairs & supports at the Fairview Aquatic Centre	Town of Fairview	Rate Stabilization Reserve	C523-24(10-08-24)	Organization hasn't requested the funds
-	4,000,000.00	Conditional	Assist with the Clear Hills County/Mines Creek Community Infrastructure Fiber Optic Build-Out	Mighty Peace Wireless	Economic Development Reserve	S566-24(10-29-24)	Organization hasn't requested the funds
-	65,000.00	General	Purchase & Installation of a new playground and campground completion	Carter's Camp Recreational Society	Rate Stabilization Reserve	C655-24(12-10-24)	Paid on January 14, 2025
140,695.67	4,458,195.67						

Grants Received By Clear Hills County

Amount Received	Type	Grant Name	Project Grant is Applied To
274,008.00	Operating	Local Government Fiscal Framework - Operating	Recreation Boards
113,674.98	Operating	Family & Community Support Services	Helping Hands Snow Plow Program for Seniors & People With Disabilities.
276,247.00	Operating	ASB Agricultural Service Board	\$110,000 - PCBFA, remaining to agriculture department operating expenses
781,704.00	Capital	MSI - Capital - 2023 Allocation	Township Road 862 and 870 Overlay (2020)
370,401.00	Capital	Canada Community Building Fund - 2022 & 2023 Allocations	Poplar Drive Pavement Overlay
1,086,778.00	Capital	Local Government Fiscal Framework - Capital	Township Road 862 and 870 Overlay (2020)
225,121.00	Capital	Canada Community Building Fund - 2024 Allocation	Construction of Access Roads - Range Road 64 & Range Road 124
3,127,933.98			

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Graders

- Due to the changes in weather the graders have been out grading, ice blading, and winging the ditches.
- Road conditions are in overall good condition.

Roads, Culverts & Approaches

- Gravel crushing at the East end gravel pit has begun for the upcoming spring gravel haul.
- Planning for the upcoming spring gravel haul has begun.

Hamlet of Cleardale Projects

- The 90% drawings and draft tender for the Hamlet of Cleardale street and sewer upgrade and been reviewed and approved. The Tender is scheduled to be posted January 31, 2025.

2024 Worsley Water Well

- Wild Electric has hooked up the power from the Worsley Water Treatment Plant to the new well.
- Currently waiting for a well monitor to be installed in the new well. Once completed the pump will be turned on, and the new well will be in use and water levels monitored.

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	January 28, 2025
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:

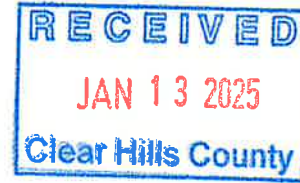
Community Futures

RECOMMENDED ACTION:

RESOLUTION by.... that Council receives for information the Council Information presented at the January 28, 2025, Regular Council Meeting.

Initials show support - Reviewed by: Manager: CAO: 

Happy New Year!



As we look forward to a bright year ahead supporting our rural regional businesses, we would like to provide a bit of information on who we are and what we do!

You may already know that we offer small business loans of up to \$150,000, but we also offer many other services including business coaching, training workshops and strategic planning facilitation.

Please feel free to distribute the enclosed pamphlets to individuals who may be looking for business assistance! We would also be happy to offer a short presentation at any one of your upcoming Council, Board or staff meetings.

Please feel free to reach out if you have any questions by calling our office at 780-624-1161.

Sherry Crawford

General Manager, Community Futures Peace Country
9816-98 ave. Peace River, AB T8S 1J5
sherry@albertacf.com



Small Business Specialists Offering:



Small Business Loans
Business Services
Business Training

Community Futures (CF) organizations began in 1986 and are dedicated to encouraging business development and rural diversification. There are 27 CF offices throughout rural Alberta, and we proudly work in partnership with Prairies Economic Development Canada. Each Community Futures organization is community led and governed by a volunteer Board of Directors. Business Development and/or Diversification support services provided by Community Futures offices include:

Small Business Loans

All Community Futures offices have access to loan funding for start-up, maintenance or expansion of small businesses in rural Alberta. Our maximum loan is \$150,000. As developmental lenders, our goal is to help our clients succeed and that can include working in partnership with traditional banks.

Business Services

- Access to business information and related support services
- Small business counseling
- Business planning support for start-up, maintenance and expansion of small business in rural Alberta

Business Training

Community Futures Peace Country offers regular training sessions on business-related topics through our Lunch & Learn program, annual conferences as well as web-based learning. One on one support is available by meeting with a CF Business Analyst.

For more information, contact your local CF office.

Community Futures Peace Country

9816 – 98 Ave. Peace River, AB T8S 1J5
780.624.1161
adminpc@albertacf.com
peacecountry.albertacf.com

Growing communities one idea at a time.



MORE ABOUT OUR SERVICES:

1. **Business Financing:** We offer financial assistance to help small businesses start, expand, or stabilize their operations. These funds can be used for various purposes, including purchasing equipment, working capital, or business development. Intake form and application packages are available online or at our office.
2. **Business Coaching and Development:** Assist with business planning and development, helping entrepreneurs create solid business plans, set goals, and navigate the challenges of starting or expanding a business.
3. **Market Research and Economic Analysis:** Help with marketing strategies, advise clients on ways to research and analyze the market to help entrepreneurs better understand trends, competition, and opportunities, enabling more informed business decisions in an advisory capacity.
4. **Business Training and Workshops:** We offer workshops, seminars, and training programs to help individuals and entrepreneurs gain the knowledge and skills needed to start or grow a successful business. Topics include business planning, marketing, financial management, social media, HR, etc. Lunch & Learns are held once a month, at no cost to attend and available online or in person. Online learning portals will be available on our website soon so clients can learn at their own pace online.
5. **Networking and Community Support:** Connections within the local business community, Chambers of Commerce, and Economic Development, encouraging individuals to network with other entrepreneurs and access resources and support from a broader community.
6. **Rural and Community Development:** In addition to supporting businesses, we also work and partner on community development initiatives, helping to strengthen local economies and improve the overall quality of life in their regions. Lemonade Day, Women in the North, SongRise Music Conference and Hug an Entrepreneur are some of our key initiatives.

Clear Hills County

Request For Decision (RFD)

Meeting Date:	Regular Council Meeting January 28, 2025
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
Growing the North Conference	Feb 18-20	Grande Prairie	Bean, Janzen, Walmsley, Ruecker
RMA	March 17-19	Edmonton	
FCM	May 29-June 1	Ottawa	

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

RESOLUTION by to accept for information January, February and March 2025 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:	
---	-----------------	-------------	---

JANUARY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	1 Office Closed	2	3	4
5	6	7 P&P	8	9	10	11
12	13 HPEC/MED-SH NWSAR-AB, DW WO-Rec-AB	14 Council	15 ASB-DJ	16	17	18
19	20	21	22	23	24	25
	ASB Conference AB, AG		VOHC Joint Meeting-ALL			PLS-EXEC-AB
26	27 MPTA-AB Joint Mtg Canfor- AB, DJ, SH	28 Council	29 Public Meeting Eureka River 7:00 p.m.	30	31 CHC Grant Seminar	1

FEBRUARY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1 Appreciation Banquet HC
2	3	4 P&P	5 PRSD Joint Meeting – All NPHF-DW	6	7	8
9	10 NWSAR-AB,DW	11 Council	12	13	14 Zone 4- All	15
16	17 Family Day	18 Growing the North Conference	19 NTAB-AB	20	21	22 PLS-AB
23	24	25 Council	26	27	28	1

MARCH 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
23	24	25	26	27	28	1
2	3	4 P&P	5	6	7	8
9	10 FVMED/HPEC-SH	11 Council	12	13	14 NAEL-AB, DJ	15
16	17	18	19	20	21	22
	RMA Spring Convention					
			ASB-DJ, JR			
23	24	25 Council	26	27	28	29
30	31	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