

**AGENDA  
CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 12, 2016**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, April 12, 2016, in the Council Chambers of the County Office, Worsley, Alberta, at 9:30 a.m.

<b>1. CALL TO ORDER</b>	
<b>2. AGENDA</b>	
<b>3. MINUTES</b>	
a. Previous: Regular Council Meeting March 22, 2016,.....	3
<b>4. DELEGATION(S)</b>	
a. Cleardale Co-operative Ltd <b>1:00 p.m.</b> .....	10
<b>5. PUBLIC HEARING(S)</b>	
<b>6. TENDER OPENING(S) <b>9:45 a.m.</b></b>	
a. 2016-06 Cleardale Grader Beat .....	13
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CLEAR HILLS COUNTY AGENDA  
APRIL 12, 2016

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**11. CONFIDENTIAL ITEMS**

**12. ADJOURNMENT**

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
COUNTY COUNCIL CHAMBERS  
MARCH 22, 2016**

PRESENT	Jake Klassen Charlie Johnson Miron Croy Dan Fletcher Lee Svederus Peter Frixel	Reeve Councillor Councillor Councillor Councillor Councillor
ABSENT	Jason Ruecker	Deputy Reeve
ATTENDING	Allan Rowe Audrey Bjorklund Ron Jensen Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Public Works Manager (PWM) Executive Assistant (EA)
CALL TO ORDER	Reeve Klassen called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C141-16(03/22/16)	<b>RESOLUTION by Councillor Johnson to adopt the agenda governing March 22, 2016, Regular Council Meeting with the addition of 7.a.9. Cleardale Parking Lot. CARRIED.</b>	
<u>APPROVAL OF MINUTES</u> Previous Meeting Minutes  C142-16(03/22/16)	<b>RESOLUTION by Councillor Svederus to adopt the minutes of March 8, 2016, Regular Council Meeting, as presented. CARRIED.</b>	
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report  C143-16(03/22/16)	Council reviewed the most recent Management Team Activity Report.  <b>RESOLUTION by Councillor Johnson to accept the March 8, 2016, Management Team Activity Report, as presented. CARRIED.</b>	
Federation of Canadian Municipalities  C144-16(03/22/16)	Annual Federation of Canadian Municipalities Annual Conference and Trade Show June 2-5, 2016 at the RBC Convention Centre, Winnipeg, Manitoba.  <b>RESOLUTION by Councillor Croy to receive the information provided on the Annual Federation of Canadian Municipalities</b>	

**Annual Conference and Trade Show June 2-5, 2016 at the RBC Convention Centre, Winnipeg, Manitoba, as presented.**

**CARRIED.**

Annual Public Meetings

It has been the practice of past Councils to hold Public Meetings at two locations in the County each year once the accountants have submitted the year-end financial statements. Keeping with the meeting location rotation that has been followed; this year they would be in Worsley & David Thompson Hall.

**C145-16(03/22/16)**

**RESOLUTION by Reeve Klassen to have Allan Rowe chair the public meetings scheduled on April 19, 2016, at 7:00 p.m. at the Worsley Community room and April 21, 2016, at 7:00 p.m. at the David Thompson Hall.**

**CARRIED.**

Reeve Klassen recessed the meeting at 9:43 a.m.  
Reeve Klassen reconvened the meeting at 9:45 a.m.

TENDER OPENING

Tender 2016-11  
Eureka River Road

Council is presented with tender 2016-11 Eureka River Road, Range Road 80 and Bf71825 to open, have WSP analyse results and bring back recommendations.

**C146-16(03/22/16)**

**RESOLUTION by Councillor Johnson to open tender 2016-11 Eureka River Road, Range Road 80 and Bf71825, have WSP analyse results and bring back recommendations to later in the meeting.**

**CARRIED.**

Company	Amount
Wapiti Gravel Suppliers	\$12,491,263.87
Ledcor Alberta Ltd	\$14,822,004.67
Carmacks Enterprises Ltd.	\$13,579,058.75
Knelsen Sand & Gravel Ltd.	\$11,129,000.30
Petrowest Construction LP.	\$10,766,262.96

Conservation and Protected Areas

Councillor Svederus requested a discussion regarding Conservation and Protected Areas in Clear Hills County.

**C147-16(03/22/16)**

**RESOLUTION by Councillor Svederus to table the discussion on Conservation and protected areas to a future Council Meeting.**

**CARRIED.**

CONFIDENTIAL  
ITEM(S)

One legal item was discussed in camera.

**C148-16(03/22/16)**

**RESOLUTION by Councillor Frixel to go in camera at 10:05 a.m.**

**CARRIED.**

**C149-16(03/22/16)**

**RESOLUTION by Councillor Fletcher to come out of camera at 10:08 a.m. CARRIED.**

DELEGATIONS

CNRL

Bob, Kylo, Nick Gafuik and Brian Molendyk from Canadian Natural Resources Limited (CNRL) will be in attendance at 10:10 a.m. to discuss property taxes.

Reeve Klassen recessed the meeting at 10:19 a.m.

Reeve Klassen reconvened the meeting at 10:28 a.m.

**C150-16(03/22/16)**

**RESOLUTION by Councillor Croy to receive the delegation from Bob, Kylo, Nick Gafuik and Brian Molendyk from Canadian Natural Resources Limited (CNRL) discussion regarding property taxes for information. CARRIED.**

Hines Creek Golf Course

Representatives of the Hines Creek Golf Course will be in attendance at 10:30 a.m. present to Council the work they have accomplished to date on the new clubhouse and their Capital Grant funding request to finish the building.

**C151-16(03/22/16)**

**RESOLUTION by Councillor Johnson to approve the Hines Creek Golf Courses request for a Capital Grant to finish the clubhouse building in the amount of \$ 25,000.00 (twenty-five thousand dollars) funds to be allocated from the recreation reserve. CARRIED.**

LandUse 2016

Councillor Svederus requested a discussion regarding LANDUSE-2016 a Global Context to explore regional planning in Alberta

**C152-16(03/22/16)**

**RESOLUTION by Councillor Fletcher to approve the attendance of Councillor Croy to attend the Landuse 2016 Global Context May 4&5, 2016 at the Westin Hotel in Edmonton, Alberta. CARRIED.**

Registering Trucks For Local Gravel Haul

Councillor Frixel requested a discussion regarding registering trucks for our annual local gravel haul.

**C153-16(03/22/16)**

**RESOLUTION by Councillor Frixel to receive for information the discussion regarding registering trucks for our annual local gravel haul. CARRIED.**

Cleardale Parking Lot

Councillor Fletcher requested a discussion regarding Cleardale Parking Lot be added to today's agenda.

**C154-16(03/22/16)**

**RESOLUTION by Councillor Fletcher proceeds to tender for the dirt work and construction for the Cleardale Industrial Parking lot south of the Cleardale residential lots on the 6.72 acres. CARRIED.**



DMI Woodlands  
Meeting

A meeting has been set up for Thursday, April 7, 2016, at 12:30 p.m. to meet with DMI Woodlands Manager, Stefan Szabo in Peace River, Alberta Woodlands Upper Large Board Room 2, to discuss utilising waste wood to fuel the proposed Biomass facility.

**C155-16(03/22/16)**

**RESOLUTION by Councillor Croy to approve the attendance of Councillor Frixel and Councillor Croy to attend the meeting on Thursday, April 7, 2016, at 12:30 p.m. to meet with DMI Woodlands Manager, Stefan Szabo in Peace River, Alberta. Woodlands Upper Large Board Room 2, to discuss utilising waste wood to fuel the proposed Biomass facility. CARRIED.**

Reeve Klassen recessed the meeting at 11:24 a.m.  
Reeve Klassen reconvened the meeting at 12:04 p.m.

AAMDC Follow-Up

Council attended the spring AAMDC Conference in Edmonton on March 14 through 16th, at that time Council was able to meet with the Minister of Agricultural, Oneil Carlier and the Director, Surface Water Policy, Water Policy Branch, Policy and Planning Division to discuss Alberta's Wetlands Policy. Council also took in many key speakers and information workshops.

**C156-16(03/22/16)**

**RESOLUTION by Councillor Fletcher to receive the AAMDC Follow-up discussion for information. CARRIED.**

CORPORATE  
SERVICES

Accounts Payable  
(March 9, 2016, to  
March 22, 2016)

A list of expenditures for Clear Hills County for the period of March 9, 2016, to March 22, 2016, is provided for Council's review.

**C157-16(03/22/16)**

**RESOLUTION by Councillor Croy that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 9, 2016, to March 22, 2016, for a total of \$398,639.16 (three hundred and ninety-eight thousand six hundred and thirty-nine dollars and sixteen cents). CARRIED.**

Tax Sale Property

On November 25, 2015, Plan 0621299, Block 1, Lot 1, a portion of SE 28-87-7-W6M, was offered for sale at public auction under the provisions of the Municipal Government Act. The parcel did not sell at auction and the title has been transferred to Clear Hills County.

**C158-16(03/22/16)**

**RESOLUTION by Councillor Svederus to dispose of Plan 0621299, Block 1, Lot 1 for fair market value, \$40,000.00 (forty thousand dollars). CARRIED.**

COMMUNITY  
SERVICES

Schedule of  
Fees Bylaw

Council is provided with a revised Schedule of Fees Bylaw with the fees related to Land Use Bylaw Amendments and Development

TUESDAY, MARCH 22, 2016

Appeals struck out, following up on the discussion at the March 8, 2016, meeting and resolution C130-16(03/08/16).

C159-16(03/22/16)

**RESOLUTION by Councillor Croy that Council gives first reading to Bylaw 203-16 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 197-15.CARRIED.**

C160-16(03/22/16)

**RESOLUTION by Councillor Svederus that Council gives second reading to Bylaw 203-16 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 197-15. CARRIED.**

C161-16(03/22/16)

**RESOLUTION by Reeve Klassen that Council proceeds with third reading of Bylaw 203-16.CARRIED UNANIMOUSLY**

C162-16(03/22/16)

**RESOLUTION by Councillor Fletcher that Council gives third and final reading of Bylaw 203-16 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 197-15. CARRIED.**

Porta Potties

Administration has checked with the groups responsible for the campgrounds where the County's annual BBQ's are hosted and have use for the portable toilets as follows:

George Lake Aquatic & Recreation Association – 2 individual units

Many Island Recreation Society – Handicap unit

Make River Agricultural Society – 2 individual units

C163-16(03/22/16)

**RESOLUTION by Councillor Croy to not build a replacement porta-pottie trailer rental unit and donate the five porta-pottie units that were purchased for this purpose to the local campground operating groups where the County holds the annual BBQ as follows:**

**George Lake Aquatic & Recreation Association – 2 individual units**

**Many Island Recreation Society – Handicap unit**

**Cleardale Agricultural Society – 2 individual units**

**CARRIED.**

Council Trade Show  
Schedule

Council assists with breakfast and host the Clear Hills Council booth at the Annual Agricultural Tradeshow that is scheduled for April 9, 2016.

PUBLIC WORKS

Tender 2016-11

Road Tour

Council to schedule a date and determine a route for the 2016 annual road tour.

**C164-16(03/22/16)**

**RESOLUTION by Councillor Croy to schedule the annual road tour on April 4, 2016, and determine a route for the 2016 annual road tour. CARRIED.**

Crack Sealing

Council is presented with information regarding crack sealing pavement.

**C165-16(03/22/16)**

**RESOLUTION by Councillor Fletcher to enter into an agreement with A & L Maintenance to crack seal approximately 42 km. In the amount of \$1000.00 (one thousand dollars) per km. CARRIED.**

SW 1-85-2-W6M  
Duggan Access

Council is presented with information regarding the construction which was started in 2015 to access east of Range Road 23 for one and tree quarters of a mile on Township Road 850 and 100 metres north of Township Road 850 on Range Road 21; servicing SW 1-85-2-W6M.

**C166-16(03/22/16)**

**RESOLUTION by Councillor Croy to continue with the attempt to acquire approvals and complete construction to access SW 1-85-2-W6M. Additional required funding in the amount of \$32,500.00 (thirty-two thousand five hundred dollars) will be drawn from road reserves for engineering and Alberta Environment approvals CARRIED.**

WRITTEN REPORTS  
COUNCIL,  
COMMITTEE &  
MANAGERS

Council Reports

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

Chief Administrative  
Officer's Report

The Chief Administrative Officer report was reviewed.

**C167-16(03/22/16)**

**RESOLUTION by Reeve Klassen to receive the information provided in the Chief Administrative Officer report for March 22, 2016, for information, as presented. CARRIED.**

Community  
Development  
Manager's Report

The Community Development Managers report was reviewed.

**C168-16(03/22/16)**

**RESOLUTION by Councillor Croy to receive the information provided in the Community Development Managers report for March 22, 2016, for information, as presented. CARRIED.**

Corporate Service  
Manager's Report

There was nothing to report.

Public Works  
Manager's Report

The Public Works Managers report was reviewed.



**C169-16(03/22/16)**

**RESOLUTION by Councillor Fletcher to receive the information provided in the Public Works Managers report for March 22, 2016, for information, as presented. CARRIED.**

COUNCIL INFORMATION

Council was presented with the correspondence of pertinent information that has been received.

**C170-16(03/22/16)**

**RESOLUTION by Reeve Klassen to receive for information the correspondence presented at the March 22, 2016 Regular Council Meeting. CARRIED.**

CALENDARS

Council and Administration reviewed the upcoming months' calendars for Councillor Boards and Committee scheduled meetings, to assist Administration with record keeping and Council with a reminder.

**C171-16(03/22/16)**

**RESOLUTION by Councillor Fletcher to receive for information the March, April and May 2016, calendars, as presented.**

MMSA	April 15	Frixel
Road Tour	April 4	All
Worsley Public	April 19	All
DT Hall Public	April 21	All
		<b>CARRIED.</b>

Eureka River Road

Council was presented with analysed results for tender 2016-11 Eureka River Road, Range Road 80 and Bf71825 and recommendations.

**C172-16(03/22/16)**

**RESOLUTION by Councillor Svederus to award tender 2016-11 Eureka River Road, Range Road 80 and Bf71825 to Wapiti Gravel Suppliers excluding GST for a total of \$9,968,280.01(nine million nine hundred and sixty-eight thousand two hundred and eighty thousand dollars and one cent). CARRIED.**

ADJOURNMENT

Deputy Reeve Klassen adjourned the March 22, 2016, Regular Council Meeting at 1:21 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>DELEGATION – CLEARDALE CO-OPERATIVE LTD. 1:00 PM</b>
File:	62-02-02

### DESCRIPTION:

Representatives of the Cleardale Co-operative Ltd. will be in attendance at 1:00 p.m. to present a request for a grant for capital improvements to the Co-op. The co-op was formed in 2011 and includes a restaurant, groceries, fuel, banking and a post office.

### BACKGROUND:

### ATTACHMENTS:

- Email request for delegation
- Capital Grant Request

### RECOMMENDED ACTION:

RESOLUTION by     to

Initials show support - Reviewed by:

Manager:

*ABJ*

CAO:

*[Signature]*

## Audrey Bjorklund

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**From:** Murray Lewis <murray@6lewis.com>  
**Sent:** April-05-16 12:56 PM  
**To:** Audrey Bjorklund  
**Cc:** Isaac Fehr  
**Subject:** Delegation and Capital Grant Request  
**Attachments:** Capital Grant Request.docx

Dear Ms. Bjorklund:

On behalf of the Cleardale Co-operative Ltd (the Co-op) I would like to request a delegation to present the Co-op's Capital Grant Request to council at their upcoming meeting. Attached please find a copy of the Capital Grant Request for council.

Regards,

Murray Lewis, Vice-President

Cleardale Co-operative Ltd.

murray@6lewis.com

Cleardale Co-operative Ltd.

## Capital Grant Request

To Clear Hills County Council,

The Cleardale Co-operative Ltd. (the Co-op) would like to request capital funding from the Clear Hills County to assist the Co-op in providing the goods and services to the community that are a key element to the local quality of life. These services the Co-op provides include the restaurant, groceries, fuel, banking and a post office. The Co-op was formed in 2011 to take over the existing store that was failing with the chief goal of continuing to provide the desired goods and services. The Co-op is an independent co-op with an open and broad-based membership of 125+ members from across the county.

The Co-op continues to improve its business, and no longer operates at a loss, but capital is stretched thin, limiting service improvement and leaving little reserve for unexpected capital outlays. The recent and unexpected failure of the cooler refrigeration unit thus has the Co-op looking for capital funding.

Following is a list of prioritized capital projects. With the County's help we would like to get as far down this list as we can:

Capital Project	Cost
1. Refrigeration unit for Cooler.	\$8,000
2. Expanded Mail-box space	\$10,000
3. Store façade and deck – improve accessibility and look.	\$15,000
4. Electronic Highway sign	\$40,000
5. New chairs and tables for Restaurant	\$7,500
6. Restaurant renovation, reconfigure space	\$20,000
7. New fuel pumps and tanks	\$100,000

We look forward to further discussing these ideas as a delegation before council. Thanks for your past support of our store and community. Together we can ensure continued provision of services that contribute to the quality of life in our community.

Regards,

Board of Directors

Cleardale Co-operative Ltd.





# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Ron Jensen
Title:	<b>OPEN TENDER 2016-07 EUREKA RIVER GRADER BEAT</b>
File:	32-06-24

### DESCRIPTION:

Council to open 2016-07 – Eureka River Grader Beat, analyze and bring back results to a future Regular Council meeting.

### BACKGROUND:

**C92-16(02/09/16)**      **RESOLUTION** by Councillor Croy proceed to tender all grader beats that are due to expire on October 31, 2016, and make any required changes to the contract.      **CARRIED.**

### BUDGET:

\$2,423,200.00 allotted in the 2016 General Operating Budget

### RECOMMENDED ACTION:

Resolution by ..... to open 2016-07 – Eureka River Grader Beat, analyze and bring back results to a future Regular Council meeting.

<b>Initials show support -</b> Reviewed by:	Manager: <i>RJ</i>	CAO: <i>[Signature]</i>
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# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Ron Jensen
Title:	<b>OPEN TENDER 2016-08 - HINES CREEK GRADER BEAT</b>
File:	32-06-25

### DESCRIPTION:

Council to open 2016-08 – Hines Creek Grader Beat, analyze and bring back results to a future Regular Council meeting.

### BACKGROUND:

**C92-16(02/09/16) RESOLUTION by Councillor Croy proceed to tender all grader beats that are due to expire on October 31, 2016, and make any required changes to the contract. CARRIED.**

### BUDGET:

\$2,423,200.00 allotted in the 2016 General Operating Budget

### RECOMMENDED ACTION:

Resolution by ..... to open 2016-08 – Hines Creek Grader Beat, analyze and bring back results to a future Regular Council meeting.

Initials show support - Reviewed by:

Manager: *RT*

CAO: *RL*



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Ron Jensen
Title:	<b>OPEN TENDER 2016-10 – WHITELAW GRADER BEAT</b>
File:	32-06-28

### DESCRIPTION:

Council to open 2016-10 – Whitelaw Grader Beat, analyze and bring back results to a future Regular Council meeting.

### BACKGROUND:

**C92-16(02/09/16) RESOLUTION by Councillor Croy proceed to tender all grader beats that are due to expire on October 31, 2016, and make any required changes to the contract. CARRIED.**

### BUDGET:

\$2,423,200.00 allotted in the 2016 General Operating Budget

### RECOMMENDED ACTION:

Resolution by ..... to open 2016-10 – Whitelaw Grader Beat, analyze and bring back results to a future Regular Council meeting.

Initials show support - Reviewed by:

Manager: *RT*

CAO: *AS*

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	April 12, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>MANAGEMENT TEAM ACTIVITY REPORT</b>
File:	11-02-02

### DESCRIPTION:

Management activity report for March 22, 2016

### ATTACHMENTS:

- o Management Activity Report

### RECOMMENDED ACTION:

RESOLUTION by .... that the management activity report for March 22, 2016 be accepted, as presented.

<b>Initials show support -</b> Reviewed by:	<b>Manager:</b>	<b>CAO:</b>	<i>rel</i>
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## Management Team

### Activity Report for March 22, 2016

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:   
 CAO = Chief Administrative Officer                      CSM = Corporate Services Manager  
 PWM = Public Works Manager                              EA = Executive Assistant  
 CDM = Community Development Manager

**MOTION DATE                      DESCRIPTION                      DEPT                      STATUS**

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		<b>March 24, 2015</b>		
C164-15	03/24/15	RESOLUTION by Councillor Svederus to proceed with construction of the Eureka River non-potable water supply. CARRIED.	PWM	In Works
		<b>May 26, 2015</b>		
C273-15	05/26/15	RESOLUTION by Councillor Fletcher to proceed with the Hines Creek Truck fill option 4 estimate from WSP across from UFA in Hines Creek, Ab for a total of \$295,608.00 (two hundred and ninety five thousand six hundred and eight dollars) including engineering with funds to be allocated from the Rate Stabilization reserve. CARRIED.	PWM CSM	In Waiting
		<b>January 26, 2016</b>		
C43-16	01/26/16	RESOLUTION by Councillor Svederus to schedule standard one hour meeting with the AAMDC executive staff to be held during a Regular Council Meeting. CARRIED.	EA	Waiting on AAMDC
C46-16	01/26/16	RESOLUTION by Councillor Fletcher to table the replacement porta-potties discussion till the next Regular Council Meeting. CARRIED.	CDM	March 22 RFD
C50-16	01/26/16	RESOLUTION by Councillor Johnson to support the Municipal District of Fairview #136 application to apply for an Alberta Community Partnership Program grant to be used for the replacement of the fuel card lock system at the Fairview Airport. CARRIED.	EA/ CSM	
C51-16	01/26/16	RESOLUTION by Deputy Reeve Ruecker to table the request for a financial contribution to the Municipal District of Fairview #136 up to \$20,000.00 (twenty thousand dollars) to assist with the	EA	



## Management Team

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### Activity Report for March 22, 2016

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:   
 CAO = Chief Administrative Officer      CSM = Corporate Services Manager  
 PWM = Public Works Manager              EA = Executive Assistant  
 CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		replacement of the fuel card lock system at the Fairview Airport in 2016. Until a future Regular Council Meeting.CARRIED.		
C60-16	01/26/16	RESOLUTION by Councillor Croy to accept the proposed brushing program as presented, acquire all necessary agreements and proceed to tender.CARRIED.	PWM	In Works
		February 9, 2016		
C70-16	02/09/16	RESOLUTION by Councillor Svederus to include a tour of the clubhouse at the Hines Creek Golf and Country Association with the annual road tour. CARRIED.	EA	Road tour date TBA
C79-16	02/09/16	RESOLUTION by Councillor Frixel to document all Provincial road complaints and concerns on primary and secondary highways within the county for future reference when meeting with the Ministers. CARRIED.	EA	
C92-16	02/09/16	RESOLUTION by Councillor Croy proceed to tender all grader beats that are due to expire on October 31, 2016, and make any required changes to the contract.CARRIED.	PWM	Tender opening April 12
C93-16	02/09/16	RESOLUTION by Councillor Fletcher to proceed to tender to Construct an access road to SW-7-84-2-W6M. CARRIED.	PWM	In Works
C94-16	02/09/16	RESOLUTION by Councillor Frixel to proceed to tender to construct an access road to SW-16-83-4-W6M. CARRIED.	PWM	In Works
C95-16	02/09/16	RESOLUTION by Councillor Croy install a water meter on the Whitelaw Water Well to monitor the water usage and table the tender for the upgrade to the Whitelaw Water Well to a future Council meeting.CARRIED.	PWM	



**Management Team**

**Activity Report for March 22, 2016**

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:   
 CAO = Chief Administrative Officer      CSM = Corporate Services Manager  
 PWM = Public Works Manager      EA = Executive Assistant  
 CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS
<b>February 23, 2016</b>				
C105-16	02/23/16	RESOLUTION by Councillor Croy to nominate Councillor Svederus to represent the AAF and the Farmers and Ranchers of Alberta in the consultation process for Bill 6. CARRIED.	EA	
C107-16	02/23/16	RESOLUTION by Councillor Fletcher to authorize an unconditional grant to the Cleardale Community Enhancement Society up to a maximum of \$2,200,000.00 (two million, two hundred thousand dollars) for the completion of the construction of the Seniors Housing in Cleardale Alberta, with progress payments being made as project stages are completed. CARRIED.	CDM	Agreement sent to society for signing
C108-16	02/23/16	RESOLUTION by Councillor Svederus to proceed to tender on the reconstruction, base and paving of the Eureka River Road. Starting from the intersection of Township Road 870 and Range Road 70 then proceeding south for four miles to the intersection of Range Road 70 and Township Road 862, then east for four miles on Township Road 862 to Range Road 62 and add the hard servicing to range Road 80 from township road 870 to the Worsley Water treatment plant as a deletable item. CARRIED.	PWM	Tendered
C111-16	02/23/16	RESOLUTION by Councillor Svederus to request a meeting with Thorsten Hebben and Matthew Wilson with Alberta Parks and Environment to discuss Wetland legislation during the 2016 AAMDC Convention. CARRIED.	EA	March 14 meeting
<b>March 8, 2016</b>				





## Management Team

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### Activity Report for March 22, 2016

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:

CAO = Chief Administrative Officer                      CSM = Corporate Services Manager

PWM = Public Works Manager                              EA = Executive Assistant

CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C126-16	03/08/16	RESOLUTION by Councillor Svederus to have a traffic count with four different locations on the Clear Prairie Road. <b>CARRIED.</b>	PWM	
C127-16	03/08/16	RESOLUTION by Councillor Frixel to draft a letter to advise AAMDC of our disappointment of lack of availability to schedule Minister Meetings at the AAMDC Conferences. <b>CARRIED.</b>	EA	Letter drafted
C128-16	03/08/16	RESOLUTION by Councillor Johnson to have a package prepared to give to the Minister of Transportation including past projects including dollar amounts that we have used our linear taxes towards. Reiterating the importance of the completion of the Clear Prairie Resource Road Phase VI with a 50/50 cost share with the Government of Alberta. <b>CARRIED.</b>	EA	
C130-16	03/08/16	RESOLUTION by Councillor Fletcher to approve the waiving of Development Appeal Application Fees of \$250.00 (two hundred and fifty dollars) and bring back Bylaw 197-15 to a later meeting to review development related fees and charges. <b>CARRIED.</b>	CDM	March 22 RFD
C132-16	03/08/16	RESOLUTION by Councillor Frixel to table the proposed Land Use Bylaw ammendments and invite Natural Resources Conservation Board (NRCB) to attend a future Council Meeting. <b>CARRIED.</b>	CDM	
C135-16	03/08/16	RESOLUTION by Councillor Croy to proceed with the purchase of the loaded and scaled gravel from TRI-S Concrete Ltd. at a cost of \$11.50 (eleven dollars and fifty cents) per ton, for the 2016 gravel haul eastern portion of the county. <b>CARRIED.</b>	PWM	
C136-16	03/08/16	RESOLUTION by Councillor Svederus to deny the request to have a ¼ mile access road	EA	Letter sent



**Management Team**

**Activity Report for March 22, 2016**

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:   
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MOTION	DATE	DESCRIPTION	DEPT	STATUS												
		constructed on Range Road 15 south of Secondary highway 685 to the landowner's resident. CARRIED.														
		<b>MARCH 22, 2016</b>														
C145-16	03/22/16	RESOLUTION by Reeve Klassen to have Allan Rowe chair the public meetings scheduled on April 19, 2016 at 7:00 p.m. at the Worsley Community room and April 21, 2016 at 7:00 p.m. at the David Thompson Hall. CARRIED.	EA	Booked & advertised												
C146-16	03/22/16	RESOLUTION by Councillor Johnson to open tender 2016-11 Eureka River Road, Range Road 80 and Bf71825, have WSP analyze results and bring back recommendations to later in the meeting. CARRIED.														
		<table border="1"> <thead> <tr> <th>Company</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Wapiti Gravel Suppliers</td> <td>\$12,491,263.87</td> </tr> <tr> <td>Ledcor Alberta Ltd</td> <td>\$14,822,004.67</td> </tr> <tr> <td>Carmacks Enterprises Ltd.</td> <td>\$13,579,058.75</td> </tr> <tr> <td>Knelsen Sand &amp; Gravel Ltd.</td> <td>\$11,129,000.30</td> </tr> <tr> <td>Petrowest Construction LP.</td> <td>\$10,766,262.96</td> </tr> </tbody> </table>	Company	Amount	Wapiti Gravel Suppliers	\$12,491,263.87	Ledcor Alberta Ltd	\$14,822,004.67	Carmacks Enterprises Ltd.	\$13,579,058.75	Knelsen Sand & Gravel Ltd.	\$11,129,000.30	Petrowest Construction LP.	\$10,766,262.96		
Company	Amount															
Wapiti Gravel Suppliers	\$12,491,263.87															
Ledcor Alberta Ltd	\$14,822,004.67															
Carmacks Enterprises Ltd.	\$13,579,058.75															
Knelsen Sand & Gravel Ltd.	\$11,129,000.30															
Petrowest Construction LP.	\$10,766,262.96															
C147-16	03/22/16	RESOLUTION by Councillor Svederus to table the discussion on Conservation and protected areas to a future Council Meeting. CARRIED.														





## Management Team

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### Activity Report for March 22, 2016

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:

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CDM = Community Development Manager

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C151-16	03/22/16	RESOLUTION by Councillor Johnson to approve the Hines Creek Golf Courses request for a Capital Grant to finish the clubhouse building in the amount of \$ 25,000.00 (twenty five thousand dollars) funds to be allocated from the recreation reserve. CARRIED.	CDM	
C152-16	03/22/16	RESOLUTION by Councillor Fletcher to approve the attendance of Councillor Croy to attend the Landuse 2016 Global Context May 4&5, 2016 at the Westin Hotel in Edmonton, Alberta. CARRIED.	EA	Registered
C154-16	03/22/16	RESOLUTION by Councillor Fletcher proceed to tender on the dirt work and construction for the Cleardale Industrial Parking lot south of the Cleardale residential lots on the 6.72 acres. CARRIED.	PWM	In Works
C155-16	03/22/16	RESOLUTION by Councillor Croy to approve the attendance Councillor Frixel and Councillor Croy to attend the meeting on Thursday, April 7, 2016, at 12:30 p.m. to meet with DMI Woodlands Manager, Stefan Szabo in Peace River, Alberta. Woodlands Upper Large Board Room 2, to discuss utilizing waste wood to fuel the proposed Biomass facility. CARRIED.	EA	
C158-16	03/22/16	RESOLUTION by Councillor Svederus to dispose of Plan 0621299, Block 1, Lot 1 for fair market value, \$40,000.00 (forty thousand dollars). CARRIED.	CSM	



**Management Team**

**Activity Report for March 22, 2016**

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:   
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<b>MOTION</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPT</b>	<b>STATUS</b>
C159-16	03/22/16	RESOLUTION by Councillor Croy that Council gives first reading to Bylaw 203-16 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 197-15.CARRIED.		Updated
C160-16	03/22/16	RESOLUTION by Councillor Svederus that Council gives second reading to Bylaw 203-16 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 197-15. CARRIED.		
C161-16	03/22/16	RESOLUTION by Reeve Klassen that Council proceeds with third reading of Bylaw 203-16.CARRIED UNANIMOUSLY		
C162-16	03/22/16	RESOLUTION by Councillor Fletcher that Council gives third and final reading of Bylaw 203-16 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 197-15. CARRIED.		
C163-16	03/22/16	RESOLUTION by Councillor Croy to not build a replacement porta-pottie trailer rental unit and donate the five porta-pottie units that were purchased for this purpose to the local campground operating groups where the County holds the annual BBQ as follows: George Lake Aquatic & Recreation Association – 2 individual units Many Island Recreation Society – Handicap unit Cleardale Agricultural Society – 2 individual units                      CARRIED.	CDM	



## Management Team

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### Activity Report for March 22, 2016

**LEGEND:**

Budget Items:  Completed Items:  Items in Waiting:   
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
C164-16	03/22/16	RESOLUTION by Councillor Croy to schedule the annual road tour for April 4, 2016 and determine a route for the 2016 annual road tour. <b>CARRIED.</b>	EA/ PWM	Lunch at HC Golf Course
C165-16	03/22/16	RESOLUTION by Councillor Fletcher to enter into an agreement with A & L Maintenance to crack seal approximately 42 km. In the amount of \$1000.00 (one thousand dollars) per km. <b>CARRIED.</b>	PWM	
C166-16	03/22/16	RESOLUTION by Councillor Croy to continue with attempt to acquire approvals and complete construction to access SW 1-85-2-W6M. Additional required funding in the amount of \$32,500.00 (thirty two thousand five hundred dollars) will be drawn from road reserves for engineering and Alberta Environment approvals <b>CARRIED.</b>	PWM	
C172-16	03/22/16	RESOLUTION by Councillor Svederus to award tender 2016-11 Eureka River Road, Range Road 80 and Bf71825 to Wapiti Gravel Suppliers excluding GST for a total of \$9,968,280.01(nine million nine hundred and sixty eight thousand two hundred and eighty thousand dollars and one cent). <b>CARRIED.</b>	PWM	

**BUDGET ITEMS**

November 11, 2011				
C835	10/11/11	RESOLUTION by Councillor Bigam that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year for 5 years to upgrade lights at the Manning	CSM	2012-2016 Budgets 2015 ✓





## Management Team

### Activity Report for March 22, 2016

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		<b>Airport. CARRIED.</b>		
<b>October 23, 2012</b>				
C702-12	10/23/12	RESOLUTION by Councillor Bigam to budget \$2500.00 (two thousand, five hundred dollars) a year for five years in the operating budget to Sorrentino's Compassion House in Edmonton, which provides accommodation for women who are travelling to the Cross Cancer Institute. CARRIED.	CDM/ CSM	2013-2017 Budget 2015 ✓
<b>November 27, 2013</b>				
C701-13	11/19/13	RESOLUTION by Councillor Fletcher to include \$4,924.00 (four thousand, nine hundred twenty four dollars) in the 2014, 2015 and 2016 Operating Budget for the Fairview & District Victims Assistance Association. CARRIED.	CSM/ CDM	2014-2016 Budget 2015 ✓
<b>January 15, 2014</b>				
C756-13	12/10/13	RESOLUTION by Councillor Svederus to receive for information the delegation of Glenda Farnden, Major Gifts Manager for STARS Grande Prairie base who was in attendance as a delegation at 10:30 a.m. to provide Council with an update and change the future commitment for 2015, 2016 and 2017 to \$75,000.00 per annum (seventy five thousand dollars). CARRIED.	CDM CSM	2015-2017 2015 ✓
<b>September 2014</b>				
C520-14	08/26/14	RESOLUTION by Councillor Frixel to support amending the Peace Library System Master Agreement to increase municipal fees by five percent per year between 2016 and 2018. CARRIED.	CDM CSM	2016-2018
<b>September 10, 2015</b>				
C422-15	09/08/15	RESOLUTION by Councillor Fletcher to receive the information from Glenda Farnden with STARS and to increase funding from \$75,000.00 (seventy five thousand dollars) to \$100,000.00 (one hundred thousand dollars) in 2018-2020. CARRIED.	CSM	2018-2020
C429-15	09/08/15	RESOLUTION by Councillor Croy to carry the increased 2015 FCSS grant funds to 2016. CARRIED.	CDM	
<b>September 23, 2015</b>				
C453-15	09/22/15	RESOLUTION by Councillor Fletcher to include funding in the amount of \$560,000.00 (five	PWM CSM	





## Management Team

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### Activity Report for March 22, 2016

**LEGEND:**

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		hundred and sixty thousand dollars) per year in the 2016, 2017, 2018, 2019 & 2020 budget and include \$260,000.00 (two hundred and sixty thousand dollars) per year in future budgets for ongoing vegetation control on the brushed intersections. CARRIED.		
C454-15	09/22/15	RESOLUTION by Councillor Frixel to Include \$82,958.00 (eighty two thousand nine hundred and fifty eight dollars) in the 2016 Operating Budget for the Trades Training program. CARRIED.	CDMC SM	
		November 5, 2015		
C46-15	01/13/15	RESOLUTION by Councillor Frixel to tender the enclosed Emergency Response Trailer that is approved in the 2015 Capital Plan for use by the fire departments on extended emergency response calls and the County during a municipal emergency. CARRIED.	CDM	In Waiting
C486-15	10/13/15	RESOLUTION by Councillor Svederus to receive the ditch cleaning map for information and include \$500,000.00 (five hundred thousand dollars) in the 2016 operating budget. CARRIED.	PWM	
C487-15	10/13/15	RESOLUTION by Councillor Fletcher to approve the request to construct an access road approximately 3/4 of a mile south on Range Road 30 to access SW-7-84-2-W6M and hire an engineering firm to do the wetland assessment and to add it to the 2016 Capital Plan. CARRIED.	PWM	
C54-16	01/26/16	Resolution by Deputy Reeve Ruecker to include \$10,000.00 (ten thousand dollars) in the 2016 Operating Budget for the Coyote Hunt Incentive Program and set the compensation paid per eligible coyote carcass at \$30.00 (thirty dollars) with a limit of 10 coyote carcass per month per participant. CARRIED.	CDM	
C56-16	01/26/16	Resolution by Councillor Johnson to include \$5,000.00 (five thousand dollars) in the 2016 Operating Budget for the Bovine Spongiform Encephalopathy Testing Incentive Program and set the compensation paid per eligible beef cattle carcass tested at \$125.00 (one hundred and twenty five dollars). CARRIED		





## Management Team

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### Activity Report for March 22, 2016

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
<b>February 24, 2016</b>				
C110-16	02/23/16	RESOLUTION by Councillor Johnson to include \$1,900.00 (one thousand nine hundred dollars) in the 2016 Operating Budget for the purchase and shipping of a tractor hitch mount style wire roller to be used as a rental equipment item. CARRIED.	CDM	

**ITEMS IN WAITING**

<b>July 10, 2013</b>				
C407-12	07/10/12	RESOLUTION by Councillor Bigam to approve \$20,000 (twenty thousand dollars) for the reconstruction of the Stoney Lake Boat Launch and dock installation with the funds to be allocated from the Recreation Capital Reserve and conditional on an agreement being entered into between the County and appropriate parties establishing the scope of work and cost sharing/funding arrangements. CARRIED.	CDM/ Frixel	Sept 2013 sign to be ordered, some minor items remaining almost complete
<b>August 28, 2012</b>				
C523-12	08/28/12	RESOLUTION by Reeve Johnson to approve the inclusion of Cherry Canyon Recreation Complex access road paving in the Secondary Highway 717 paving contract with Alberta Transportation paying only 50% of the engineering fees and Clear Hills County paying 50% of engineering and 100% of all other costs incurred. Councillor Bigam requested a recorded vote. For Deputy Reeve Klassen      Councillor Bigam Councillor Ostrem      Councillor Frixel Councillor Fletcher      Councillor Croy Reeve Johnson CARRIED.	PW	Waiting on Provincial budget (AB Transportation)
<b>May 27, 2014</b>				
C323-14	05/13/14	RESOLUTION by to Councillor Frixel to have Peace Valley Snow Riders extend the snowmobile trail from Stoney Lake to the Worsley Ski Hill in order to receive the additional \$20,000.00 (twenty thousand dollars) funding all construction is to be completed by the end of 2016.CARRIED.	CDM	Ongoing
<b>November 21, 2014</b>				



## Management Team

### Activity Report for March 22, 2016

**LEGEND:**

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
C752-14	10/28/14	RESOLUTION by Councillor Ruecker to extend the deadline for the snowmobile trail to be completed to 2018. <b>CARRIED.</b>	CDM	Notified
		<b>February 3, 2015</b>		
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. <b>CARRIED.</b>	CSM	
		<b>February 18, 2015</b>		
C88-15	(02/10/15)	RESOLUTION by Deputy Reeve Klassen That this council authorizes the destruction of 2012 monthly reconciliation reports, 2007 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2008. <b>CARRIED.</b>	CDM	
		<b>November 5, 2015</b>		
C306-15	06/09/15	RESOLUTION by Councillor Fletcher to approve the funding request of \$500,000.00 (five hundred thousand dollars) in the form of a loan to North Peace Housing Foundation for the completion of the Peace River Westview Development Seniors Affordable Housing Project for a term of 10 years at 1% above prime rate. Following the approved steps in Section 264 & 265 of the Municipal Government act. <b>CARRIED.</b>	EA/ CSM	Letter Sent/ In Waiting
C328-15	06/23/15	RESOLUTION by Councillor Frixel that Council authorizes a general grant of \$189,799.50 (one hundred and eighty nine thousand seven hundred and ninety nine dollars and fifty cents) to the Hines Creek Composite School to assist with the modifications and expansion of the current parking lot with funds to be allocated from the Rate Stabilization Reserve. <b>CARRIED.</b>	CDM CSM	Invoice received



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	APRIL 12, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Public Meeting Agenda
File:	11-02-02

### DESCRIPTION:

Council is presented with the agenda and display format for the Public Meetings that will be held on April 19, 2016, at 7:00 p.m. at the Worsley Community Room and April 21, 2016, at 7:00 p.m. at the David Thompson Hall.

### Display format will include:

1. Councillor Boards - Including current Boards and Committees
2. Corporate Service Boards - Multi Year Capital Plan Board

### Forms available for public:

Dust Control  
Senior Snowplowing  
VSI  
Scholarships  
No Mowing-(if Adopted)  
No Spray

### ATTACHMENT:

Draft Public Meeting Agenda

### RECOMMENDED ACTION:

**RESOLUTION** by.....to approve the agenda and display format for the Public Meetings that will be held on April 19, 2016, at 7:00 p.m. at the Worsley Community Room and April 21, 2016, at 7:00 p.m. at the David Thompson Hall.

Initials show support - Reviewed by:	Manager:	CAO:	
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**CLEAR HILLS COUNTY**

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**Public Meeting Agenda**

- |                      |   |
|----------------------|---|
| 7:00 p.m.            | Biomass Feasibility<br>Study Presentation<br>(by Harry Welling) |
| 7:30 p.m.            | Biomass Feasibility<br>Study Question &<br>Answer               |
| 8:00 p.m.- 8:45 p.m. | Councillor Question &<br>Answer session                         |

*Please help yourself to coffee and snacks!*



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
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 March 23, 2016 to April 12, 2016 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 March 23, 2016 to April 12, 2016 for a total of \$787,603.09.

Initials show support - Reviewed by:	Manager:	CAO:
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Ranges: From: To: From: To:  
 Vendor ID First Last Chequebook ID First Last  
 Vendor Name First Last Cheque Number First Last  
 Cheque Date 3/23/16 4/12/16

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1 EYE'D DISPOSAL GARBAGE COLLE	016635	4/12/16	\$24,309.25
Invoice Description Invoice Number Invoice Amount			
TRANSFER STATION CONTRACTOR	0029		\$12,031.25
TRANSFER STATIONS CONTRACTOR	0076		\$12,031.25
REPAIRING WATERLINE BREAK	0077		\$246.75
4 IMPRINT	016636	4/12/16	\$472.20
Invoice Description Invoice Number Invoice Amount			
PROMO ITEMS	4371143		\$472.20
756446 ALBERTA LTD.	016637	4/12/16	\$15,089.93
Invoice Description Invoice Number Invoice Amount			
ANN. GRAVEL HAUL-HAULING	MAR16-19/16		\$6,654.57
ANN. GRAVEL HAUL-HAULING	MAR21/16		\$1,927.10
ANN. GRAVEL HAUL-HAULING	MAR9-12/16		\$3,550.35
ANN. GRAVEL HAUL-HAULING	MAR14/16		\$1,751.40
ANN. GRAVEL HAUL-HAULING	MAR29/16		\$1,206.51
AEMA ENTERPRISES LTD.	016638	4/12/16	\$17,383.89
Invoice Description Invoice Number Invoice Amount			
ANN. GRAVEL HAUL-HAULING	MAR21/16		\$2,361.81
ANN. GRAVEL HAUL-HAULING	MAR16-19/16		\$8,832.26
ANN. GRAVEL HAUL-HAULING	MAR9-12/16		\$4,035.61
ANN. GRAVEL HAUL-HAULING	MAR10/16		\$414.46
ANN. GRAVEL HAUL-HAULING	MAR14/16		\$1,739.75
AGS Mechanical Contractors Ltd	016639	4/12/16	\$1,216.30
Invoice Description Invoice Number Invoice Amount			
URINAL & FURNACE MAINTENANCE	8787-SW		\$1,216.30
AIR LIQUIDE CANADA INC.	016640	4/12/16	\$4.91
Invoice Description Invoice Number Invoice Amount			
CYLINDER RENT	64179837		\$4.91
ALBERTA ASSOCIATION OF MUNICIPAL	016641	4/12/16	\$4.22
Invoice Description Invoice Number Invoice Amount			
ANTIFREEZE/LUBES COMM	PF-5403-53770		\$4.22

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ALBERTA RURAL MUNICIPAL ADMINS	016642	4/12/16	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
ZONE SPONSORSHIP	032916	\$800.00	
ALLAN BURNS BACKHOE SERV.	016643	4/12/16	\$3,255.00
Invoice Description	Invoice Number	Invoice Amount	
WORSLEY HAMLET SNOW REMOVAL	1594	\$3,255.00	
ALLIANCE ASSESSMENT CONSULTING	016644	4/12/16	\$9,345.00
Invoice Description	Invoice Number	Invoice Amount	
APRIL ASSESSMENT SERVICES	61-040116	\$9,345.00	
AMARILLO CONTRACTORS LTD.	016645	4/12/16	\$14,245.98
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR15-19/16	\$6,841.28	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$2,910.34	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,729.82	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,645.16	
ANN. GRAVEL HAUL-HAULING	MAR29/16	\$1,119.38	
AMSC INSURANCE SERVICES LTD	016646	4/12/16	\$9,922.21
Invoice Description	Invoice Number	Invoice Amount	
GROUP HEALTH BENEFITS	040116	\$9,922.21	
ANAVETS MAGAZINE	016647	4/12/16	\$303.45
Invoice Description	Invoice Number	Invoice Amount	
COUNTY AD.	Q2024706T0501	\$303.45	
BDP ENTERPRISES	016648	4/12/16	\$12,429.05
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,531.92	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$2,068.65	
ANN. GRAVEL HAUL-HAULING	MAR15-19/16	\$5,829.26	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$2,999.22	
BOSCHWICK CONTRACTING	016649	4/12/16	\$21,202.65
Invoice Description	Invoice Number	Invoice Amount	
CLEARDALE GB07	176	\$21,202.65	
CAL-R CONTRACTING LTD.	016650	4/12/16	\$12,830.47
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR15-19/16	\$6,809.09	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,767.05	
ANN. GRAVEL HAUL-HAULING	MAR10-12/16	\$1,914.56	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,316.02	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ANN. GRAVEL HAUL-HAULING		MAR29/16	\$1,023.75
CHRIS KAMIENIECKI	016651	4/12/16	\$830.00
Invoice Description	Invoice Number	Invoice Amount	
WOLF HUNT INCENTIVE PROGRAM	031616	\$400.00	
WOLF HUNT INCENTIVE PROGRAM	032116	\$400.00	
COYOTE HUNT INCENTIVE PROGRAM	03-16-16	\$30.00	
CHUB'S TRUCKING	016652	4/12/16	\$15,096.20
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$3,599.43	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,978.50	
ANN. GRAVEL HAUL-HAULING	MAR15/16	\$7,936.08	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,582.19	
CLEARDALE COMMUNITY ENHANCEMEN	016653	4/12/16	\$28,200.00
Invoice Description	Invoice Number	Invoice Amount	
CCES GRANT-PROGRESS PAYMENT 1	311214	\$28,200.00	
CLEARDALE DISPOSALS	016654	4/12/16	\$210.00
Invoice Description	Invoice Number	Invoice Amount	
GARBAGE HAUL-WORSLEY HAMLET	187	\$210.00	
CLEARDALE TRANSPORT	016655	4/12/16	\$68,313.71
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$8,207.60	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,760.56	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$3,807.13	
ANN. GRAVEL HAUL-HAULING	032116	\$1,493.79	
ANN. GRAVEL HAUL-HAULING	MAR10-12/16	\$2,289.40	
ANN. GRAVEL HAUL-HAULING	MAR15/16	\$1,258.06	
ANN. GRAVEL HAUL-HAULING	MAR15-19/16	\$6,343.39	
ANN. GRAVEL HAUL-HAULING	MAR9-10/16	\$1,083.63	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,716.03	
EUREKA RIVER GB13	558	\$20,338.50	
WORSLEY GB01	559	\$20,015.62	
CUSTOM COMMUNICATIONS & SECURI	016656	4/12/16	\$775.01
Invoice Description	Invoice Number	Invoice Amount	
UPDATING SECURITY SYSTEM	65807	\$21.00	
UPDATING SECURITY SYSTEM	65692	\$21.00	
SECURITY SYSTEM KEYPAD REPLACE	65990	\$733.01	
DEP VENTURES	016657	4/12/16	\$12,791.30
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$6,235.66	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,989.13	
ANN. GRAVEL HAUL-HAULING	MAR15-16/16	\$2,542.50	
ANN. GRAVEL HAUL-HAULING	MAR9-10/16	\$2,024.01	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DIAMOND SOFTWARE SOLUTIONS INC	016658	4/12/16	\$25,964.53
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Invoice Description	Invoice Number	Invoice Amount	
ANNUAL ACCT. RENEWAL	D23959	\$25,964.53	
-----			
DMJ VENTURES	016659	4/12/16	\$15,212.98
-----			
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$9,657.02	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$2,142.67	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$3,413.29	
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ERNIE KOBBERT TRUCKING LTD.	016660	4/12/16	\$13,693.95
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Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR15-19/16	\$6,163.12	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,964.31	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$2,955.49	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,330.33	
ANN. GRAVEL HAUL-HAULING	MAR29/16	\$1,280.70	
-----			
EUREKA RIVER AG SOCIETY	016661	4/12/16	\$75.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
HALL RENT-FD JOINT MTG/TRAIN	032116	\$75.00	
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FEHR TIRE & MAINTENANCE SHOP	016662	4/12/16	\$569.10
-----			
Invoice Description	Invoice Number	Invoice Amount	
R&M	472	\$294.00	
R&M	496	\$164.85	
R&M	541	\$110.25	
-----			
FRANK ZACHARIAS	016663	4/12/16	\$30.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
COYOTE HUNT INCENTIVE PROGRAM	031516	\$30.00	
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GEORGE HIEBERT	016664	4/12/16	\$400.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	56921-031516	\$400.00	
-----			
GIESBRECHT VENTURES	016665	4/12/16	\$12,480.83
-----			
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$3,345.91	
ANN. GRAVEL HAUL-HAULING	MAR15-17/16	\$2,233.34	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$4,634.85	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,924.71	
ANN. GRAVEL HAUL-HAULING	MAR10/16	\$342.02	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GOVERNMENT FINANCE OFFICERS AS	016666	4/12/16	\$67.20
Invoice Description	Invoice Number	Invoice Amount	
GFOA MEMBERSHIP	3105	\$67.20	
GOVERNMENT OF ALBERTA	016667	4/12/16	\$11,020.47
Invoice Description	Invoice Number	Invoice Amount	
REGIONAL COLLABORATION PROG.	040116	\$11,020.47	
GREGG DISTRIBUTORS CO. LTD(FAI	016668	4/12/16	\$22.34
Invoice Description	Invoice Number	Invoice Amount	
DUCT TAPE	036-227315	\$22.34	
H & G MASON HOLDINGS	016669	4/12/16	\$16,541.17
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR15-19/16	\$7,449.11	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$2,100.49	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$3,460.45	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,472.02	
ANN. GRAVEL HAUL-HAULING	MAR29/16	\$1,172.40	
ANN. GRAVEL HAUL-HAULING	MAR-29/16	\$886.70	
H&M TRUCKING	016670	4/12/16	\$14,365.01
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR-21/16	\$1,911.14	
ANN. GRAVEL HAUL-HAULING	MAR15-16/16	\$2,925.38	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$2,818.90	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$6,709.59	
HINES CREEK COMPOSITE SCHOOL	016671	4/12/16	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
H.C SR. GIRLS B-BALL PROVINC	031416	\$500.00	
H.C. SR BOYS B-BALL PROVINCIAL	03-14-16	\$500.00	
I & B LOGGING CONTRACTORS LTD.	016672	4/12/16	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	56364-021816	\$300.00	
JANZEN, DAVID	016673	4/12/16	\$30.00
Invoice Description	Invoice Number	Invoice Amount	
COYOTE HUNT INCENTIVE PROGRAM	032216	\$30.00	
JOHMAR CONTRACTING	016674	4/12/16	\$34,466.65
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR15-17/16	\$3,820.90	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$4,623.28	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ANN. GRAVEL HAUL-HAULING		MAR21/16	\$1,669.42
ANN. GRAVEL HAUL-HAULING		MAR9-12/16	\$3,195.55
BEAR CANYON GB09		1528	\$21,157.50
JOHN BUECKERT	016675	4/12/16	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	56914-031216	\$50.00	
KAUF DAVID	016676	4/12/16	\$14,537.70
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR15-19/16	\$7,079.29	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,728.20	
ANN. GRAVEL HAUL-HAULING	MAR14/16	\$1,645.47	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$3,109.39	
ANN. GRAVEL HAUL-HAULING	MAR29/16	\$975.35	
KRUPINSKI, MYRON	016677	4/12/16	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
WOLF HUNT INCENTIVE PROGRAM	031616	\$800.00	
KUBOTA COUNTRY	016678	4/12/16	\$119.28
Invoice Description	Invoice Number	Invoice Amount	
FUEL-WORSLEY FIRE	CT102807	\$119.28	
LEDGERS & LETTERS OFFICE SERVI	016679	4/12/16	\$693.00
Invoice Description	Invoice Number	Invoice Amount	
UTILITY BILLING TRAINING	584	\$693.00	
NORTH PEACE GAS COOP LTD.	016680	4/12/16	\$699.34
Invoice Description	Invoice Number	Invoice Amount	
CWP	574710	\$201.31	
WWTP	573309	\$279.66	
BCWP	573342	\$58.85	
CLDL REGIONAL WATER PUMPHOUSE	574902	\$159.52	
PATTON, GARRETT	016681	4/12/16	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
WOLF HUNT INCENTIVE PROGRAM	032316	\$400.00	
PEACE REGION ECONOMIC DEV	016682	4/12/16	\$2,263.20
Invoice Description	Invoice Number	Invoice Amount	
PREDA MEMBERSHIP	1556	\$2,263.20	
PEACE RIVER SCHOOL DIVISION NO	016683	4/12/16	\$1,778.18
Invoice Description	Invoice Number	Invoice Amount	
H.C & WORSLEY SKI TRIP BUSSING	7769	\$1,778.18	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																					
PEATS SCOTT	016684	4/12/16	\$430.00																					
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QUINTEL COMMUNICATIONS	016685	4/12/16	\$47.25																					
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RECEIVER GENERAL	016686	4/12/16	\$164.00																					
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RM FUEL & TIRE SERVICES LTD.	016687	4/12/16	\$66.52																					
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ROAMING TRANSPORT	016688	4/12/16	\$12,201.70																					
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ROBBIE HALE	016689	4/12/16	\$860.00																					
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COYOTE HUNT INCENTIVE PROGRAM	03242016	\$60.00																						
ROCKYWOOD VENTURES	016690	4/12/16	\$14,561.73																					
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RUCO ENTERPRISES	016691	4/12/16	\$12,911.25																					
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Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																																	
SKYLITE FARMS	016692	4/12/16	\$11,961.50																																	
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SMALL ACRE HAULING	016693	4/12/16	\$11,854.77																																	
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STAHL, JOSEPH	016694	4/12/16	\$60.00																																	
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WASYLCIW JUSTIN	016699	4/12/16	\$90.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
COYOTE HUNT INCENTIVE PROGRAM	031416	\$90.00	
-----			
WAYNE BJORNSON	016700	4/12/16	\$90.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
COYOTE HUNT INCENTIVE PROGRAM	032116	\$90.00	
-----			
WILDE & COMPANY	016701	4/12/16	\$34,965.00
-----			
Invoice Description	Invoice Number	Invoice Amount	
YEAR END AUDIT 2015	0790-2	\$34,965.00	
-----			
WILL JUST CONTRACT	016702	4/12/16	\$13,054.32
-----			
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAVEL HAUL-HAULING	MAR15-17/16	\$3,658.56	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,629.79	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$4,583.98	
ANN. GRAVEL HAUL-HAULING	MAR9-12/16	\$3,181.99	
-----			
WOODLAND HOME BUILDING CENTRE	016703	4/12/16	\$1,516.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
SUPPLIES FOR WEED DISPOSAL BIN	394143	\$1,355.36	
SUPPLIES FOR WEED BINS	394149	\$160.89	
-----			
WORSLEY GATEWAY INN	016704	4/12/16	\$375.90
-----			
Invoice Description	Invoice Number	Invoice Amount	
MEAL FOR JOINT TRAINING-FD	417	\$375.90	
-----			
WORSLEY GRAVEL SUPPLY LTD.	016705	4/12/16	\$84,523.25
-----			
Invoice Description	Invoice Number	Invoice Amount	
ANN. GRAV HAUL-SCALE, OP,LOAD	4053	\$10,116.67	
ANN. GRAV HAUL-SCALE, OP, LOAD	4054	\$3,712.56	
ANN. GRAVEL HAUL-HAULING	4051	\$4,856.25	
ANN. GRAV HAUL-SCALE, OP, LOAD	3320	\$5,522.70	
ANN. GRAVEL HAUL-HAULING	3319	\$1,449.00	
ANN. GRAV HAUL-SCALE, OP, LOAD	3318	\$4,176.57	
ANN. GRAV HAUL-SCALE, OP, LOAD	3321	\$3,307.54	
ANN. GRAV HAUL-SCALE, OP, LOAD	3322	\$5,128.49	
ANN. GRAV HAUL-SCALE, OP, LOAD	3323	\$4,912.99	
ANN. GRAV HAUL-SCALE, OP, LOAD	3324	\$5,174.73	
END OF PAVEMENT	4201	\$1,035.22	
ANN. GRAV HAUL-SCALE, OP, LOAD	4052	\$5,316.36	
ANN. GRAV HAUL-SCALE, OP, LOAD	3325	\$4,483.48	
ANN. GRAVEL HAUL-HAULING	MAR21/16	\$1,695.67	
ANN. GRAVEL HAUL-HAULING	MAR10-12/16	\$2,555.47	
ANN. GRAVEL HAUL-HAULING	MAR14-19/16	\$10,211.69	
ANN. GRAVEL HAUL-HAULING	MAR-21/16	\$1,553.17	
ANN. GRAVEL HAUL-HAULING	MAR14-18/16	\$5,894.03	
ANN. GRAVEL HAUL-HAULING	MAR-9-12/16	\$3,420.66	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WSP	016706	4/12/16	\$8,280.36

Invoice Description	Invoice Number	Invoice Amount
ENG. FEES DUGGAN RD	0542822	\$4,514.80
ENG. FEES BRIDGE MAINT. CONT.	0544534	\$3,765.56

Report Total \$787,603.09



Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 3/23/16 4/12/16  
 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
016635	1EYED01	1 EYE'D DISPOSAL GARBAGE COLLE	4/12/16	ATB	PMCHQ00001015	\$24,309.25
016636	4IMPRINT	4 IMPRINT, INC.	4/12/16	ATB	PMCHQ00001015	\$472.20
016637	756446	756446 ALBERTA LTD.	4/12/16	ATB	PMCHQ00001015	\$15,089.93
016638	AEMA	AEMA ENTERPRISES LTD.	4/12/16	ATB	PMCHQ00001015	\$17,383.89
016639	AGSMECHANICAL	AGS Mechanical Contractors Ltd	4/12/16	ATB	PMCHQ00001015	\$1,216.30
016640	AIR01	AIR LIQUIDE CANADA INC.	4/12/16	ATB	PMCHQ00001015	\$4.91
016641	AAMDC03	AAMDC	4/12/16	ATB	PMCHQ00001015	\$4.22
016642	ABRURALMUN01	ARMAA	4/12/16	ATB	PMCHQ00001015	\$800.00
016643	ALLAN01	ALLAN BURNS BACKHOE SERV.	4/12/16	ATB	PMCHQ00001015	\$3,255.00
016644	ALLIANCE01	ALLIANCE ASSESSMENT CONSULTING	4/12/16	ATB	PMCHQ00001015	\$9,345.00
016645	AMARILLO01	AMARILLO CONTRACTORS LTD.	4/12/16	ATB	PMCHQ00001015	\$14,245.98
016646	AMSC05	AMSC INSURANCE SERVICES LTD	4/12/16	ATB	PMCHQ00001015	\$9,922.21
016647	ANAVETS01	ANAVETS MAGAZINE	4/12/16	ATB	PMCHQ00001015	\$303.45
016648	BDP	BDP ENTERPRISES	4/12/16	ATB	PMCHQ00001015	\$12,429.05
016649	BOSCHWICK01	BOSCHWICK CONTRACTING	4/12/16	ATB	PMCHQ00001015	\$21,202.65
016650	CALR01	CAL-R CONTRACTING LTD.	4/12/16	ATB	PMCHQ00001015	\$12,830.47
016651	KAMIENIECKI02	CHRIS KAMIENIECKI	4/12/16	ATB	PMCHQ00001015	\$830.00
016652	CHUBS01	CHUB'S TRUCKING	4/12/16	ATB	PMCHQ00001015	\$15,096.20
016653	CLEARDALE05	CLEARDALE COMMUNITY ENHANCEMEN	4/12/16	ATB	PMCHQ00001015	\$28,200.00
016654	CLEARDALE06	CLEARDALE DISPOSALS	4/12/16	ATB	PMCHQ00001015	\$210.00
016655	CLEARDALE01	CLEARDALE TRANSPORT	4/12/16	ATB	PMCHQ00001015	\$68,313.71
016656	CUCO06	CUSTOM COMMUNICATIONS & SECURI	4/12/16	ATB	PMCHQ00001015	\$775.01
016657	DEP01	DEP VENTURES	4/12/16	ATB	PMCHQ00001015	\$12,791.30
016658	DIAMOND01	DIAMOND MUNICIPAL SOLUTIONS IN	4/12/16	ATB	PMCHQ00001015	\$25,964.53
016659	DMVE06	DMJ VENTURES	4/12/16	ATB	PMCHQ00001015	\$15,212.98
016660	ERNIE01	ERNIE KOBBERT TRUCKING LTD.	4/12/16	ATB	PMCHQ00001015	\$13,693.95
016661	EUREKA01	EUREKA RIVER AG SOCIETY	4/12/16	ATB	PMCHQ00001015	\$75.00
016662	FEHR14	FEHR TIRE & MAINTENANCE SHOP	4/12/16	ATB	PMCHQ00001015	\$569.10
016663	ZACHARIAS23	FRANK ZACHARIAS	4/12/16	ATB	PMCHQ00001015	\$30.00
016664	HIEBERTG	GEORGE HIEBERT	4/12/16	ATB	PMCHQ00001015	\$400.00
016665	GIESBRECHTV	GIESBRECHT VENTURES	4/12/16	ATB	PMCHQ00001015	\$12,480.83
016666	GFOA01	GOVERNMENT FINANCE OFFICERS AS	4/12/16	ATB	PMCHQ00001015	\$67.20
016667	GOVERNMENT02	GOVERNMENT OF ALBERTA	4/12/16	ATB	PMCHQ00001015	\$11,020.47
016668	GREGG01	GREGG DISTRIBUTORS CO. LTD.	4/12/16	ATB	PMCHQ00001015	\$22.34
016669	H&GMASON01	H & G MASON HOLDINGS	4/12/16	ATB	PMCHQ00001015	\$16,541.17
016670	H&M	H&M TRUCKING	4/12/16	ATB	PMCHQ00001015	\$14,365.01
016671	HCHIGH01	HINES CREEK COMPOSITE SCHOOL	4/12/16	ATB	PMCHQ00001015	\$1,000.00
016672	I&BLOG01	I & B LOGGING CONTRACTORS LTD.	4/12/16	ATB	PMCHQ00001015	\$300.00
016673	JANZEND	DAVID JANZEN	4/12/16	ATB	PMCHQ00001015	\$30.00
016674	JOHMAR01	JOHMAR CONTRACTING	4/12/16	ATB	PMCHQ00001015	\$34,466.65
016675	BUECKERTJ	JOHN BUECKERT	4/12/16	ATB	PMCHQ00001015	\$50.00
016676	KAUT01	DAVID KAUT	4/12/16	ATB	PMCHQ00001015	\$14,537.70
016677	KRUPINSKI	MYRON KRUPINSKI	4/12/16	ATB	PMCHQ00001015	\$800.00
016678	KUBOTA	KUBOTA COUNTRY	4/12/16	ATB	PMCHQ00001015	\$119.28
016679	LEDGERS01	LEDGERS & LETTERS OFFICE SERVI	4/12/16	ATB	PMCHQ00001015	\$693.00
016680	NPGAS01	NORTH PEACE GAS COOP LTD.	4/12/16	ATB	PMCHQ00001015	\$699.34
016681	PATTONG	PATTON, GARRETT	4/12/16	ATB	PMCHQ00001015	\$400.00
016682	PREDA01	PEACE REGION ECONOMIC DEVELOPM	4/12/16	ATB	PMCHQ00001015	\$2,263.20
016683	PEACE06	PEACE RIVER SCHOOL DIVISION NO	4/12/16	ATB	PMCHQ00001015	\$1,778.18
016684	PEATS01	SCOTT PEATS	4/12/16	ATB	PMCHQ00001015	\$430.00
016685	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	4/12/16	ATB	PMCHQ00001015	\$47.25
016686	RECEIVER	RECEIVER GENERAL	4/12/16	ATB	PMCHQ00001015	\$164.00
016687	RM01	RM FUEL & TIRE SERVICES LTD.	4/12/16	ATB	PMCHQ00001015	\$66.52
016688	ROAMING	ROAMING TRANSPORT	4/12/16	ATB	PMCHQ00001015	\$12,201.70
016689	HALE08	ROBBIE HALE	4/12/16	ATB	PMCHQ00001015	\$860.00
016690	ROCKYWOOD01	ROCKYWOOD VENTURES	4/12/16	ATB	PMCHQ00001015	\$14,561.73

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
016691	RUCO01	RUCO ENTERPRISES LTD.	4/12/16	ATB	PMCHQ00001015	\$12,911.25
016692	SKYLITE	SKYLITE FARMS	4/12/16	ATB	PMCHQ00001015	\$11,961.50
016693	SMALL	SMALL ACRE HAULING	4/12/16	ATB	PMCHQ00001015	\$11,854.77
016694	STAHLJOS	JOSEPH K STAHL	4/12/16	ATB	PMCHQ00001015	\$60.00
016695	SUNMEDIA	SUN MEDIA A DIVISION OF POSTME	4/12/16	ATB	PMCHQ00001015	\$282.14
016696	TMAN	TMAN VENTURES LTD.	4/12/16	ATB	PMCHQ00001015	\$8,548.66
016697	TRI-S01	TRI-S CONCRETE LTD.	4/12/16	ATB	PMCHQ00001015	\$103,089.59
016698	TYRAN01	TYRAN TRANSPORT LTD.	4/12/16	ATB	PMCHQ00001015	\$31,058.24
016699	WASYLCIW05	JUSTIN WASYLCIW	4/12/16	ATB	PMCHQ00001015	\$90.00
016700	BJORNSON05	WAYNE BJORNSON	4/12/16	ATB	PMCHQ00001015	\$90.00
016701	WILDE01	WILDE & COMPANY	4/12/16	ATB	PMCHQ00001015	\$34,965.00
016702	WILLJUST	WILL JUST CONTRACT	4/12/16	ATB	PMCHQ00001015	\$13,054.32
016703	WOODLAND02	WOODLAND HOME BUILDING CENTRE	4/12/16	ATB	PMCHQ00001015	\$1,516.25
016704	WGATEWAY	WORSLEY GATEWAY INN	4/12/16	ATB	PMCHQ00001015	\$375.90
016705	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	4/12/16	ATB	PMCHQ00001015	\$84,523.25
016706	WSP01	WSP CANADA INC.	4/12/16	ATB	PMCHQ00001015	\$8,280.36

Total Cheques: 72

Total Amount of Cheques: \$787,603.09  
 =====

## ATB MASTER CARD DETAILS

SALE DATE	PLACE OF PURCHASE	DESCRIPTION
Feb 8 2016	Canada Post	Newsletter mailout-CDM
Feb 9 2016	EB Annual Conference	Member Ross Organic Alberta Conference-CDM
Feb 13 2016	Deerfoot Inn	Member Davis' Tactical Farming Conf. Room - CDM
Feb 17 2016	Phone Tree	Annual Renewal - CDM
Feb 18 2016	MADD	Advertisement - CDM
Feb 20 2016	Sandman Hotel	Member Davis Alberta Beef Conference Room-CDM
Feb 23 2016	Westjet	CDM Flight for SLGM Conference-CDM
Feb 26 2016	Canada Post	Newsletter mailout-CDM

**MONTHLY STATEMENT**  
**FEB 05 to MAR 03, 2016**

We'd like to help you:  
atb.com  
1-888-282-5678

**YOUR ACCOUNT SUMMARY**

Statement date: March 03, 2016

**PREVIOUS CHARGES AND PAYMENTS**

Your previous balance	\$7,983.64
Payments made from Feb 05 to Mar 03 - Thank you	-\$7,983.64
Credits	\$0.00
<b>Total payments and credits</b>	<b>-\$7,983.64</b>

**NEW CHARGES**

Purchases and returns	\$2,631.39
Cash advances and MasterCard cheques	\$0.00
Fees and adjustments	\$0.00
Interest charges	\$0.00
<b>Total new charges</b>	<b>\$2,631.39</b>
Your new balance	<b>\$2,631.39</b>

**RECEIVED**  
**MAR 11 2016**  
**CLEAR HILLS COUNTY**

**MINIMUM PAYMENT AND CREDIT LIMIT**

Minimum payment due	\$79.00	Your credit limit	\$60,000.00
Payment due date	March 24, 2016	Available credit on Mar 03	\$57,368.61

Page 1 of 4

**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: **\$2,631.39**  
Minimum payment due: **\$79.00**  
Payment due date: **March 24, 2016**  
Amount enclosed: \$

## PAYMENTS AND CREDITS

Any payments you made that we received after March 03, 2016 will appear on your next statement.

Date Posted	Description	Amount (\$)
Feb 25	AUTOMATIC PAYMENT - THANK YOU	-7,983.64
<b>Total payments and credits</b>		<b>-\$7,983.64</b>

 **\$2,631.39 will be debited from your account and credited as your automatic payment on Mar 24, 2016.**

## PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Feb 08	Feb 08	CPC/SCP #0577944 WORSLEY CD	196.30
Feb 09	Feb 09	EB ANNUAL CONFERENCE- 8552869808 CD	159.60
Feb 13	Feb 13	THE DEERFOOT INN CALGARY CD FOLIO #400047	545.83
Feb 17	Feb 17	PHONE TREE WINSTON SALEM NC US DOLLAR 348.00 X 1.41465517	492.30
Feb 18	Feb 18	M.A.D.D CANADA OAKVILLE CD	292.95
Feb 20	Feb 20	SANDMAN 01-047 RED DEE RED DEER CD	430.38
Feb 23	Feb 23	WESTJET 83821 141549096 CALGARY CD BJORKLUND/AUDREYLINDA MRS YYC YYC YYC YYC	315.26
Feb 26	Feb 26	CPC/SCP #0577944 WORSLEY CD	198.77
<b>Total for</b>			<b>\$2,631.39</b>
<b>Total purchases and returns</b>			<b>\$2,631.39</b>

You have made a foreign currency transaction  
For further details on how we calculated this currency conversion, please see the "Other Items For Your Attention" page of your statement.

Page 2 of 4

### 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





**MONTHLY STATEMENT**  
**FEB 05 to MAR 03, 2016**

CLEAR HILLS COUNTY \*  
Account Number:  
Alberta BusinessCard

**INTEREST CHARGES**

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Purchases	0.00	4.70 (v)
Cash advances and MasterCard cheques	0.00	4.70 (v)
<b>Total interest charges</b>	<b>\$0.00</b>	

(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	492.30
Utilities	0.00
Home improvement and maintenance	0.00
Travel and lodging	1,291.47
Vehicle expenses (fuel, repair)	0.00
Business services	159.60
Miscellaneous	688.02
<b>Sub-total (purchases and returns)</b>	<b>\$2,631.39</b>
Cash advances and MasterCard cheques	\$0.00
<b>Grand total</b>	<b>\$2,631.39</b>



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# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	April 12, 2016
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>2016 Operating Budget</b>
File:	12-05-06

### DESCRIPTION:

Council is provided with the amended 2016 Operating Budget for consideration.

### BACKGROUND / PROPOSAL:

The County has seen a reduction in assessment for 2016 which translates into a deficit of \$1,127,919 on our overall budget.

### OPTIONS

Council has three options:

- 1) Increase the mill rate and collect the shortfall through taxation.
- 2) Reduce the operating budget by \$1,127,919.
- 3) Reduce the annual contribution to reserves y \$1,127,919.

### ATTACHMENTS

- Amended 2016 Operating Budget

### RECOMMENDED ACTION:



RESOLUTION by ... to adopt the amended 2016 Operating Budget as presented and increase the mill rate to cover the shortfall.

OR

RESOLUTION by... to reduce the amended 2016 Operating Budget by \$1,127,919 and adopt as presented.

OR

RESOLUTION by... to adopt the amended 2016 Operating Budget as presented with a reduction to the annual reserve contribution of \$1,127,919.

Initials show support - Reviewed by:	Manager:	CAO:
		

**Clear Hills County  
2016 Operating Budget**

Account	Description	2015		Remaining		2016 Budget
		Actual	Budget	\$	%	
1 00 00 00 11*	PROPERTY TAXES	19,794,472	19,824,723	30,251	0%	19,824,723
2 80 20 02 341	REQUISIT - SCHOOL - Prov. Government Dept.	(3,245,903)	(3,244,598)	1,305	0%	(3,244,598)
2 80 10 02 355	REQUISIT - SENIORS - Other Municipal Agencies	(390,109)	(390,109)	-	0%	(390,109)
	<b>NET PROPERTY TAXES</b>	<b>16,158,461</b>	<b>16,190,017</b>	<b>31,555</b>	<b>0%</b>	<b>16,190,017</b>
1 00 00 00 530	HIGHWAY TRAFFIC/BYLAWS FINES	-	-	-	-	-
1 00 00 00 591	LAND SALES - TAX RECOVERY	-	-	-	-	-
1 00 00 00 594	COMPUTER PURCHASE REIMBURSEMENT	-	-	-	-	-
1 12 00 00 420	GEN ADMIN - SALE OF GOODS & SERVICES	-	-	-	-	-
1 12 00 00 591	GEN ADMIN - TAX CERTIFICATES	4,275	2,000	(2,275)	-114%	3,500
1 12 00 00 593	GEN ADMIN - SALE OF MAPS	4,630	3,000	(1,630)	-54%	3,500
1 12 00 00 594	GEN ADMIN - SALE OF FIXED ASSETS	-	-	-	-	-
1 12 10 00 593	GEN ADMIN - SALE OF PHOTOCOPIES, FAX, ETC.	651	250	(401)	-160%	500
	<b>ADMINISTRATION</b>	<b>9,556</b>	<b>5,250</b>	<b>(4,306)</b>	<b>-82%</b>	<b>7,500</b>
1 23 00 00 420	FIRE FIGHTING CHARGES	(0)	15,000	15,000	100%	2,500
	<b>PROTECTIVE SERVICES - Fire Departments</b>	<b>(0)</b>	<b>15,000</b>	<b>15,000</b>	<b>100%</b>	<b>2,500</b>
1 32 10 00 420	ROADS - SALE OF SALVAGE/DUST CONTROL	20,448	13,000	(7,448)	-57%	17,500
1 32 10 00 594	ROADS - SALE OF FIXED ASSETS	-	-	-	-	-
	<b>ROADS</b>	<b>20,448</b>	<b>13,000</b>	<b>(7,448)</b>	<b>-57%</b>	<b>17,500</b>
1 41 10 01 123	WATER-WORSLEY FRONTAGE	-	-	-	-	-
1 41 10 00 420	WATER-WORSLEY SALE OF WATER	139	-	(139)	-	-
1 41 10 01 420	WATER-WORSLEY SALE OF WATER	173,972	165,000	(8,972)	-5%	170,000
1 41 10 07 420	WATER-CLEARDALE SALE OF WATER	54,509	65,000	10,491	16%	65,000
1 41 10 09 420	WATER-BEAR CANYON-SALE OF WATER	1,670	2,500	830	33%	2,000
1 41 20 01 420	WATER-SALE OF SERVICES	4,435	2,000	(2,435)	-122%	2,500
1 41 30 00 420	WATER-REGIONAL WATERLINE TIE-IN	10,248	-	(10,248)	-	8,000
	<b>UTILITIES - Water</b>	<b>244,973</b>	<b>234,500</b>	<b>(10,473)</b>	<b>-4%</b>	<b>247,500</b>
1 42 10 01 124	SEWER-WORSLEY FRONTAGE	-	-	-	-	-
1 42 10 01 420	SEWER-WORSLEY SALE OF SERVICE	24,708	18,500	(6,208)	-34%	25,000
1 42 10 07 420	SEWER-CLEARDALE SALE OF SERVICE	7,217	7,000	(217)	-3%	7,000
	<b>UTILITIES - Sewer</b>	<b>31,926</b>	<b>25,500</b>	<b>(6,426)</b>	<b>-25%</b>	<b>32,000</b>
1 43 10 00 420	GARBAGE-SALE OF GOODS & SERVICES	-	-	-	-	-
	<b>UTILITIES - Garbage</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>UTILITIES - TOTAL</b>	<b>276,898</b>	<b>260,000</b>	<b>(16,898)</b>	<b>-6%</b>	<b>279,500</b>
1 63 10 00 420	ASB-SALE OF SERVICE	300	-	(300)	-	150
1 63 10 30 411	TRADESHOW - Breakfast	845	800	(45)	-6%	800
1 63 10 30 412	TRADESHOW - Banquet	2,775	4,200	1,425	34%	2,775
1 63 10 30 413	TRADESHOW -Dance	-	-	-	-	-
1 63 10 30 414	TRADESHOW - Bar	-	-	-	-	-
1 63 10 30 419	TRADESHOW - Miscellaneous	-	-	-	-	-
1 63 10 30 560	TRADESHOW - Exhibitors	13,025	20,000	6,975	35%	13,025
1 63 10 30 596	TRADESHOW - Other	8,430	4,200	(4,230)	-101%	8,430
1 63 10 30 860	TRADESHOW - Sponsorship	15,525	25,000	9,475	38%	16,025

Clear Hills County  
2016 Operating Budget

Account	Description	2015		Remaining		2016 Budget
		Actual	Budget	\$	%	
1 63 10 00 596	ASB - Weed Enforcement Chargebacks	823	5,000	4,177	84%	-
1 63 10 40 529	AG SERVICES - V.S.I. - Memberships	2,318	200	(2,118)	-1059%	510
1 63 60 00 296	ASB-EXTENSION MISC REVENUE	3,259	-	(3,259)		-
1 63 80 00 416	ASB-REGISTRATIONS TRADE FAIR/TOURS	-	-	-		-
1 63 90 00 417	ASB-VSI RETURNS	34	-	(34)		-
	ASB	47,333	59,400	12,067	20%	41,715
	USER FEES AND SALES OF GOODS	354,234	352,650	(1,584)	0%	348,715
1 00 00 00 840	PROVINCIAL CONDITIONAL GRANTS	-	-	-		-
1 12 00 00 840	GEN ADMIN - CONDITIONAL GRANT	144,617	228,919	84,302	37%	144,617
1 23 00 00 840	FIRE - PROVINCIAL CONDITIONAL GRANT	-	-	-		-
1 24 00 00 840	DISASTER - PROV. COND. GRANTS	-	-	-		-
1 32 10 00 840	ROADS - PROVINCIAL CONDITIONAL GRANT	4,690,501	-	(4,690,501)		-
1 41 10 00 840	WATER - PROVINCIAL CONDITIONAL GRANT	289,087	-	(289,087)		-
1 51 10 00 840	FCSS PROVINCIAL CONDITIONAL GRANT	81,761	78,227	(3,534)	-5%	58,670
1 63 10 00 840	ASB-PROVINCIAL COND GRANTS	225,359	258,359	33,000	13%	225,359
1 63 10 00 841	ASB-REGIONAL SPECIAL WEED GRANT	-	-	-		-
1 68 10 00 840	Economic Development-PROVINCIAL COND GRANTS	32,594	-	(32,594)		-
	PROVINCIAL CONDITIONAL GRANTS	5,463,919	565,505	(4,898,414)	-866%	428,646
1 32 00 00 990	ROADS - CONT FROM NON GOVERNMENT	-	-	-		-
1 72 10 00 840	RECREATION - MISC.	-	21,000	21,000	100%	21,000
	CONTRIBUTIONS FROM NON GOVERNMENT SOURCES	-	21,000	21,000	100%	21,000
1 00 00 00 550	RETURN ON INVESTMENT-INTEREST	701,741	600,000	(101,741)	-17%	286,087
1 00 00 00 510	PENALTIES & COSTS ON TAXES	216,412	100,000	(116,412)	-116%	200,000
1 12 00 00 510	GEN ADMIN - PENALTY ACCT RECEIVABLE	628	1,800	1,172	65%	400
1 41 10 00 510	WATER-UTILITY PENALTY	3,101	3,500	399	11%	3,000
1 61 10 00 530	Development - Penalty	550	500	(50)	-10%	500
	PENALTIES & COSTS ON TAXES	220,691	105,800	(114,891)	-109%	203,900
1 32 10 00 520	ROADS - PERMIT FEES	5,264	7,000	1,736	25%	5,000
1 61 10 00 350	DEVELOPMENT - OTHER LOCAL GOVERNMENTS	2,640	10,800	8,160	76%	3,500
1 61 10 00 420	PLANNING - APPROVAL FEES	4,950	10,000	5,050	51%	5,000
1 61 10 00 520	PLANNING - LICENSES, PERMITS	2,300	2,000	(300)	-15%	2,500
1 66 10 00 520	SUBDIVISION APPLICATION FEES	600	6,000	5,400	90%	500
	LICENSES AND PERMITS	15,754	35,800	20,046	56%	16,500
1 00 00 00 560	RENTAL REVENUE	15,600	15,600	-	0%	15,600
1 12 10 01 560	GEN ADMIN - STAFF HOUSE RENT	-	-	-		-
1 63 10 00 560	ASB-RENTAL EQUIPMENT REVENUE	34,503	15,000	(19,503)	-130%	25,000
	RENTALS	50,103	30,600	(19,503)	-64%	40,600
1 00 00 00 592	OIL WELL DRILLING	24,420	100,000	75,580	76%	15,000
1 00 00 00 596	MISC REVENUE	16,402	15,000	(1,402)	-9%	5,000
1 12 00 00 596	GEN ADMIN - Misc. Other Revenue	8,183	500	(7,683)	-1537%	500
1 12 00 00 598	GEN ADMIN - Cash Over/Short	8	-	(8)		-
1 23 00 00 596	FIRE - Other Revenue	16,458	13,000	(3,458)	-27%	20,000

Clear Hills County  
2016 Operating Budget

Account	Description	2015 Actual	2015 Budget	Remaining \$	%	2016 Budget
1 32 02 02 215	PUBLIC WORKS - Miscellaneous Revenue	-	-	-		-
1 32 00 00 596	PUBLIC WORKS - Miscellaneous Revenue	7,781	2,000	(5,781)	-289%	2,000
1 63 00 00 596	Contribution from other Municipalities	-	-	-		-
	OTHER	48,832	30,500	(18,332)	-60%	27,500
1 00 00 00 990	GAIN/LOSS ON DISPOSAL OF CAPITAL ASSETS	(26,091)	-	26,091		(3,805)
	TOTAL REVENUE	<u>23,012,065</u>	<u>18,031,872</u>	<u>(4,980,193)</u>	<u>-28%</u>	<u>17,574,160</u>



Clear Hills County  
2016 Operating Budget

FUNCTION	2015		Remaining		2016
	Actual	Budget	\$	%	Budget
Salaries, Wages, and Benefits	262,328	275,500	13,172	5%	253,700
Contracted & General Services	114,629	153,855	39,226	25%	138,468
Purchases From Other Governments	-	500	500	100%	500
Materials, Goods & Utilities	12,696	19,000	6,304	33%	19,200
Transfer Payments	500	1,000	500	50%	500
Financial Services & Other Charges	-	-	-		-
<b>Council</b>	390,153	448,355	58,702	13%	411,368
Salaries, Wages, and Benefits	645,937	714,966	69,029	10%	689,400
Contracted & General Services	481,792	537,608	55,816	10%	560,360
Purchases From Other Governments	-	-	-		-
Materials, Goods & Utilities	2,589	7,750	5,161	67%	5,250
Transfer Payments	211,690	38,206	(173,484)	-454%	38,206
Financial Services & Other Charges	2,747	3,000	253	8%	3,000
Other Transactions	561,240	-	(561,240)		-
<b>Administration</b>	1,905,995	1,301,530	(604,465)	-46%	1,296,216
Fire Fighting	337,569	404,069	66,500	16%	399,217
Disaster Services & Emergency Measures	3,205	200	(3,005)	-1503%	2,130
Ambulance & Medical Support	91,113	105,624	14,511	14%	109,753
<b>Protective Services</b>	431,888	509,893	78,005	15%	511,100
Buildings	463,261	-	(463,261)		(0)
Equipment	45,347	(0)	(45,348)	18894863%	(0)
Rental Equipment	-	-	-		-
Vehicles	37,499	(0)	(37,499)	46874012%	-
Mapping	-	-	-		-
Communications	-	-	-		-
<b>Common Services</b>	546,108	(0)	(546,108)	170658706%	(1)
Administration	4,409,260	742,724	(3,666,536)	-494%	549,916
Road Maintenance - General	2,329,725	2,455,000	125,275	5%	2,423,200
Bridges - Annual Maintenance	784,866	893,283	108,417	12%	639,568
Roads - Hamlets	94,018	154,393	48,243	31%	162,694
Roads - Approach Construction	104,271	159,889	55,618	35%	168,372
Roads - Brushing	9,093	33,439	24,346	73%	22,704
Roads - Dust Control	49,840	43,600	(6,240)	-14%	77,800

Clear Hills County  
2016 Operating Budget

FUNCTION	2015		Remaining		2016
	Actual	Budget	\$	%	Budget
Roads - Hard Surfaces	349,308	335,000	(14,308)	-4%	275,000
Roads - Mowing	178,879	384,193	205,313	53%	296,574
Roads - Gravel	1,618,903	1,810,324	191,421	11%	1,928,289
Roads - Signage	110,089	143,660	33,571	23%	62,909
Roads - Road Repairs	535,716	1,070,999	535,283	50%	1,193,000
Roads - New Roads	1,996,319	2,076,870	80,551	4%	1,978,141
Roads - Regrade	8,712	-	(8,712)		-
Roads - Gravel Pits	32,737	500	(32,237)	-6447%	15,500
Roads - Licensed Drainage Ditches	5,700	18,000	12,300	68%	25,000
<b>Transportation (Roads, streets, walks, lighting)</b>	<b>12,617,437</b>	<b>10,321,874</b>	<b>(2,307,695)</b>	<b>-22%</b>	<b>9,818,666</b>
Water	1,091,387	997,974	(88,711)	-9%	950,386
Sewer	56,300	58,503	2,203	4%	50,173
Waste Management	505,616	493,825	(11,791)	-2%	511,492
<b>Utilities</b>	<b>1,653,304</b>	<b>1,550,302</b>	<b>(98,299)</b>	<b>-6%</b>	<b>1,512,052</b>
FCSS	117,814	101,050	(16,764)	-17%	106,550
Cemeteries	6,000	11,500	5,500	48%	11,500
<b>Social Services</b>	<b>123,814</b>	<b>112,550</b>	<b>(11,264)</b>	<b>-10%</b>	<b>118,050</b>
<b>Municipal Planning &amp; Development</b>	<b>258,729</b>	<b>337,826</b>	<b>79,097</b>	<b>23%</b>	<b>331,833</b>
Community - General	359,314	233,700	(117,860)	-50%	297,224
Community - Seniors - General	-	-	-		-
Community - Seniors	12,714	13,827	1,113	8%	15,027
Community - Community	-	-	-		-
<b>Community Services</b>	<b>372,028</b>	<b>247,527</b>	<b>(116,747)</b>	<b>-47%</b>	<b>312,251</b>
Ag Svc - General	352,362	306,159	23,796	8%	307,632
Ag Svc - Improvement	198,122	230,436	32,314	14%	243,373
Ag Svc - A.E.S.A.	64,613	67,500	2,887	4%	67,500
Ag Svc - Control	112,559	178,253	65,694	37%	212,163
<b>Agricultural Services</b>	<b>727,657</b>	<b>782,348</b>	<b>124,691</b>	<b>16%</b>	<b>830,668</b>
Economic Development	287,985	207,723	(80,262)	-39%	122,188
<b>Development Services</b>	<b>546,714</b>	<b>545,549</b>	<b>(1,165)</b>	<b>0%</b>	<b>454,021</b>
Recreation	466,262	301,500	(164,762)	-55%	261,500
Culture	58,832	32,965	(25,867)	-78%	35,882

Clear Hills County  
2016 Operating Budget

	2015		Remaining		2016
	Actual	Budget	\$	%	Budget
<b>FUNCTION</b>					
Recreation & Culture	525,094	334,465	(190,629)	-57%	297,382
<b>Subtotal</b>	19,840,190	16,154,393	(3,614,974)	-22%	15,561,772

# Clear Hills County

## Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 12, 2016
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Bylaw No. 204-16</b>
File:	12-05-10

### DESCRIPTION:

Bylaw No. 204-16 authorizes the rates of taxation to be levied against assessable property within Clear Hills County for the 2016 taxation year.

### BACKGROUND / PROPOSAL:

Bylaw No. 204-16, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation has been prepared for first, second and third reading.

### ATTACHMENTS

- Bylaw No. 204-16

### RECOMMENDED ACTION:

Resolution by ... that first reading be given to Bylaw No. 204-16, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2016 taxation year.

**AND**

Resolution by ... that second reading be given to Bylaw No. 204-16, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2016 taxation year.

**AND**

Resolution by ... to proceed to third and final reading of Bylaw No. 204-16, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2016 taxation year.

*Unanimous consent is required to proceed*

**AND**

Resolution by ... that third reading be given to Bylaw No. 204-16, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2016 taxation year.

Initials show support - Reviewed by:	Manager:		CAO:	
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**BYLAW NO. 204-16**

**A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN CLEAR HILLS COUNTY FOR THE 2016 TAXATION YEAR.**

WHEREAS, Clear Hills County (hereinafter referred to as "the County") has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 12, 2016; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for Clear Hills County for 2016 total \$42,567,709; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$26,377,692; and

WHEREAS, the estimated requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential & Farmland Properties	\$ 351,856.00
Non-Residential Properties	2,893,578.00
Grande Prairie Catholic School District No. 28	
Residential & Farmland Properties	<u>847.00</u>
Total School Requisitions	\$ 3,246,281.00
North Peace Housing Foundation	\$ 412,625.27; and

WHEREAS, the Council of Clear Hills County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all taxable property in Clear Hills County as shown on the assessment roll is:

Residential	\$ 127,031,640
Non-residential	742,686,160
Farmland	60,109,060
Machinery & Equipment	<u>255,318,460</u>
	<u>\$1,185,145,320</u>



NOW THEREFORE, under the authority of the Municipal Government Act, the Council of Clear Hills County, in the Province of Alberta, enacts as follows:

1. The Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of Clear Hills County:

	Tax Levy	Assessment	Mill Rate
General Municipal			
Residential	\$ 165,422	\$ 127,031,640	1.30221
Non-residential	10,877,307	742,686,160	14.64590
Farmland	418,993	60,109,060	6.97055
Machinery & Equipment	<u>3,739,369</u>	<u>255,318,460</u>	14.64590
	<u>15,201,091</u>	<u>1,185,145,320</u>	
Alberta School Foundation Fund (ASFF)			
Residential	238,684	\$ 126,643,175	1.8847
Non-residential	2,893,580	742,686,160	3.8961
Farmland	<u>113,172</u>	<u>60,047,925</u>	1.8847
	<u>3,245,436</u>	<u>929,377,260</u>	
Grande Prairie Catholic School District No. 28			
Residential	732	388,465	1.8847
Farmland	<u>115</u>	<u>61,135</u>	1.8847
	<u>847</u>	<u>449,600</u>	
North Peace Housing Foundation			
Residential	44,229	\$ 127,031,640	0.34817
Non-residential	258,581	742,686,160	0.34817
Farmland	20,928	60,109,060	0.34817
Machinery & Equipment	<u>88,894</u>	<u>255,318,460</u>	0.34817
	<u>412,632</u>	<u>1,185,145,320</u>	
	<u>\$18,860,006</u>		

2. This bylaw shall come into force and effect on the date of final reading hereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016.

\_\_\_\_\_  
Jake Klassen, Reeve

\_\_\_\_\_  
Allan Rowe, Chief Administrative Officer

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016.

\_\_\_\_\_  
Jake Klassen, Reeve

\_\_\_\_\_  
Allan Rowe, Chief Administrative Officer

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2016.

\_\_\_\_\_  
Jake Klassen, Reeve

\_\_\_\_\_  
Allan Rowe, Chief Administrative Officer

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2015 Audited Financial Statements
File Code:	12-05-03

### DESCRIPTION:

Wilde & Company performed the year end audit and produced the draft 2015 audited financial statements.

### BACKGROUND / PROPOSAL:

Representatives from Wilde and Company were present from February 24 – 26, 2016 to perform the annual year end audit.

Administration has brought the 2015 draft audited financial statements to Council for review.

### ATTACHMENTS

### RECOMMENDED ACTION:

RESOLUTION by ... that Council adopts the 2015 audited financial statements as presented by Wilde & Company.

Initials show support - Reviewed by:

Manager:



CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>ASB MEMBER AT LARGE RESIGNATION</b>
File:	63-10-02

### DESCRIPTION:

Agricultural Service Board Member at Large Leslie Davis verbally tendered his resignation to the ASB at their Regular Meeting on March 18, 2016. His resignation is effective April 25, 2016 as he is moving out of the County. Council is requested to give direction regarding this vacancy.

### BACKGROUND:

- The ASB is comprised of 5 voting members: 4 members at large and 1 Council representative.
- Quorum is four voting members
- Member at large positions are 4 years, coinciding with the election of Council.

### ATTACHMENTS:

- Bylaw 177-13

### OPTIONS:

1. Reduce the number of members at large to 3, this would also reduce quorum to 3 (new bylaw required)
2. Leave the position vacant for the duration of this term (2017)
3. Advertise for interested eligible applicants to fill the vacancy.

### RECOMMENDED ACTION:

RESOLUTION by     to

Initials show support - Reviewed by:

Manager:



CAO:



## **BYLAW NO. 177-13**

### **A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AN AGRICULTURAL SERVICE BOARD.**

WHEREAS, the Agricultural Service Board Act empowers a Council to pass a bylaw to establish an Agricultural Service Board; and

WHEREAS, the Council of Clear Hills County has determined it is in the best interests of the county to pass such a bylaw.

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

1. THAT, the Agricultural Service Board for Clear Hills County will be an independent committee consisting of five members at large, one Council member, one non-voting Alberta Agriculture, Food and Rural Development representative, and one non-voting Agricultural Fieldman. Four voting board members represents a quorum.
2. THAT, in the absence of the Agricultural Fieldman, the Community Development Manager or Acting Agricultural Fieldman will sit on the Agricultural Service Board as an alternate non-voting board member.
3. THAT, the Chair will be selected by the Agricultural Service Board members at the first or organizational meeting, with all voting board members eligible for the position.
4. THAT, the duration of the term for Agricultural Service Board members will be four (4) years, coinciding with the election of Council.
5. THAT, advertising for members at large will commence on or about August 15<sup>th</sup> prior to a general County election, conducted by Administration.
6. THAT, the selection of board members at large will occur during the organizational meeting of Council, and will be based on agricultural experience and agricultural community involvement of the board candidate.
7. THAT, the board candidate will be an agricultural producer residing within the boundaries of Clear Hills County at the time of selection and for the duration of the term of appointment, unless otherwise authorized by a resolution of council.
8. Bylaw No. 173-13 is hereby rescinded.



9. THAT, this bylaw shall come into force and effect upon the date of final reading hereof.

READ for a FIRST time this 26 day of NOVEMBER A.D., 2013.

READ for a SECOND time this 26 day of NOVEMBER A.D., 2013.

READ for a THIRD time this 26 day of NOVEMBER A.D., 2013.

  
\_\_\_\_\_  
Charlie Johnson, Reeve

  
\_\_\_\_\_  
Allan Rowe, Chief Administrative Officer

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>POLICY 6302-AGRICULTURAL IMPROVEMENT POLICY</b>
File:	63-10-02

### DESCRIPTION:

The Agricultural Service Board is recommending amendments to Policy 6302-Agricultural Improvement Policy to include reimbursement of some costs for producers that attend agricultural focused conferences and workshop and report back to the Board on what they learned.

### BACKGROUND:

AG38(03/18/16) RESOLUTION by Deputy Chair Rucker that this Agricultural Service Board recommend Council adopt Policy 6302 Agricultural Improvement Policy with revisions to include reimbursing costs for producers that attended agricultural focused Conferences and Workshops as presented.  
CARRIED.

### ATTACHMENTS:

- Amended Policy 6302

### OPTIONS:

### RECOMMENDED ACTION:

RESOLUTION by to adopt amended Policy 6302 Agricultural Improvement Policy that includes criteria for reimbursing costs for producers that attend agricultural focused Conferences and Workshops and report back on to the Agricultural Service Board on what they learned, as presented.

Initials show support - Reviewed by:	Manager: <i>ABj</i>	CAO: <i>AL</i>
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# Clear Hills County

Effective Date: <b>April 12, 2016 Revised</b>	Policy Number <b>6302</b>
Title: <b>AGRICULTURE IMPROVEMENT POLICY - REVISED</b>	

## 1. Policy Statement

1.1. Clear Hills County will actively encourage the adoption of innovative, appropriate technologies and practices that may be of economic benefit to County agricultural producers.

## 2. Responsibilities

2.1. Agricultural Services under direction of the Agricultural Service Board will encourage agricultural producers to adopt innovative and appropriate technologies and practices by:

- 2.1.1. purchasing and offering rental equipment,
- 2.1.2. establishing demonstration plots,
- 2.1.3. hosting or organizing seminars, informational meetings, and tour days,
- 2.1.4. organizing an Agricultural Trade Show,
- 2.1.5. supporting Veterinarian Services Incorporated (VSI), and
- 2.1.6. offering innovative and informative programs and services.

2.2. Agriculture Producers operating in the County may be eligible to receive reimbursement for costs associated with attending out-of-County events, workshops, seminars, or conferences providing information and education related to the business of agriculture, based on the following criteria:

2.2.1. Annually the Agricultural Service Board may include funds in the budget for this program.

2.2.2. Producers must apply to the Board prior to attending the event, including a description of the event, cost of registration, projected costs for accommodations for the duration of the event and the list of meals that are not included as part of the event fees.

2.2.3. Eligible expenses: Accommodations for the duration of the event, Meals not provided by the event, and registration fees.

2.2.4. Ineligible expenses: Travel costs and out of pocket expenses

2.2.5. Receipts are required for reimbursement of accommodations and registration fees. Meals not provided at the event will be reimbursed at the rates set out in the current Policy 1127 - Travel and Expense

2.2.6. The Board will approve applications on a first come first serve basis until the annual budget has been allocated.

2.2.7. Reimbursement will not be released until the Producer(s) provides a written and verbal report to the board at a regular Agricultural Service Board meeting following the event. The report regarding the event must include the knowledge, skills or benefits received from attending the event.

### 3. End of Policy

#### ADOPTED

Resolution #C192-03

Date: March 25, 2003

#### AMENDED

Resolution #C460-03

Date: June 24, 2003

Resolution #C876-03

Date: November 25, 2003

Resolution #C461(06/26/07

Date: June 26, 2007

Resolution #C164(02/22/11)

Date: February 22, 2011

Resolution # \_\_\_\_\_

Date: \_\_\_\_\_

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>POLICY 6304 ROADSIDE VEGETATION CONTROL</b>
File:	63-40-02

### DESCRIPTION:

The Agricultural Service Board is recommending a voluntary Pollinator Habitat No-Mow Program be implemented by the County to protect the habitat of bees and other pollinators, and Council is presented with the revised Policy 6304 Road Side Vegetation Control that includes the proposed No-Mow program in Section 4.11.

### BACKGROUND:

AG36(03/18/16)

RESOLUTION by Member Ross that this Agricultural Service Board recommend Council adopt Policy 6304 Roadside Vegetation Control that has been revised to include the proposed Pollinator Habitat No-Mow Program as presented.

CARRIED.

### ATTACHMENTS:

- Amended Policy 6302

### OPTIONS:

1. Adopt as presented.
2. Direct the following changes....
3. No adopt the proposed Pollinator Habitat No-Mow Program.

### RECOMMENDED ACTION:

RESOLUTION by to adopt amended Policy 6304 Roadside Vegetation Control that has been amended to include a voluntary Pollinator Habitat No Mow Program to protect the habitat of bees and other pollinators, as presented.

Initials show support - Reviewed by:

Manager:

*ABJ*

CAO:

*dl*





# Clear Hills County

Effective Date: <b>April 12, 2016 - Revised</b>	Policy Number 6304
Title: <b>ROADSIDE VEGETATION CONTROL REVISED</b>	

## 1. Policy Statement

Clear Hills County strives to maintain roadsides that have a high level of visibility, support adequate drainage, prevent weeds from spreading and are aesthetically acceptable.

## 2. Definitions

Roadside - that portion of the road allowance that extends from the edge of the driving surface to the adjacent property line.

## 3. Purpose

To provide direction to administration for the control of roadside vegetation in an environmentally safe, publicly acceptable and cost effective manner.

## 4. Responsibilities

### 4.1 Brushing

### 4.2 Public Works Manager will:

- 4.2.1 provide council with an annual project plan to remove all brush from County roadsides by December 2012;
- 4.2.2 Contract and/or operate equipment for clearing and mulching of trees and brush;
- 4.2.3 provide follow up inspections to insure roads and roadsides are clear of brushing debris, stumps and mounds;
- 4.2.4 obtain any necessary warranty work from contractors following the inspection of the completed job;
- 4.2.5 seed suitable pasture seed mix, as required, to prevent erosion and weed competition;
- 4.2.6 Notify in writing landowners with property adjacent to the roadsides included in the annual brushing program plan prior to work commencing.

### 4.3 The County will provide a *Brushing Request* agreement (form B) to landowners, whereby:

- 4.3.1 The landowner agrees to allow the municipality to enter their land to brush outwards into the road ditches.
- 4.3.2 When landowners are requesting private land brushing, the brushing will extend by approximately 16.5 feet onto private land adjacent to road ditches, as needed.
- 4.3.3 The County will be responsible for all surveying costs and staking of work area.

#### 4.4 Brushing of Intersections

- 4.4.1 Clear Hills County will brush intersections beyond the right of way upon request, pending signed agreements between affected landowners and Clear Hills County. The intersection will be brushed 300 feet each way from the corner, in a triangular shape, along adjacent roadway. The vegetation will be controlled by spraying or mowing to control regrowth of brush and included as part of the agreement.

#### 4.5 Do Not Brush Backslope program

- 4.5.1 The Do Not Brush Backslope program is available for persons who want to retain the trees and brush on the backslope of the road allowance in front of their residence.
- 4.5.2 Landowners must request in writing for the County Brushing Program to leave the trees and brush on the backslope of the road allowance in front of their residence.

#### 4.6 Spraying

- 4.6.1 The program will focus on brush control to prevent regrowth and vegetation as listed in the Weed Control Act of Alberta and/or plants designated by County by-law and are the same as the Agricultural Service Board expects the public to control.
- 4.6.2 Spraying will not occur adjacent to yard sites or known herbicide sensitive vegetation such as gardens or shelterbelts or within the legislated setback from water bodies and water sources.
- 4.6.3 Agricultural Services staff will:
- 4.6.4 Contract for and or apply herbicide to kill brush regrowth in

the year following the brushing program.

4.6.5 Contractor for and or apply herbicide to Noxious & Prohibited Noxious weeds to prevent weed spread & weed seed propagation;

4.6.5.1 Select herbicide based on the following criteria:

4.6.5.2. Registered for use in Alberta

4.6.5.3. Registered for control of the target vegetation

4.6.5.4. Cost effectiveness

4.6.5.5. Suitability for site, application conditions and will not increase environmental foot print.

#### 4.7 Do Not Spray Program:

4.7.1 The Do Not Spray program is available for persons who do not want the roadside adjacent to their property sprayed.

4.7.2 Landowners must complete and sign a Roadside Spraying form stating that they do not wish to have the road allowance adjacent to specific land locations sprayed,

4.7.3 Landowners accept full responsibility for weed and brush control within the stated road allowance.

4.7.4 Failure to control the weeds and brush in the current growing season will result in the County controlling the weeds and brush in accordance with this policy.

#### 4.8 Mowing

4.8.1 Public Works Manager will:

4.8.1.1 Provide council with an annual project plan to mow County owned roadside ditches.

4.8.1.2 Contract and/or operate equipment to mow County owned roadside ditches.

4.8.2 Mowing operations will rotate throughout the County on an annual basis, as per the project plan approved by council, to ensure all roads are maintained as efficiently as possible.

4.8.3 Administration will prioritize the mowing of roads as follows:

- 4.8.3.1 Market Roads: first priority; annually mow to outside edge of road right-of-way (fence line to fence line).
- 4.8.3.2 Local roads: second priority; annually mow to outside edge of mowable road right-of-way (property line to property line).
- 4.8.3.3 All other roads: last priority; annually mow to outside edge of mowable road right-of-way (property line to property line) as needed for brush between 4 and 6 feet in height adjacent to road.

#### 4.9 Mowing for Community Organizations

- 4.9.1 Clear Hills County offers to mow outfields and large grassed-in areas that are beyond the reasonable scope of riding and push lawn mowers for community not-for-profit organizations within the County, once annually in conjunction with the roadside mowing program.
  - 4.9.1.1 Organizations requesting this service are required to sign a waiver annually protecting Clear Hills County, see attachment Schedule A.
  - 4.9.1.2 Mowing of outfields and large grassed in areas that are beyond the reasonable scope of riding and push lawn mowers shall be completed subject to the conditions set out in Schedule A. In the event that the Public Works Manager or his representative determines that the area requested is too hazardous or difficult to mow the Organization will be notified that the area cannot be mowed.

#### 4.10 Alternative Weed Control Methods

- 4.10.1 In Environmentally sensitive areas due to soil structure, native species sensitivity or where legislated setback from water bodies and water sources prevent the application of herbicides, mowing or brushing Agricultural Services staff will implement alternative weed control methods such as hand picking or use of biological controls.

#### 4.11 Pollinator Habitat No-Mow program:

- 4.11.1 The Pollinator Habitat No-Mow program is available for persons who wish to increase habitat for pollinators by reducing ditch mowing.

- 4.11.2 The Pollinator Habitat No-Mow program is in affect for the backslope and that portion of road right-of-way that would be mowed when doing the second pass of the County mowing program. Note: The shoulder and that portion of the road right-of-way that is mowed in the first pass of the County mowing program is exempt from the No-Mow program.
- 4.11.3 Landowners must complete and sign a roadside 'Pollinator Habitat No-Mow' form stating that they do not wish to have the road allowance adjacent to specific land locations mowed.
- 4.11.4 Landowners accept full responsibility for weed and brush control within the stated road allowance.
- 4.11.5 Failure to control the weeds and brush in the current growing season will result in the county controlling the weeds and brush in accordance with this policy

## 5. Fencing

- 5.1 Replacement fences will be constructed to the standard currently in place or to the following standards; whichever is of the higher quality (i.e. game fence):
- 5.1.1 In all other instances fences will be replaced to the standard that existed prior to the fences being removed;
- 5.1.2 If the landowner wants to raise the fence to a higher standard he could compensate the County up to the standard he would require;

### Current Standards

- 5.2.1 four wire fencing with Canadian Double Strand standard wire;
- 5.2.2 Treated posts with a minimum diameter of 3 inches and a length of 7 feet; varying post lengths may be used where conditions warrant;
- 5.2.3 Posts are to be placed approximately 18 to 20 feet apart;
- 5.2.4 Two braces on corner post construction

- 5.3 The county will only replace existing fences. If no fence exists or a lower quality fence than standards as per Section 2.2, with evidence



of not being used exists, the county will not be obligated to construct a fence.

5.4 During County operations, fences that are in the right of way will not be repaired or replaced if damaged.

6 Reference to Legislation

7 6.1. Weed Control Act

8 Related Policies

1.11. Property Line Spraying Policy 6309

1.12. Policy No. 3206 Fencing

1.13. Bylaw No. 197-15 Schedule of Fees-Purchase of goods and services

9 End of Policy

ADOPTED: Resolution C262(03/29/11)

AMENDED: Resolution C408(05/10/11)

AMENDED: Resolution C262 (03/29/11)

AMENDED: Resolution C445 (07/23/13)

AMENDED: Resolution C190-14 (03/25/14)

AMENDED: Resolution C231-15 (04/28/15)

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>POLICY 6306-CLUBROOT OF CANOLA POLICY</b>
File:	63-30-10

### DESCRIPTION:

The Agricultural Service Board is recommending that Council adopt the amended Policy 6306-Clubroot of Canola Policy that they have revised to clearly define the County's criteria to inspect for Clubroot of Canola and response process to limit the spread of Clubroot of Canola if it is ever confirmed within the County boundaries.

### BACKGROUND:

AG37(03/18/16)

RESOLUTION by Member Davis that this Agricultural Service Board recommend Council adopt revised Policy 6306-Clubroot of Canola Policy as presented. CARRIED.

### ATTACHMENTS:

- Policy 6306

### OPTIONS:

1. Adopt as presented
2. Direct the following changes....
3. Not adopt the proposed changes

### RECOMMENDED ACTION:

RESOLUTION by to Council adopt the amended Policy 6306-Clubroot of Canola Policy that has been revised to clearly define the County's criteria to inspect for Clubroot of Canola and response process to limit the spread of Clubroot of Canola if it is ever confirmed within the County boundaries.

Initials show support - Reviewed by:

Manager:

*ABJ*

CAO:

*AS*



# Clear Hills County

Effective Date: <b>April 12, 2016 Revised</b>	Policy Number <b>6306</b>
Title: <b>CLUBROOT OF CANOLA POLICY – REVISED</b>	

## 1. Policy Statement

- 1.1. Clear Hills County will implement procedures to reduce the possibility of introduction, limit the spread, and minimize yield losses of Clubroot in Canola in the County.

## 2. Responsibilities

- 2.1. Agricultural Services staff will conduct a minimum of 25 field inspections, as per Clubroot in Canola Procedure 6306-01, for Clubroot on Canola grown in the County.  
**Fields will be selected according to the following criteria:**
  - 2.1.1. **Fields surrounding an infected field; or fields associated with an infected field through equipment, geography, ownership, etc.**
  - 2.1.2. **Canola fields displaying symptoms similar to those infected with Clubroot**
  - 2.1.3. **Fields with a short or no crop rotation. (ie. canola on canola)**
  - 2.1.4. **Random fields throughout the County for adequate surveying coverage.**
- 2.2. Agricultural Services staff will educate producers, general public and other industry about Clubroot of Canola, through newsletters, publications, workshops and one-on-one communications.
- 2.3. **Any Canola crops displaying symptoms of Clubroot infection will be sampled and samples will be sent to a credible laboratory for confirming or denying the presence of Clubroot.**
- 2.4. Agricultural Service Board will work cooperatively with neighboring municipalities and primary producers.

## 3. Enforcement

- 3.1. **Upon confirmation of a Clubroot infected Canola field in the County:**
  - 3.1.1. **The landowner and registered occupant will be notified in writing with a legal notice in accordance with the Alberta Agricultural Pests Act.**
  - 3.1.2. **All landowners and registered occupants within a 5 mile radius of the field where Clubroot was confirmed, will be sent written notice that Clubroot was confirmed within 5 miles of their property. Additional information including the Alberta Clubroot Management Plan, Clubroot of Canola Policy 6306, Clubroot identification information, equipment cleaning procedures and information on minimizing the spread of Clubroot.**
  - 3.1.3. **A County wide public notice will be issued, informing the general public, contractors, stakeholders, industry and all County landowners that Clubroot of**

Canola has been confirmed in the County. This will be posted in the County newsletter and the local newspaper.

**3.2. A Notice given for Clubroot will require for the infected field:**

**3.2.1. That no canola crop or any host crop shall be grown in that field for a minimum of 3 years, beginning with the year following the discovery of Clubroot infection in that field. In the 4<sup>th</sup> year a Clubroot resistant canola variety may be grown.**

**3.2.2. That all volunteer host plants (cultivars or weeds) must be destroyed to prevent more than 3 weeks growth.**

**3.2.3. That straw, chaff, feed, dirt, and debris must not be removed from the field for 4 years following the year of detecting Clubroot in the field.**

**3.2.4. That access areas to the infected field be seeded and maintained with non-susceptible grasses (for cleaning equipment).**

**3.2.5. That all equipment leaving that field must be cleaned by removing all dirt, plant material, and debris.**

**3.3. Infected fields will be monitored for compliance for 4 years following the issuance of the Notice.**

**3.4. Crops growing in non-compliance will be destroyed at the landowner's expense.**

**3.5. Should enforcement be required, additional administrative fees will be charged at 15% of the cost of enforcement.**

**4. Guidelines**

- 4.1. Alberta Clubroot Management Plan
- 4.2. Peace Regional Clubroot Guideline 2.1

**5. Reference to Legislation**

- 5.1. Agricultural Pests Act
- 5.2. Pest and Nuisance Control Regulations of Alberta
- 5.3. Clear Hills County Pest Control Policy (6303)

**6. End of Policy**

ADOPTED  
Resolution C344(06/10/08) Date: June 10, 2008

AMENDED  
Resolution C165(02/22/11) Date: February 22, 2011



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>NORTHWEST ALBERTA EMERGENCY RESOURCING AGREEMENT</b>
File:	24-02-02

### DESCRIPTION:

Council is presented with the Northwest Alberta Emergency Resourcing agreement, which was born out of the response to the Wild Fires near High Level in 2015. This agreement does not supersede any existing mutual aid agreements in place. The concept behind the agreement is to have predictable costs in advance for a community accessing help as well as predictable expectations of revenue for a municipality that is sending equipment. The agreement sets up the region for incident management help from the area as well as the ability to request just manpower if needed.

### BACKGROUND:

Clear Hills County has a mutual aid agreement with adjacent municipalities:

M.D. of Fairview,  
Town of Fairview,  
Village of Hines Creek, and  
M.D. of Peace.

The County has fire service agreements with:

M.D. of Fairview (Fairview Fire Department)  
Town of Manning (Manning Fire Department)  
M.D. of Peace (Berwyn & Grimshaw Fire Departments)  
County of Northern Lights (Dixonville Fire Department)

### ATTACHMENTS:

- Email from Town of High Level
- Draft Agreement
- Town of High Level RFD with backgrounder.

### OPTIONS:

- Participate in the agreement OR not
- Request the following amendments before entering into the agreement....

### RECOMMENDED ACTION:

RESOLUTION by to enter into the Northwest Alberta Emergency Resourcing Agreement, a multi-municipality mutual aid agreement for the northwest region of Alberta.

Initials show support - Reviewed by:

Manager:

*ABJ*

CAO:

*R*



## Audrey Bjorklund

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**From:** Rodney Schmidt <rschmidt@highlevel.ca>  
**Sent:** March-16-16 2:57 PM  
**To:** Alex CS.; Alex P.; Andy G.; Angela P.; Audrey Bjorklund; Bill E.; Bill H.; Bill M.; Bob S.; Brad W.; Brent K.; Brent R.; Brian B.; Brian L.; Brice D.; Chris F.; Chris T.; Chris T.; Clayton S.; CLFR; Cody L.; Colin Buchan; Cornie W.; Curtis M.; Dan F.; Dan L.; Dan V.; Danny M.; David L.; David M.; Deborah J.; Derian R.; Don B.; Everett C.; Garry L.; Glenn G.; Gord M.; Gordon B.; Greg B.; Harold N.; Henri C.; Hythe Fire Chief; Jamie C.; Janine S.; Jason W.; Jeff F.; Joe S.; Fire; Josh P.; Julien B.; Justin R.; Karen J.; Ken D.; Ken M.; Ken M.; Ken W.; Kurt F.; Lance B.; Lance B.; Larry B.; Larry S.; Larry S.; Lawrence A.; Lawrence A.; Leo T.; Les P.; Marcel M.; Matthew D.; Mike F.; Mike K.; Mike S.; Peter W.; Preben B.; Randy S.; Richard H.; Richard W.; Robert H.; Rodney Schmidt; Ron P.; Ronald R.; Ronan M.; Shawn J.; Shawn K.; Simon L.; Steve M.; Steve Norton; Steve R.; Tahirih W.; Terry T.; Tim P.; Tom B.; Trenton C.; Trevor G.; Victor M.; Victor P.; Vivian B.; William P.; Laurie Hauk; Adam Clarkson; 'Tim Harris'  
**Subject:** Northwest Alberta Emergency Resourcing Agreement  
**Attachments:** RFD emergency resource agreement jan 2016.docx; Emergency Resource Agreement.doc

Good day everyone.

At last week's regional meeting, a motion was passed to finalize the Northwest Alberta Emergency Resourcing Agreement. The Document outlines resourcing for municipalities in the case of a major emergency or potential emergency from municipalities that do not have mutual aid agreements with each other. This agreement does not supersede any existing mutual aid agreements you have in place. It only applies to receiving or giving help to areas that you do not have a mutual aid agreement with.

The document has gone through various revisions over the past few months but the idea was born out of the response to the Wild Fires near High Level in 2015. The concept behind the agreement was to have predictable costs in advance for a community accessing help as well a predictable expectations of revenue for a municipality that is sending equipment.

The agreement also sets up the region for incident management help from the area as well as there is the ability to request just manpower if needed.

The agreement has many facets but is simplistic in form. There is a delegation of authority form to allow a requesting agency to delegate duties on their behalf (as was done last year) or it can be used to delegate authority to people arriving to assist with incident management duties. There is a fill in resource ordering form as well.

We were hoping to have this brought forward at the Northern Alberta Elected Leaders Meeting in March but we were not included on the agenda due to a meeting that day with a Provincial Minister. It was hoped that we could explain the concept at that meeting but we were unable. This is where we need your help to explain to your councils that value of this agreement. So far we have 16 municipalities that agreed at the regional meetings to bring this forward to their Councils. They are:

MD of Smoky River  
MD of Greenview  
Town of High Level  
Central Peace Fire + Rescue Commission

Saddle Hills County  
MD of Opportunity  
Northern Sunrise County  
Village of Berwyn  
Peerless Trout  
MD of Spirit River  
Town of Fox Creek  
Town of High Prairie  
Town of Grimshaw  
City of Grande Prairie  
Town of Peace River  
County of Northern Lights

We are encouraging other municipalities to do the same.

This has not been done in other areas of the province so once again the Northwest is leading the way in regional cooperation. Thank you to everyone who helped make this happen. This will be a big step forward in the ability to have a regional focus on Emergency Management and greatly increase the ability of us to get resources quickly to areas that need help.

I would like to thank the MD of Greenview for their massive amount of work on this project. They came up with the initial concept and through the great work of the Peace Regional Chiefs, this is becoming a reality.

The Town of High Level has agreed to become the steward of the agreement and hold the original documents and provide everyone lists of signatories once they are approved.

Also a reminder that DC Julien Bergeron is compiling a database of region resources. If you have not done so, please provide him with the information ASAP. This will better prepare us for the upcoming wildland season.

I have attached the document as well as a copy of my original RFD to my Council in January as a guide. If you need any further information please do not hesitate to let me know.

Thanks again,

Rodney Schmidt  
Fire Chief  
Director of Protective Services  
Town of High Level  
Ph: 780-821-4016  
Fax: 780-926-2899



# NORTHWEST ALBERTA EMERGENCY RESOURCE AGREEMENT

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 20 \_\_\_\_

BETWEEN:

List of signing parties.

**WHEREAS** the parties to this Agreement are all Municipal Corporations or Regional Service Commissions within the Province of Alberta, incorporated pursuant to the *Municipal Government Act RSA 2000, M-26*, as amended;

**AND WHEREAS** the purpose of this agreement is provide the ability for signatories to access needed resources to mitigate or support emergency response initiatives from sources outside predetermined mutual aid agreements.

**AND WHEREAS** each party to this Agreement provides fire protection services within their respective boundaries;

**AND WHEREAS** each of the parties hereto acknowledge and agree that it is desirable and to the parties mutual benefit that from time to time, each be able to provide fire protection assistance to any or all of the other parties to this Agreement;

**AND WHEREAS** the parties hereto wish to enter into this Agreement to formalize the systems and procedures which can be utilized in order for the parties to request fire resources and assistance from the other party to this Agreement and to respond to such requests;

**NOW THEREFORE THIS AGREEMENT WITNESSETH THAT** in consideration of the mutual covenants, agreements and premises set out herein, the parties hereto hereby agree as follows:

1. In this Agreement, the following words and terms shall have the following meanings:
  - a) "Assistance" shall mean firefighting, fire protection or other resources available pursuant to this Agreement. Assistance may relate to incidents which the Requesting Party does not attend or does not believe it will attend, or incidents which the Requesting Party does attend, but believes it would be prudent to require further or other forces for firefighting/protection purposes.
  - b) "Claims" shall mean any and all manner of action or actions, cause or cause of action, suits, proceedings, demands, debts, dues, sums of money, costs, expenses and

damages of every nature and kind arising at law, equity, statute or otherwise which any party has, had, or may have.

c) "Effective Date" shall mean \_\_\_\_\_, 2016.

d) "Equipment" shall mean firefighting vehicles, apparatus and other equipment.

e) "Personnel" shall mean firefighters, fire officers, command and general staff.

f) "Consumables" shall mean tools, equipment and products once used cannot be recovered.

g) "Designated Officer" shall mean person whom in their scope of responsibilities can authorize the employment or deployment of equipment, personnel, consumables and delegations of authority for the provision of services.

h) "Requesting Party" shall mean a party to this Agreement which requests Assistance from another party to this Agreement.

i) "Responding Party" shall mean a party to this Agreement which responds to the request for Assistance made by a Requesting Party.

j) "Information Flow" shall mean the collection and dissemination of information in regard to signatory parties and designated officer (s)

2. If a Mutual Aid Agreement exists between the Requesting Party and Responding Party that agreement shall take precedence over this Agreement.
3. Subject to the terms and conditions of this Agreement, any party to this Agreement may request the Assistance of another party to this Agreement.
4. Subject to the terms and conditions of this Agreement, the parties to this Agreement agree that they will endeavor to provide Assistance to the other party to this Agreement, upon request. However, the parties hereto acknowledge and agree that there are and will be times and circumstances in which Assistance cannot be provided. Without restricting the generality of the foregoing, Assistance may be refused when the Responding Party or its designate or fire chief, or his or her designate, deems it imprudent or unsafe to provide such Assistance. At all times, whether or not Assistance will be provided, and the nature of the Assistance to be provided, if any, will be in the unfettered discretion of the Responding Party.
5. This Agreement shall come into force and effect upon the Effective Date, and shall remain in full force and effect until each of the parties hereto withdraws from this Agreement in accordance with the provisions of this Agreement.
6. Any one of the parties to this Agreement may withdraw from this Agreement by providing the other party with six (6) months written notice of their intention to withdraw.

7. All requests for Assistance pursuant to this Agreement shall be directed to the Designated Officer of the Responding Party. In the event that the authorized representative of the Responding Party is someone other than the Responding Party's Designated Officer, the authorized representative will confirm the request with the Responding Party's Designated Officer, or his or her designate as soon as reasonably possible. If the Responding Party's Designated Officer or designate cannot be contacted, the Responding Party may, but will not be required to, respond.

The Requesting Party shall complete the request form "Appendix A" and forward to the manager or designate of the Responding Party at the time of request or as soon as reasonably possible.

8. The Requesting Party Designated Officer may delegate authority to another Responding Party to, request, employ or command equipment or personnel as defined. When operating under the delegation of authority the party doing so must present the delegation of authority form to any Party which is to be requested, employed or commanded.

The delegation of authority form is provided in Appendix C of the document.

9. A Responding Party may, after responding to a request for Assistance, withdraw their Assistance in the event that the Responding Party, the Responding Party's Designated Officer, or the designate of either of them, deems it prudent or desirable to withdraw Assistance. Without restricting the generality of the forgoing, Assistance may be withdrawn if the Responding Party's Equipment or services are required elsewhere, or it is deemed to be unsafe to provide or continue providing Assistance.

10. When providing Assistance, the following command and control structure will apply:

- a. The first fire department of a Party to arrive at the scene of an incident shall assume incident command;
- b. In the event that a Responding Party is the first fire department to arrive at the scene of an incident, the Responding Party will assume incident command until such time as the Requesting Party's fire department arrives and is ready to assume incident command;
- c. The Requesting Party shall have incident command over all incidents which occur within its geographic boundaries, provided that the Requesting Party's fire department is in attendance and does not relinquish incident command;
- d. Commands and requests of an incident commander shall be communicated in accordance with the command structure of the department to whom the commands or requests are directed;

11. In providing Assistance, a Responding Party shall not be required to provide Equipment which is not owned by the Responding Party, or employees or volunteers who are not employed or usually utilized by the Responding Party.



12. It is acknowledged and agreed by the parties hereto that a Responding Party providing Assistance pursuant to this Agreement shall be entitled to bill or charge the Requesting Party for Equipment or services, or for the Assistance, being provided. However, each party to this Agreement agrees that they will, and hereby does, indemnify and save harmless any Responding Party from which they request Assistance, in accordance with the terms and provisions of this Agreement.

A rate schedule for the purposes of billing is provided in Appendix B of the document.

13. A Requesting Party to this Agreement shall and hereby does indemnify and save harmless a Responding Party who provides Assistance to that Requesting Party from and against all Claims, of every nature and kind whatsoever including Claims arising from damaged property, or injury to persons, which arise out of, or are in anyway attributable to the provision of Assistance, except those Claims which are due to the gross negligence of any employee, volunteer or representative of the Responding Party.
14. A Requesting Party shall, and hereby does, indemnify and save harmless a Responding Party from and against all Claims relating to the injury or death to persons responding to a request for Assistance from that Requesting Party, except where caused by the gross negligence of the Responding Party.
15. Notwithstanding paragraph 10, 11 and 12 of this Agreement, the parties to this Agreement covenant and agree that a Responding Party will not in any way be liable to a Requesting Party for:
  - a. Failure to respond to a request for Assistance, or failure to provide Assistance;
  - b. Failure to respond to a request for Assistance within a certain period of time, or in a timely fashion;
  - c. Consequential, indirect, exemplary or punitive damages;
  - d. Economic loss;
  - e. Any Claims that arise as a result of a party's refusal or inability to provide Assistance;
  - f. Any Claim that arises or results from the manner in which a Responding Party provides or does not provide Assistance, save and except Claims directly arising from the gross negligence of the Responding Party while providing Assistance.
16. The Parties hereto shall, at their own respective cost and expense, maintain in full force and effect during the term of this Agreement, general liability insurance in an amount not less than \$5,000,000.00 per occurrence for personal injury and/or property damage, together with such other insurance that may be agreed to in writing by the parties hereto as being reasonable and obtainable.

17. Nothing in this Agreement, nor any of the acts of any party hereto shall be construed, implied or deemed to create a relationship of agency, partnership, joint venture, or employment as between the parties hereto, or any of them, and none of the parties have the authority to bind any other party to this Agreement to any obligation of any kind.
18. No party may assign this Agreement without the written consent of the other parties hereto.
19. The terms and conditions contained in this Agreement shall extend to and be binding upon the respective successors and permitted assigns of the parties to this Agreement.
20. In this Agreement, the singular shall mean the plural, and the masculine the feminine, and vice versa, as the context of this Agreement may require.
21. This Agreement may be executed in counterparts each of which when so executed shall be deemed to be an original and such counterparts shall constitute one in the same instrument, notwithstanding their date of execution.
22. In the event that any dispute arises pursuant to the terms of this Agreement, or the interpretation thereof, the parties hereto agree that, in the event that such a dispute cannot be resolved by mutual negotiations, they will submit the dispute to a third party arbitrator for a determination of the dispute pursuant to the *Arbitration Act of Alberta*. The costs of the arbitrator will be shared equally between the parties to any such dispute.
23. The parties hereto will notify their fire department officers of this Agreement so that they may become familiar with this Agreement, and its terms.
24. The parties hereto further acknowledge and agree that they will comply with all laws, rules, regulations, and codes applicable to the provision of firefighting services within the Province of Alberta.
25. Each party will provide a list of designated officer (s) including primary and emergency contacts to the party managing information flow.
26. It is the responsibility of each party to update the party managing information flow of adoption or changes in status on or before January 31 of each year. The party managing information flow shall disseminate signatory updates by February 28 of each year.
27. The contacts for information flow management are specified in Appendix D.
28. Signatory parties shall provide an affirmation document of the resolution in council of the adoption of this agreement. The affirmation document should provide a corporate seal and signature of those who have authority to enter into the agreement. The affirmation document shall be attached to the Northwest Emergency Resources Agreement.

**APPENDIX A**

Resource Request Form

Requesting Party; \_\_\_\_\_

Responding Party: \_\_\_\_\_

The Requesting Party formally requests the following resources from the Responding Party for an estimated duration of \_\_\_\_\_ days.

1: \_\_\_\_\_

2: \_\_\_\_\_

3: \_\_\_\_\_

4: \_\_\_\_\_

5: \_\_\_\_\_

6: \_\_\_\_\_

7: \_\_\_\_\_

If further resources are required attach an addition sheet.

A- The Requesting Party agrees that if personnel are to be deployed for greater the 12 (twelve) hours at a distance of greater 150 Km from home base, lodging will be supplied for a minimum of 8 (eight) hour rest period.

B- The Requesting Party agrees to ensure adequate food and lodging are supplied to Responding Party personnel if deployed greater than 24 (twenty four) hours.

C- The Requesting Party agrees to pay the Responding Party at the rates specified in Appendix B.

D- The Responding Party Designated Officer will respond Via E-mail as to what resources can be supplied.

Requesting Party Designated Officer: \_\_\_\_\_ Contact Information:

Signature: \_\_\_\_\_ Cellular Phone: \_\_\_\_\_

Date: \_\_\_\_\_ E-Mail: \_\_\_\_\_

## APPENDIX B

### Rate Schedule

- 1- Mileage – Under One Ton Current CRA Rate FOB To and from event.
- 2- Mileage – One Ton and Over \$00.75 / Km FOB To and from event.
- 3- Lodging – Cost Recovery
- 4- Meals – Breakfast \$20.00 – Lunch \$20.00 – Supper \$ 30.00
- 5- Consumables- Cost Recovery
- 6- Personnel Career – Cost Recovery
- 7- Personnel Volunteer - \$25.00/ Hr. Overtime after 8 (eight) hours at 1.5 X Rate /Day
- 8- Personnel Paid on Call – Cost Recovery
- 9- Damaged Equipment – Cost Recovery of repair or replacement
- 10- Fire Apparatus: Based on 12 Hour Day without staffing
  - i. Type 1 – 2 Engines - \$350.00 / Hr to a Maximum of \$4200.00/Day
  - ii. Type 3 – 5 Engines - \$250.00 / Hr to a Maximum of \$3000.00/Day
  - iii. Type 6 – 7 Engines - \$200.00 / Hr to a Maximum of \$2400.00/Day
  - iv. Tender w/ Rated Pump - \$300.00 / Hr to a Maximum of \$3600.00/Day
  - v. Tender wo/ Rated Pump - \$250.00 / Hr to a Maximum of \$3000.00/Day
  - vi. Ladder - \$350.00 / Hr to a Maximum of \$4000.00/Day
  - vii. ATV – UTV - \$100.00 / Hr to a Maximum of \$1200.00/Day
  - viii. Rescue Heavy - \$350.00 / Hr to a Maximum of \$4200.00/Day
  - ix. Rescue Light - \$200.00 / Hr to a Maximum of \$2400.00/Day
  - x. Squad/Car - \$ 50.00 / Hr to a Maximum of \$ 600.00/Day
  - xi. Sprinkler Trailer - \$400.00 / Day
  - xii. Specialty Apparatus - ie: Hazmat, Responding Party Rate
- 11- Fire Apparatus: Based on 24 Hour Day without staffing
  - i. Command Vehicle - \$100.00 / Hr to a Maximum of \$2400.00/Day
  - ii. Command Center - \$175.00 / Hr to a Maximum of \$4200.00/Day
- 12- Other Vehicles and Construction Equipment – Current Alberta Road Builders Rates
- 13- One Time Administration Fee - \$250.00
- 14- Responding Party will provide backup data for cost recovery items.

**APPENDIX C**

Delegation of Authority

Authority has been assigned to \_\_\_\_\_ act on behalf of the  
Municipality of \_\_\_\_\_,  
to mitigate the \_\_\_\_\_ incident.

You have full authority to (request, employ or command) \_\_\_\_\_  
equipment, personnel required. Your primary responsibility is to organize and direct your  
assigned or ordered resources for efficient and effective control of the incident.

You are accountable to \_\_\_\_\_ or his/her designated  
representative listed below.

Financial limitations will be consistent the best approach to the values at risk. Specific direction  
for this incident covering the management and other concerns are:

- 1: \_\_\_\_\_
- 2: \_\_\_\_\_
- 3: \_\_\_\_\_
- 4: \_\_\_\_\_
- 5: \_\_\_\_\_
- 6: \_\_\_\_\_

\_\_\_\_\_ will represent me on any occasion that I am not immediately  
available. This authority is effective \_\_\_\_\_.

\_\_\_\_\_  
Requesting Designated Officer                      Designated Officer Signature

\_\_\_\_\_  
Date and Time



## **APPENDIX D**

### Information Flow

The **Town of High Level** has agreed to manage the information flow for all agreed parties associated with Northwest Emergency Resource Agreement.

#### **Letters of affirmation can be sent via post or courier to:**

Town of High Level  
Northwest Emergency Resource Agreement  
Attn: Director of Protective Services  
10511 – 103 St.  
High Level AB  
T0H 1Z0

#### **Updates to Status and Designated Officers lists can be sent via post or courier to:**

Town of High Level  
Northwest Emergency Resource Agreement  
Attn: Rodney Schmidt  
10511 – 103 St.  
High Level AB  
T0H 1Z0

#### Alternate Contact Methods;

Fax: 780 926 2899

E-Mail [rschmidt@highlevel.ca](mailto:rschmidt@highlevel.ca)



**TOWN OF HIGH LEVEL  
Request for Decision**

**Issue:** Northwest Alberta Regional Resource Sharing Agreement

**Recommendation:**

That Council approve the Northwest Alberta Regional Resource Agreement in principle.

**CAO Comments:**

**Target Decision Date: January 18, 2016**

**Submitted By: Rodney Schmidt, Director of Protective Services**

**Reviewed By: Adam Clarkson, CAO**

## BACKGROUND

### Overview:

During the 2015 Wildfires, challenges occurred during the process of ordering fire resources for standby fire support in anticipation of a fire impacting the community. As part of the post incident review, a decision was made to draft a resource agreement that would span Northwest Alberta in order to better able to provide quick access to emergency resources during a major event. This agreement was drafted by the Peace Region Fire Chiefs and the draft is being brought forward to Council for discussion in anticipation of it being presented at the Northern Alberta Elected Leaders meeting in February.

### Legislation and Policy:

From the Municipal Government Act:

#### **Providing services in other areas**

54 A municipality may provide any service or thing that it provides in all or part of the municipality

(a) in another municipal authority with the agreement of the other municipal authority, and

(b) in a part of a province or territory adjoining Alberta with the agreement of the authority from that province or territory whose jurisdiction includes the provision of the service or thing in that part of the province or territory. 1994 cM-26.1 s54;1999 c11 s4

### Community Sustainability Plan and MDP Implications:

From the CSP:

<b>Protective Services</b>	1. To provide an excellent quality of protective services in the community and region.	1a. Attract and retain protective services staff (fire and enforcement). 1b. Investigate and/or incorporate programs or initiatives that will enhance services provided by protective services. 1c. Continue to develop and promote a regional emergency services training facility.
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From the MDP:

17.2.3 The Town should collaborate with regional partners such as Mackenzie County, the Dene Tha', and the Town of Rainbow Lake to develop regional servicing solutions for water, waste, and mobility infrastructure, protective and emergency services, social services, economic development and natural area protection.

### **Financial:**

This decision does not have a current financial impact. It will however, impact how we bill for and ultimately pay for emergency resources as either a responder or a receiver of assistance. This agreement provides a fess schedule that signatories would agree to based on type of equipment being provided as well as the hours for personnel.

Because this is an agreement with other municipalities, there would not be a requirement to alter the fees bylaw.

### **Organizational:**

This will have a positive effect on the organization during the management of a major emergency. This agreement allows for delegations of authority to authorize other persons or organizations to order resources on our behalf. It also provides a resource list for ordering equipment and people resources.

The agreement also sets the stage for eventual IMT use. This agreement along with the delegation of authority in the agreement allows for activation of IMT resources using the agreement. The Town could sign off the delegation to the IMT leader and they could activate the team on our behalf.

### **Comments:**

During the 2015 Wildfires, challenges occurred during the process of ordering fire resources for standby fire support in anticipation of a fire impacting the community. As part of the post incident review, a decision was made to draft a resource agreement that would span Northwest Alberta in order to better able to provide quick access to emergency resources during a major event. This agreement was drafted by the Peace Region Fire Chiefs and the draft is being brought forward to Council for discussion in anticipation of it being presented at the Northern Alberta Elected Leaders meeting in February.

The purpose of the agreement is not to replace any mutual aid agreements. There is a clause in the agreement that states if an existing agreement is in place that agreement would take precedence. (ie: our agreement with the County and Rainbow Lake.)

The agreement itself follows the format of a standard mutual aid agreement. The main differences are that there are several signatories. It lays out how assistance can be requested, who is charge of an incident as well as expectations of the requesting agency in terms of indemnification, liability etc.

There is a resource ordering form that is set up as a “fill in the blank form” to aid in quick ordering. During the wildfires, much time was spent in typing official letters of request for resources, confirming costs etc. this process will simplify it greatly.

The delegation of authority form itself outlines conditions for response such as lodging, food, and rates. It allows for the requesting agency to delegate the authority to someone else to order equipment or to use as a delegation for incoming resources to operate under certain conditions.

Appendix B outlines the rates that each signatory would be able to charge under the agreement. These rates were suggested as a “fair cost” that is less than highway call rates. Manpower would be based as cost recovery and equipment other than fire equipment would be billed as per construction rates.

Overall, the agreement provides a vehicle for the region to efficiently assist each other in times of a major emergency. It also allows for the effective request of resources while reminding requesting agencies of specifics when making requests. This will hopefully prevent future calls of “just sending fire trucks”.

It is planned to take this to the NAEL meeting in February for feedback from elected leaders.

#### **Alternatives:**

1. That Council approve the Northwest Alberta Regional Resource Agreement in principle.
2. That Council approve the Northwest Alberta Regional Resource Agreement in principle with amendments
3. That Council reject the Northwest Alberta Regional Resource Agreement in principle.

#### **Recommended Alternative:**

That Council approve the Northwest Alberta Regional Resource Agreement in principle.

#### **Reports/Documents:**

Proposed agreement



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>DEVELOPMENT APPEAL BOARD</b>
File:	61-02-02

### DESCRIPTION:

Council is presented with the Notice of Decision of the Development Appeal Board hearing that was held on March 21, 2016 for a scrap metal business on part of NW 17-85-5-W6M. The Decision includes rescinding Development Permit W51-15 for the scrap metal business and:

- The County covering the costs to rezone the 10 acre parcel back to Agricultural District 1 from Rural Industrial;
- Recommending Council revise the advertising procedures for land use bylaw amendments, such as rezoning, to include notification of landowners within a five mile radius by registered mail, and
- Recommending Council investigate bonding for businesses that may require reclamation at some point in the future.

### OPTIONS:

1. Motion to proceed with rezoning
2. Direction to amend advertising procedures or not
3. Direction to investigate bonding for businesses at the time of development

### ATTACHMENTS:

- Notice of Decision and minutes of the Development Appeal Board Hearing

### RECOMMENDED ACTION: (Multiple Motions)

RESOLUTION by to proceed with rezoning that part of NW 17-85-5-W6M that was zoned Rural Industrial (RM) by Bylaw 202-16 back to Agricultural District 1 (AG1).

RESOLUTION by to revise the advertising procedures for land use bylaw amendments, such as rezoning, to include notification of landowners within a five mile radius by registered mail.

RESOLUTION by to direct administration to investigate bonding for businesses that may require reclamation at some point in the future, as part of the development permit process, and bring that information to a future meeting.

Initials show support - Reviewed by:

Manager:

*ABj*

CAO:

*AB*



## CLEAR HILLS COUNTY

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File No. 61-02-02

March 24, 2016

Clear Hills County Council

Dear Reeve and Council Members:

**Subject: Development Appeal Board hearing March 21, 2016**

This letter is notice of the decision reached after the development appeal hearing held on March 21, 2016 regarding Development Permit W51-15 for a scrap metal business on part of NW 17-85-5-W6M.

The Development Appeal Board made the following Decision:

**DAB 07-16 RESOLUTION by Member Fletcher that the Development Appeal Board upholds the appeals on Development Permit W51-15; and hereby RESCIND Development Permit W51-15 for a scrap metal business on a part of NW 17-85-5-W6M due to the adverse effect on residential and land value in the vicinity of the proposed development, and the negative impact on the ability of adjacent landowners to enjoy their properties due to potential noise pollution:**

- Direct Clear Hills County to cover the costs of rezoning the 10 acre area on NW 17-85-5-W6M from Rural Industrial (RM) back to Agricultural District 1 (AG1), and
  - Recommend that Clear Hills County Council review advertising procedures for Bylaws amending the Land Use Bylaw and in addition to the legislated requirements of the Municipal Government Act include notification of landowners within a five mile radius by registered mail, and
  - Recommend that Clear Hills County Council consider including bonding requirements in the Land Use Bylaw for discretionary uses that may require reclamation at some point in the future.
- CARRIED.**

Reasons for the decision are noted below, and a copy of the minutes of the hearing is attached.

1. The Board is satisfied that with the number of residential sites near the proposed scrap metal yard and concerns over how property values will be negatively impacted when the sights and sounds of industrial uses are comingled with these existing residential and agricultural uses, which were there first, are a legitimate concern.
2. The Canadian Bill of Rights (1960) protects a right to the "enjoyment of property, and the right not to be deprived thereof except by due process of law." The Alberta Bill of Rights (1972) protects "the right of the individual to liberty, security of the person and enjoyment of property and the right not to be deprived thereof except by due process of law" The Board is satisfied that introduction of a scrap metal business with the traditional sounds

and sites of a scrap metal business adjacent to residential properties would infringe on this right.

3. The Board upheld the Applicants request that the County cover the costs of rezoning the 10 acre area back to Agricultural District 1 (AG1) from Rural Industrial (RM) to save a tax burden on a the landowner with the scrap metal business not being developed, as Industrial zoned land is taxed at a higher rate than agricultural zoned land.
4. The Board considered the request to expand notification of land use bylaw amendments, such as rezoning bylaws as reasonable and not a financial burden and is recommending that the County Council amend the advertising procedures to include notification of landowners within a five mile radius by registered mail. The Clear Hills County council is required to meet the advertising requirements set out in the Municipal Government Act, for bylaws this is set out in Section 230 and 606, and have the authority to exceed these advertising requirements.
5. The Board considered the concept of bonding requirements for discretionary uses that may require reclamation at some point in the future to merit further investigation, whether the County choses to implement such a step or not, and have recommended that the County Council investigate bonding of this nature.

Yours truly,

  
Audrey Bjorklund  
Development Appeal Board Secretary

Enclosure

**MINUTES OF  
CLEAR HILLS COUNTY  
DEVELOPMENT APPEAL BOARD HEARING  
HELD IN THE WORSLEY COUNCIL CHAMBERS**

**MONDAY March 21, 2016 AT 10:00 A.M.**

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PRESENT	Brian Harcourt	Chair, Member at Large
	Baldur Ruecker	Vice Chair, Member at Large
	Dan Fletcher	Council Representative
	Jason Ruecker	Council Representative
IN ATTENDANCE	Allan Rowe	Chief Administrative Officer
	Dallas Logan	Development Officer
	Audrey Bjorklund	Secretary
	Johan Braun	Applicant
	Curt Hale (Maverick Livestock Company Ltd)	Appellant 2
	Todd Sadlier	Appellant 3
	Terrie Wayland	Appellant 4
	Cornelius Schmidt	Appellant 5
	Roy and Marj Budgell	Appellant 6
	Will Wayland	
	Glen Hoover	
IN REGRETS	Isaak and Susan Enns	Appellant 1
	Daryl King	Land Owner

CALL TO ORDER Chair Harcourt called the hearing to order at 10:00 a.m.

The Chair asked the appellants if they have any objections to the Board members present hearing this appeal. Yes No

The Chair read the Order of Presentation:

- 1) Secretary announces the Appeal;
- 2) Applicant's presentation;
- 3) Questions from the Board
- 4) Development Authority's presentation;
- 5) Questions from the Board;
- 6) Appellant's presentation;
- 7) Questions from the Board
- 8) Hearing to be recessed for a few minutes;
- 9) Any further questions from the Board of the Applicant, the Development Authority or the Appellant;
- 10) Applicant's closing comments
- 11) Development Authority's closing comments;
- 12) Appellant's closing comments;

Secretary Bjorklund announced the Appeal:

This appeal was filed by Isaak and Susan Enns, Maverick Livestock Company Ltd., Todd and Edith Sadlier, Terrie Wayland, Cornelius Schmidt, Roy and Marj Budgell and received by the

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Development Appeal Board in relation to Development Permit W51-15, which grants conditional approval for a scrap metal business on a part of NW 17-85-5-W6M.

HEARING:  
Development  
Permit W51-05

APPLICANT

The Chair invited the Applicant, Johan Braun to make his presentation. Johan Braun spoke about wanting to set up a scrap metal yard and his plans to screen the site with an 8 foot high board fence for site protection, and noise reduction. He is required to following environmental rules for storage of the metal and to prevent spills. His goal is to have a business that will provide employment in the community and the benefit that will bring to the community.

Questions

Questions on number of employees and reasons for site selection. At the start 2 or 3 employees with the plan to expand until there are 6 or more. The location was chosen to be in the middle of the community, central for gathering up scrap, close to the highway. Also have arrangements with the nearby Hutterite Colony to use their truck scale if necessary. Best location.

Questions about where the scrap would be coming from as he doesn't have a contract to remove scrap from the transfer sites. Metal at the transfer sites is contracted to a company from Fort St. John, so the scrap would be hauled from other locations.

Questions about the steps for considering the site in regards to environmental considerations such as the water run off when selecting the site and if these were decision points in selecting this site. Point of view is that this is a good solid area and following environmental rules would address the water concerns.

Questions about the business hours being considered. On average the plan is to work from morning until supper time, occasionally there might be unloading or loading in the evening.

DEVELOPMENT  
AUTHORITY

The Board heard from the Development Officer Dallas Logan as the Development Authority with regards to the appeal on Application W51-15.

Development Officer Logan presented that the application was received from Johan Braun on November 5, 2016 and the Municipal Planning Commission directed that as the scrap metal wasn't a permitted or discretionary use on Agricultural 1 zoned land it would have to be rezoned to Rural Industrial. This was completed in February 2016. At that time the development permit application was taken back to the Municipal Planning

Commission, and following up on an appeal to the subdivision additional conditions were added to the Notice of Decision by the Municipal Planning Commission.

Questions:

Did anyone physically inspect the property? Pictures were taken and shared with the Municipal Planning Commission and Council. Member Fletcher does not believe that any of the Council physically visited the site prior to the rezoning.

APPELLANTS

The Chair invited the Appellants to make their presentations.

1. Isaak & Susan Enns were not in attendance.
2. Curtis Hale with Maverick Livestock Company Ltd, presented his concern with the notification process for rezoning of property. His concerns are with the water run that goes through the property and contamination concerns with a scrap metal business on top of it. Also the effect of the land value for surrounding properties. He doesn't live by it, but is concerned that the noise will affect those that live closer. Not anti-business but do need to consider location and surrounding land owners. Also should the business fail and there is a collection of scrap left how will that be cleaned up, and will it fall to the tax payer to cover the cost. Feels there should be a Bond in case of business failure. Number 1 concern is water and the people and livestock downstream. Number 2 concern is the cost of cleanup if something were to go wrong or the business fail.
3. Todd Sadlier presented his concerns of reduced land value as he owns the land on both sides and is most directly affected. The water run-off concerns are beyond his property as the water run on the proposed site drains his and another adjacent landowner's property. Doesn't want to live across the road from a scrap metal business with large piles of scrap and the resulting noise. Was considering a new residence directly across the fence from the proposed site, but if this scrap metal goes forward that will be the end of that plan. Concern that the 5 miles radius notifying of the proposed rezoning wasn't done, and should have been. Feels that the rezoning and permit approval were done without proper procedure and without taking into consideration the concerns of landowners. Used the example of what oil companies are held to, which is mandatory to notify those within five or more miles. Councillor Frixel had made a couple of the adjacent landowners aware a few days before the hearing, so not enough time to develop our thoughts around the situation.
4. Terri Wayland presented that her concern is with the willow draw that drains water from through the site, filling dugouts, at the Budget's and then their property, before carrying on to the Mongtagneuse and finally the Peace River. Not only do residents and livestock rely on the water supply, also wildlife including an established elk herd to the south. Has to be



better control on who is going to make sure that the applicant is going to follow the rules. There are not enough environmental assessors so there is no guarantee that the Applicant will be held to do everything right. After something does happen it's too late. Concerned that there should have been an environmental assessment of the water run off before the development got to this stage. Also concerned that the Applicant is not the landowner. It was noted by the Chief Administrative Officer Rowe that one of the conditions is that the landowner and developer will enter into an agreement with the municipality for reclamation and other matters if the use as a scrap yard was to cease.

5. Cornelius Schmidt presented that his concerns are with the noise, land value, runoff water (his land is right next to this property). Considering building on the ½ section west of the site and concerned with the potential negative impacts from a scrap metal yard so close.
6. Roy and Marj Budgell presented their concerns with potential contamination of surface water because of the scrap metal business and taking vehicles apart, and the unsightliness of the piles of scrap. Wondering if there is a requirement for tests for fish bearing waters because it does drain to the Peace River, and fills their dugout, which is used for drinking water. Also the land value. Feel the location is not suitable as it is a low area that drains water from surrounding lands. There is a condition for an agreement, concerned what happens after years and the landowner wants to let the land go back to the County due to rehabilitation costs, how is the taxpayer protected from these costs.

Chair Harcourt recessed the hearing at 10:44 a.m.

Chair Harcourt reconvened the hearing at 10:50 a.m.

Questions: Can there be a bond required by the Applicant to cover any costs that might arise?

Council and MPC have not requested a bond be attached as a condition. The municipality can respond to complaints of an unsightly premises and have a site cleaned up.

Questions: Around the viability of a scrap metal business in the current economy and concerns on how long and how much scrap might be stored at the site. The Applicant indicated he did have a vendor to sell the product to.

Questions: Around the additional conditions and permits required to operate a scrap metal business. ERCB holds lease applications to different standards, and these should be followed locally too (ie 100 meters from a water run, notification to landowners 5 or more miles away). Also reiteration that rezoning of lands should be more widely circulated as many people do not regularly purchase

or subscribe to the local newspaper, The Fairview Post; also many do not use social media.

APPLICANT:

The Applicant inquired if the development does get turned down by the Development Appeal Board would they consider a condition that the county cover the costs of rezoning the property back to Agricultural District 1.

DEVELOPMENT  
AUTHORITY

To clarify on some of the questions around the Development Permit Approval process and conditions the Chief Administrative Office and Development Officer presented that the Municipal Planning Commission approve or deny based on information given to us and in compliance with the Land Use Bylaw and Municipal Government Act. No development can occur until all conditions set out in the Notice of Decision have been met. As items such as water are not under municipal jurisdiction the conditions that other provincial and federal regulation be followed is also included. Rezoning is currently required first, then the development permit is considered.

The Chair requested any additional questions or comments from the Applicant, those for the development, the Development Authority, the Appellants and those opposed to the development.

No further discussion.

The Chair as if those present felt that they had received a fair and impartial hearing.

Majority confirmed yes.

Two indicated they had received a fair and impartial hearing and still had questions that needed to be answered.

Chair Harcourt thanked those that attended and informed that the Board would now recess briefly and then reconvene In-Camera to make their decision.

The Applicant and Appellants will be notified of the Board's decision in writing within 15 days.

Chair Harcourt recessed the hearing at 11:16 a.m.

Chair Harcourt reconvened the hearing at 11:33 a.m.

DAB 05-16

**RESOLUTION by Councillor Ruecker to go in camera at  
11:33 a.m. CARRIED.**

Councillor Ruecker left the meeting at 12:00 p.m.

DAB 06-16

**RESOLUTION by Councillor Fletcher to come out of camera  
12:11 a.m. CARRIED.**

DECISION

DAB 07-16

**RESOLUTION** by Member Fletcher that the Development Appeal Board upholds the appeals on Development Permit W51-15; and hereby **RESCIND** Development Permit W51-15 for a scrap metal business on a part of NW 17-85-5-W6M due to the adverse effect on residential and land value in the vicinity of the proposed development, and the negative impact on the ability of adjacent landowners to enjoy their properties due to potential noise pollution:

- Direct Clear Hills County cover the costs of rezoning the 10 acre area on NW 17-85-5-W6M from Rural Industrial (RM) back to Agricultural District 1 (AG1), and
- Recommend that Clear Hills County Council review advertising procedures for Bylaws amending the Land Use Bylaw and in addition to the legislated requirements of the Municipal Government Act include notification of landowners within a five mile radius by registered mail, and
- Recommend that Clear Hills County Council consider including bonding requirements in the Land Use Bylaw for discretionary uses that may require reclamation at some point in the future.

**CARRIED.**

ADJOURNMENT

Chair Harcourt adjourned the hearing at 12:12 p.m.

\_\_\_\_\_  
DATE SIGNED

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
DATE SIGNED

\_\_\_\_\_  
SECRETARY

# Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>Rental Equipment Rates – Hand Post Hole Auger</b>
File:	63-10-02

## DESCRIPTION:

A Hand Post Hole Auger has been purchased by the Agricultural Service Board as a rental equipment item, and Council is requested to set the deposit and rental rates for this item.

## BACKGROUND:

The ASB typically makes rental equipment rate recommendations to Council, as their next scheduled meeting isn't until May and there have already been rental booking inquiries for this unit this is being brought to Council to set the rates to expedite rental access to this unit.

Rates are being recommended in line with other rental fleet items that are similar in cost and maintenance requirements.

## BUDGET:

2016 Operating Budget \$1500      Final purchase price \$900

Recommended rates:

Deposit \$50

Rental rates per day: Standard \$25    Commercial \$50    Community Organizations – first 3 days free then standard rates apply

## OPTIONS:

Increase/decrease recommended rates.

## RECOMMENDED ACTION:

**RESOLUTION** by      that the rental rates for the Hand Post Hole Auger be set at a deposit of \$50.00 with daily rental rates of: Standard \$25    Commercial \$50    Community Organizations – first 3 days free then standard rates apply; and that a revised Schedule of Fees Bylaw be prepared for the next Council meeting.

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

*ABj*

**CAO:**

*de*

# Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>Rental Equipment Rates – Wire Roller</b>
File:	63-10-02

## DESCRIPTION:

A tractor hitch mount style wire roller has been purchased by the Agricultural Service Board as a Rental Equipment item, and Council is requested to set the deposit and rental rate for this item.

## BACKGROUND:

The ASB typically makes rental equipment rate recommendations to Council, as their next scheduled meeting isn't until May and there have already been rental booking inquiries for this unit this is being brought to Council to set the rates to expedite rental access to this unit.

Rates are being recommended in line with other rental fleet items that are similar in cost and maintenance requirements.

## BUDGET:

2016 Operating Budget \$1,900      Final purchase price \$1,625

Recommended rates:

Deposit \$50

Rental rates per day: Standard \$25    Commercial \$50    Community Organizations – first 3 days free then standard rates apply

## OPTIONS:

Increase/decrease recommended rates.

## RECOMMENDED ACTION:

**RESOLUTION** by      that the rental rates for the Wire Roller be set at a deposit of \$50.00 with daily rental rates of: Standard \$25    Commercial \$50    Community Organizations – first 3 days free then standard rates apply; and that a revised Schedule of Fees Bylaw be prepared for the next Council meeting.

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

*ABj*

**CAO:**

*ABj*

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, CLGM Community Development Manager
Title:	<b>Tradeshow Review</b>
File:	63-10-30

### DESCRIPTION:

The 22<sup>nd</sup> Annual Clear Hills County Agricultural Tradeshow was held on Saturday April 9, 2016; and Council is requested to provide feedback to assist with planning for the 2017 Tradeshow.

### BACKGROUND:

### BUDGET:

### ATTACHMENTS:

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ to accept for information the discussion and feedback on the 22<sup>nd</sup> Annual Clear Hills County Agricultural Tradeshow that was held on Saturday April 9, 2016 and planning suggestions for the 2017 Tradeshow.

Initials show support - Reviewed by:

Manager:

*Abj*

CAO:

*de*



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, CLGM Community Development Manager
Title:	<b>RECREATION BOARDS OPERATING GRANT</b>
File:	71-10-02

### DESCRIPTION:

Council is presented with the 2016 Recreation Boards Operating Grant disbursement information for consideration.

### BACKGROUND:

Council may wish to consider adding points for the following for future years:

- Splash park
- Skate board park
- Moto cross track/ Off Highway Vehicle (OHV) park
- Horse shoe pits
- Walking trail/nature trail (not part of a sidewalk system)

Significant changes in points – Hines Creek: minus 7000 due to closing of Curling Rink  
Cleardale additional 2800 due to additional camping stalls & picnic areas

Policy 7001 – Operational Grant for Recreation Boards, Clear Hills County shall provide operating funds to County Recreation Boards. The policy requires the Recreation Boards to submit an audited financial statement, proposed budget, Master plan (or long range facilities plan), facilities list, and list of board of directors by March each year to qualify for and receive the annual grant. The funds are distributed based on the points set out in the policy.

BUDGET: \$250,000

### ATTACHMENTS:

- Attached is the 2015 Recreation Board Point Distribution Summary.
- Policy 7001 – Operational Grant for Recreation Boards.

### RECOMMENDED ACTION:

That Council approve the 2015 Recreation Board Operating Grants as follows:

Burnt River Recreation Board:	\$ 17,231
Hines Creek & District Recreation Board	\$ 82,769
Worsley Recreation Board	\$ 74,769
Cleardale Recreation Board	\$ 47,846
Cherry Canyon Recreation Board	\$ 27,385

**Initials show support - Reviewed by:**

**Manager:**

*Abj*

**CAO:**

*[Signature]*

**CLEAR HILLS COUNTY  
2016  
OPERATIONAL GRANT FOR RECREATION BOARDS**

	<u>Points</u>	<u>Dollars</u>
<b>BURNT RIVER RECREATION BOARD</b>		
AUTOMATIC ADDITIONAL POINTS (Policy 7001 3.2)	2,000	\$ 6,154
David Thompson Bible Camp (semi-private)	500	\$ 1,538
Community Hall	2,000	\$ 6,154
Campground (1-14 stalls)	400	\$ 1,231
Ball Diamond	100	\$ 308
Playground (2)	200	\$ 615
Craft Room	100	\$ 308
Picnic Ground	100	\$ 308
Camp Shelter (2)	200	\$ 615
	<hr/>	<hr/>
Points	5,600	\$ 17,231

<b>HINES CREEK AND DISTRICT RECREATION BOARD</b>		
George Lake Recreation Area	1000	\$ 3,077
Cross Country ski trail (maintained)	100	\$ 308
Hines Creek Golf Course and Country Club	1200	\$ 3,692
Golf Course Campground	400	\$ 1,231
Minor Use Hall - Club House	100	\$ 308
Ball Diamond (1-Royce, 1 George Lake, 2 HC)	400	\$ 1,231
Carter Camp	1000	\$ 3,077
Tennis Court	100	\$ 308
Arena Artificial Ice	16000	\$ 49,231
Arts & Crafts Room	100	\$ 308
Museums/Historical Sites	100	\$ 308
Hall, Minor Use (Seniors Drop In Centre)	100	\$ 308
Playgrounds 2-HC 1 G.Lake 2 C Camp 1 Museum	600	\$ 1,846
Community Library	1200	\$ 3,692
Gymnasium	1000	\$ 3,077
Fitness Centre	1000	\$ 3,077
Out Door Basketball Court	100	\$ 308
Community Room & Kitchenette	100	\$ 308
Community Hall	2000	\$ 6,154
Picnic Grounds (museum, playgrnd, E.cabin)	300	\$ 923
	<hr/>	<hr/>
Points	26,900	\$ 82,769

<b>WORSLEY RECREATION BOARD</b>		
Skating Rink (natural ice)	1,500	\$ 4,615
Ball Diamond (3) (ER & Worsley & C.P.)	300	\$ 923
Playgrounds (4) (Wrsly 2, ER & Clr Pr)	400	\$ 1,231
Gymnasium	1,000	\$ 3,077
Outdoor Basketball Court	100	\$ 308
Community Hall (Seniors Club)	2,000	\$ 6,154
Community Room & Kitchen (School)	2,000	\$ 6,154
Camp Grounds		\$ -
Many Islands	1,000	\$ 3,077
Running Lake	1,000	\$ 3,077
Worsley	400	\$ 1,231
picnic Ground (Clear Prairie & Worsley)	200	\$ 615
Eureka River Community Hall	2,000	\$ 6,154
Eureka River Rodeo Grounds	1,500	\$ 4,615
Swimming Pool (semi-private)	1,500	\$ 4,615

JFW Camp Shelter	100	\$	308
Ski Hill	6,000	\$	18,462
Worsley Museum	100	\$	308
Hall, Minor Use (Marina School)	100	\$	308
Community Room (minor use)2(fire hall & nurse station)	200	\$	615
Fitness Centre	200	\$	615
Community Library	1,200	\$	3,692
CHAMPS riding arena grounds (same points as Rodeo)	1,500	\$	4,615
Points	<u>24,300</u>	<u>\$</u>	<u>74,769</u>

**CLEARDALE RECREATION BOARD**

AUTOMATIC ADDITIONAL FUNDS (Policy 7001 3.3)		\$	10,000
Skating Rink (outdoor, heated change room)	1,000	\$	3,077
Campgrounds			
Clear River 15+ stalls	1,000	\$	3,077
OHV park 15+ stalls	1,000	\$	3,077
Golf Course 1-14 stalls	400	\$	1,231
Rodeo Grounds 1-14 stalls	400	\$	1,231
Gymnasium	1,000	\$	3,077
Golf Course (sand greens) & picnic area	800	\$	2,462
Rodeo Grounds & picnic area	1,600	\$	4,923
Community Room / Kitchen	2,000	\$	6,154
OHV park (20 camping stalls & picnic area)	1,100	\$	3,385
2 Ball diamonds & picnic area	300	\$	923
Playground (OHV park, Clear River, Cleardale)	300	\$	923
Tennis Court	100	\$	308
Outdoor Basket ball court	100	\$	308
Community Library	1,200	\$	3,692
Points	<u>12,300</u>	<u>\$</u>	<u>47,846</u>

**CHERRY CANYON REREATION BOARD**

Community Room / Kitchen	2,000	\$	6,154
Gymnasium	1,000	\$	3,077
Fitness centre	200	\$	615
Community Hall/Kitchen (Cherry Point)	2,000	\$	6,154
Moms& Tots playroom	100	\$	308
Curling Rink/Skating rink	500	\$	1,538
Playground (2 School & Hall)	200	\$	615
Picnic Area (no camp stalls) 3 church, hall, school	300	\$	923
Ball Diamonds (3)	300	\$	923
Soccer Field w goal posts (same points as ball diamonds)	100	\$	308
Community Library	1,200	\$	3,692
Campground (Ole's Lake) - w/dock	1,000		3,077
Points	<u>8,900</u>	<u>\$</u>	<u>27,385</u>

TOTAL POINTS	<u>78,000</u>	<u>\$</u>	<u>250,000.00</u>
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TOTAL BUDGET	\$	250,000.00
Less Cleardale \$10,000	\$	10,000.00
		240,000

Funding per point	<u>\$</u>	<u>3.08</u>
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# Clear Hills County

Effective Date: <b>February 11, 2014</b>	Policy Number: <b>7001</b>
Title: <b>OPERATIONAL GRANT FOR RECREATION BOARDS</b>	

## **1. Policy Statement**

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

## **2. Responsibilities**

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

## **3. Funding Based on:**

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

**4. Funding Point System**

- 4.1. Recreation Boards must submit a facilities list and a financial statement by March 31<sup>st</sup> to Clear Hills County in order to receive grant funding.
- 4.2. Each Recreation Board shall have complete discretion as to how they wish to distribute the funds allocated to them.
- 4.3. Funds will not be allocated for provincial recreation facilities.
- 4.4. Facilities must have been active in the past year, to qualify for points.

**5. Funding Distribution Based on Points**

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

Arena (artificial ice)	16,000
Arena (natural ice)	1,500
Bible Camp (semi-private)	500
Outdoor rink	200
Outdoor rink w/heated change rooms, ice cleaning equipment, etc.	1,000
Curling Rink (artificial ice)	1,750 per sheet
Curling Rink (natural ice)	500 per sheet
Community Hall	2,000
Community Hall (Minor Use)	100
Senior's Hall	100
Campground	
1 - 14 stalls	400
15 + stalls	1,000
c/w boat dock or beach regardless of number of stalls	1,000
Swimming Pool	6,000
Swimming Pool, semi-private	1,500
Rodeo Grounds	1,500
Ball Diamond	100
Playground	100
Tennis Court	100
Golf Course (grass greens)	1,200
Golf Course (sand greens)	700

Museum/Historical Site	100
Craft Room	100
Ski Hill	6,000
Picnic Ground (No camp stalls)	100
Gymnasium	1,000
Cross Country Ski Trail	100
Camp Shelter (Not located in a campground)	100
Community Library	1,200
Community Fitness Centre	200

## 6. End of Policy

### ADOPTED

Resolution #C193-02

Date: March 25, 2003

### AMENDED

Resolution #C876-03

Date: November 25, 2003

### AMENDED

Resolution #C241-04

Date: March 23, 2004

### AMENDED

Resolution# C626-04

Date: September 23, 2008

### AMENDED

Resolution #C707-11

Date: August 23, 2011

### AMENDED

Resolution C326-12(05/22/12)

Date: May 22, 2012

### AMENDED

Resolution C060-13(01/22/13)

Date: January 22, 2013

### AMENDED

Resolution C091-14(02/11/14)

Date: February 11, 2014



# Clear Hills County

## Request for Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date	April 12, 2016
Originated By:	Ron Jensen, Public Works Manager
Title:	<b>DUST CONTROL LOCATIONS</b>
File:	32-14-02

DESCRIPTION:

Council is presented with information for dust control application at specific locations within Clear Hills County.

BACKGROUND:

Annually, Council approves locations for dust control applications in front of various community sites. Due to the paving contract that has been awarded, the Worsley Water Treatment Plant application will no longer be required.

<u>Location</u>	<u>Meters</u>
Bear Canyon Hall	400
David Thompson Hall	350
<del>Worsley Water Treatment Plant</del>	<del>300</del>
Clear Prairie Cemetery	200
Cleardale Reinlander Church	250
Old Colony Mennonite Church	250
Cherry Point Cemetery	100
Montagneuse Valley Cemeteries 1, 2 & 3	300

ATTACHMENTS:

BUDGET IMPLICATIONS:

\$77,800.00 allocated in the 2016 operating budget.

RECOMMENDED ACTION:

RESOLUTION by... to approve dust control application at specific locations as presented, within Clear Hills County.

Initials show support - Reviewed by: Manager: *RJ* CAO: *JK*

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	April 12, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>CHIEF ADMINISTRATIVE OFFICER REPORT</b>
File Code:	11-02-02

### CAO REPORT APRIL 12, 2016

1. DMI Woodlands Manager, Stefan Szabo Meeting April 7<sup>th</sup>
2. NPRL Meeting March 31<sup>st</sup>
3. Tom Burton – AAMDC Conference Minister Meetings

### RECOMMENDED ACTION:

**RESOLUTION** by ..... to accept the Chief Administrative Officer's report for April 12, 2016, as presented.

Initials show support - Reviewed by:	Manager:	CAO:	<i>AR</i>
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# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2016
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>CDM REPORT</b>
File:	62-02-02

**DESCRIPTION:**

At this time the Community Development Manager will have an opportunity to report on Community Development topics.

**BACKGROUND:**

**2016 Clear Hills County Farm Family** Two nominations were received, Frykas Farms (David & Lorraine Frykas) were named the 2016 Farm Family by the Agricultural Service Board at the March 18, 2016 ASB meeting.

**Recreation:** Council had requested the Hines Creek Golf and Country Association provide their budget information when they presented their Capital Grant request for completing the clubhouse on March 22, 2016. The requested information is attached.

**Hines Creek Composite School Parking Lot Expansion:** Included in today's Accounts Payable is the invoice for the County's contribution for this project. In motion C328-15 Council had approved a maximum of \$189,799.50, as the project was completed below the projected budget the invoice is for \$143,617.57.

**Pest & Predation Control**

	Year	Total #	Same Time Frame	Total \$
<b>Beavers:</b> to April 1, 2016,	2016	3 tails		90
Budget \$20,000 Policy 3234	2015	658 tails	65	19,740
Started in May	2014	188		5,460
<b>Coyotes:</b> to April 1, 2016,	2016	196		5,880
Budget \$10,000 Policy 6315				
<b>Wolves:</b> to April 1, 2016	2016	59		26,800
Budget: \$30,000 Policy 6307	2015	53 wolves	18	17,150
Rate increase from \$250	2014	58	15	14,150
to \$400 C492-15(10/13/15)	2013	78	46	19,500
	2012	118	63	49,550
	2011	93	38	44,750
Started in July	2010	46	-	22,750

**ATTACHMENTS:**

- Hines Creek Golf and Country Association email and budget information for 2014-2017.
- ASB March 18, 2016 Meeting Minutes

**RECOMMENDED ACTION:**

RESOLUTION by \_\_\_\_\_ to accept the Community Development Manager's report to April 12, 2016 as presented.

<b>Initials show support -</b> Reviewed by:	<b>Manager:</b> <i>ABj</i>	<b>CAO:</b> <i>PC</i>
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## Audrey Bjorklund

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**From:** signlori <signlori@telus.net>  
**Sent:** March-28-16 3:42 PM  
**To:** Audrey Bjorklund  
**Subject:** Hines Creek Golf COurse Budgets for 2015 to 2017 as requested by council  
**Attachments:** Budget for 2015 to 2017 as of march 2016.ods

Hi Audrey

Please forward the Budget to the council as requested at the Council Meeting we attended.

Please find attached our actual Budget for the year 2014-2015, our proposed budgets for the years 2015-2016 and 2016-2017. This outlines our commitment to honor the Grants you have given us, and the Grant you are considering. We will have the clubhouse up and running by May 1 for the season. Our Automatic Irrigation System should be going in the ground either late this fall or early next spring. As well, the two new fairways we have been working on for a few years should be open this year, which will change the length and the look of the course, bring it in line with many other Alberta Courses.

Our long term goals for the next 5 years are to open up 20 new lots, and build a cart shed for those patrons who have a cart but do not want a lot. If we build 20 new lots and a 10 cart barn facility we could bring in an additional \$13,000 per year for operating funds. Our new clubhouse will generate income as it is modern and easier to access. We are looking at renting it out for Christmas parties this year, as well as private events when we are not open for golf season. We are aiming at being as self-sufficient at yearly operating cost as we can. The clubhouse was a huge endeavor and thanks to many faithful members and non-members we are achieving our goal without going into debt.

Thank you for your consideration. If there are any questions or you need clarification on any budget number please call me at 780-835-4274 during the day.

Lori Steinke  
Secretary-Treasurer  
Hines Creek Golf and Country Association

[hinescreekgolf@gmail.com](mailto:hinescreekgolf@gmail.com)

780-494-2217

Hines Creek Golf Club - background to March 22, 2016 Delegation and Capital Grant Request to Finish Club House

	2015 Actual Revenue Nov 1, 2014 – Oct 31, 2015	2016 Budget Revenue Nov 1 2015 – Oct 31, 2016	2017 Budget Revenue Nov 1, 2016 – Oct 31, 2017
Single Memberships	\$11,876.01	\$13,000.00	\$13,000.00
Couples Memberships	\$14,557.49	\$16,000.00	\$16,000.00
Family Memberships	\$2,310.00	\$2,500.00	\$2,500.00
Junior Memberships	\$750.00	\$750.00	\$750.00
Senior Memberships	\$3,969.00	\$4,500.00	\$4,500.00
Green Fees	\$20,260.00	\$21,000.00	\$21,000.00
10 Punch Cards	\$3,666.65	\$4,000.00	\$4,000.00
Bar Sales	\$32,845.90	\$35,000.00	\$35,000.00
Food and Concession	\$29,926.73	\$35,000.00	\$35,000.00
Pro Shop	\$3,662.85	\$5,000.00	\$5,000.00
Skins Tournament	\$16,677.31	\$17,000.00	\$17,000.00
Farmers and Merchants	\$6,104.24	\$6,000.00	\$6,000.00
Oilmans Tournament	\$9,710.71	\$10,000.00	\$10,000.00
Other Tournaments	\$3,068.57	\$4,000.00	\$4,000.00
Cart Rentals	\$11,663.78	\$12,000.00	\$12,000.00
Daily Trail Fees	\$304.76	\$500.00	\$500.00
Yearly Trail Fees	\$4,799.99	\$5,000.00	\$5,000.00
Private Lot Fees	\$21,904.76	\$22,000.00	\$22,000.00
Public Camping Fees	\$1,485.71	\$1,500.00	\$1,500.00
Advertising – Scorecard	\$952.40	\$1,000.00	\$1,000.00
Advertising – Benches	\$295.24	\$1,000.00	\$2,000.00
Advertising – Hole Sponsor	\$990.48	\$1,000.00	\$1,000.00
Advertising – Clubhouse	\$1,900.00	\$2,500.00	\$3,000.00
Int Earned – Bank	\$157.36	\$50.00	\$50.00
Int Earned – Misc	\$56.18	\$0.00	\$0.00
Casino Income	\$0.00	\$0.00	\$30,000.00 Money in November 2016
Donations	\$4,200.00	\$5,000.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00
Old Cart Sales	\$0.00	\$6,000.00	
<b>Total Income</b>	<b>\$208,096.12</b>	<b>\$231,300.00</b>	<b>\$251,800.00</b>

	2015 Expense Actual	2016 Expense Budget	2017 Expense Budget
Membership			
Punch Cards	\$18.29	\$25.00	\$25.00
Bar Expense	\$20,988.11	\$21,000.00	\$21,000.00
Food and Concession	\$24,749.87	\$27,000.00	\$27,000.00
Pro Shop	\$2,594.26	\$2,500.00	\$2,500.00
Skins Tournament	\$10,089.73	\$10,000.00	\$10,000.00
Farmers and Merchants	\$160.46	\$200.00	\$200.00
Olimans Tournament	\$870.30	\$900.00	\$900.00
Other Tournaments	\$125.48	\$100.00	\$100.00

	2015 Actual Revenue Nov 1, 2014 – Oct 31, 2015	2016 Budget Revenue Nov 1 2015 – Oct 31, 2016	2017 Budget Revenue Nov 1, 2016 – Oct 31, 2017
Cart Rental	\$78.66		
Cart Repairs Maint etc	\$252.78		
Cart acquisition	\$0.00	\$4,800.00	\$4,800.00
Trail Expense	\$60.00	\$400.00	\$400.00
Advertising Scorecards	\$122.50	\$150.00	\$150.00
Clubhouse Advertising	\$78.00	\$100.00	\$100.00
Bench Advertising	\$0.00	\$1,200.00	\$1,200.00
Advertising-Holoe Sponsor	\$0.00	\$100.00	\$100.00
Freight ( General )	\$69.91	\$100.00	\$100.00
Casino Costs- Rooms		\$1,000.00	\$1,000.00
New Clubhouse( inside and outside spring work)	\$80,000.00	\$80,000.00	x
Clubhouse Payroll	\$81,101.36	\$50,000.00	\$55,000.00
Grounds Payroll	\$11,204.70	\$32,000.00	\$35,000.00
CPP WCB EI	\$7,220.40	\$7,000.00	\$8,500.00
Clubhouse Expense	\$7,623.49	\$8,500.00	\$9,000.00
( Power-Gas-Phone etc )			
Trailer Rental ( used as Clubhouse )	\$11,000.00	\$0.00	\$0.00
Grounds Expense (Gas, Power Phone Etc)	\$6,471.43	\$7,000.00	\$7,500.00
Tractor Repair	\$2,996.63	\$500.00	\$500.00
Gators Etc	\$109.00	\$150.00	\$150.00
Top Dresser	\$0.00	\$0.00	\$0.00
Misc Repairs	\$174.79	\$200.00	\$200.00
Major Tools	\$0.00	\$0.00	\$0.00
Minor Tools	\$927.92	\$500.00	\$500.00
Fuel and Oil	\$2,927.40	\$1,000.00	\$1,000.00
Freight	\$589.61	\$400.00	\$200.00
Auto Irrigation	\$0.00	\$0.00	\$50,000.00
Irrigation Sprinkler	\$210.22	\$200.00	\$0.00
Monarch Pump	\$0.00	\$0.00	\$0.00
Pumps – Water	\$583.70	\$500.00	\$200.00
Grass Seed /Chemicals	\$2,417.94	\$1,800.00	\$1,800.00
Misc Fairway Expense	\$599.16	\$500.00	\$200.00
Sand and Gravel	\$840.00	\$1,000.00	\$1,000.00
Misc Grounds Exp	\$748.44	\$800.00	\$800.00
Accounting and Legal	\$0.00	\$0.00	\$0.00
Advertising/Promotions	\$1,406.92	\$500.00	\$500.00
Bad Debts	<b>-\$0.01</b>	\$0.00	\$0.00
Bus Lisc/fees	\$200.00	\$100.00	\$100.00
Cash over short	<b>-\$70.94</b>	\$0.00	\$0.00
Courier/postage	\$60.47	\$100.00	\$100.00
Debit Machine fees	\$241.15	\$300.00	\$350.00
Insurance	\$5,791.42	\$8,500.00	\$8,500.00
Loan Interest ( Ag Society )	\$400.00	\$400.00	\$400.00
Int and Bank Fees	\$909.05	\$1,000.00	\$1,000.00
Office Supplies	\$2,023.83	\$250.00	\$250.00
Meeting Room Expenses	\$135.71	\$150.00	\$0.00
Misc Expense	\$10.95	\$100.00	\$100.00
Repair and Maint	\$125.71	\$150.00	\$150.00



Sheet1

	2015 Actual Revenue Nov 1, 2014 – Oct 31, 2015	2016 Budget Revenue Nov 1 2015 – Oct 31, 2016	2017 Budget Revenue Nov 1, 2016 – Oct 31, 2017
Visa Commissions	\$870.04	\$900.00	\$950.00

<b>Total Expense</b>	<b>\$290,108.84</b>	<b>\$274,075.00</b>	<b>\$253,525.00</b>
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<b>Net Income</b>	<b>-\$82,012.72</b>	<b>-\$42,775.00</b>	<b>-\$1,725.00</b>
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x

Funds available	As of October 31, 2014	As of October 31, 2015	As of Oct 2016 Projected	Funds Available
-----------------	------------------------	------------------------	--------------------------	-----------------

General Account	\$69,000.00	\$3,081.00	\$5,000.00	
Savings ( Irrigation)	\$0.00	\$0.00	\$10,000.00	
Savings ( Land )	\$0.00	\$4,000.00	\$4,000.00	
Savings Playground	\$0.00	\$0.00	\$0.00	
General Savings	\$10,000.00	\$9,220.28	\$0.00	

x

x

**Pending Grant**

Clear Hills County	\$25,000.00	x	
--------------------	-------------	---	--

**Pending Grant**

Rec Board	\$5,000.00		
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	As of October 2015	As of October 2016	As of October 2017
Total Income after above	\$3,000.00	\$5,000.00	\$17,000.00

In Savings to Date

Savings ( Irrigation)	\$10,000.00	\$10,000.00	0
Savings ( Land )	\$7,545.27	\$7,545.27	0
Savings Playground	\$5,449.74	\$5,449.74	5449.74
Casino Savings	\$18.56	\$18.56	\$18.56

**MINUTES OF CLEAR HILLS COUNTY  
AGRICULTURAL SERVICE BOARD MEETING  
COUNCIL CHAMBERS, Worsley, Alberta  
March 18, 2016**

PRESENT

Brian Harcourt	Chair
Leslie Davis	Member
Stan Logan	Member
Charlie Johnson	Council Representative
Mackay Ross	Member
Baldur Ruecker	Deputy Chair

IN ATTENDANCE

Audrey Bjorklund	Community Development Manager
Sarah Hayward	Community Development Clerk
Aaron Zylstra	Agricultural Fieldman
Al Fletcher	Agricultural Fieldman

IN REGRET

CALL TO ORDER

Chair Harcourt called the meeting to order at 10:05 am.

Member Ross entered the meeting at 10:06 a.m.

Deputy Chair Ruecker entered the meeting at 10:09 a.m.

AGENDA

**AG33(03/18/16)**

**RESOLUTION by Member Logan that this Agricultural Service Board adopts the agenda governing the March 18, 2016 Agricultural Service Board meeting with the following additions:**

**4 C. Delegations: Dave Bannow – Organic Alberta Conference  
10:50 a.m.**

**7 H. Rental Equipment – Land Roller**

**7 I. Member Davis Resignation CARRIED.**

**AG34(03/18/16)**

**RESOLUTION by Member Davis that this Agricultural Service Board adopts the minutes of the February 8, 2016 Agricultural Service Board Meeting as amended. CARRIED.**

OLD BUSINESS

Activity Report

The Board is presented with the Agricultural Service Board Activity Report.

**AG35(03/18/16)**

**RESOLUTION by Member Ross that this Agricultural Service Board accepts the March 18, 2016 ASB Activity Report as presented. CARRIED.**

Pollinator Habitat  
No-Mow Program

The Board is presented with revisions to Policy 6304 Roadside Vegetation Control for proposed Pollinator Habitat No-Mow Program.

AG36(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board recommend Council adopt Policy 6304 Roadside Vegetation Control that has been revised to include the proposed Pollinator Habitat No-Mow Program as presented. CARRIED.**

Clubroot of Canola  
Policy 6306

The Board is provided with a revised draft Clubroot of Canola Policy 6306, so that they can review the amended wording as requested at the last meeting, before presenting it to Council for their consideration.

AG37(03/18/16)

**RESOLUTION by Member Davis that this Agricultural Service Board recommend Council adopt revised Policy 6306 Clubroot of Canola Policy as presented. CARRIED.**

Agricultural Improvement  
Policy

The Board is provided with Policy 6302 Agricultural Improvement Policy with the requested revisions around reimbursing some costs for producers that attended agricultural focused Conferences and Workshops.

AG38(03/18/16)

**RESOLUTION by Deputy Chair Rucker that this Agricultural Service Board recommend Council adopt Policy 6302 Agricultural Improvement Policy with revisions to include reimbursing costs for producers that attended agricultural focused Conferences and Workshops as presented. CARRIED.**

Farm Family Award

The Board is presented with Farm Family nominations from the Hines Creek area (Ward 2) for the County's annual Farm Family Award. Two Farm Family nominations were received.

AG39(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board table the Farm Family nominations to later in the meeting. CARRIED.**

DELEGATIONS

Peace Country Beef  
& Forage Association

Peace Country Beef and Forage Association (PCBFA) Manager, Monika Benoit, will be presenting an update, by conference call at 10:20a.m., on the 2015 Environment Stream partnership program and present the plans for the 2016 program. Also presented will be updates on the PCBFA programs, funding and direction.

AG40(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board accept for information the delegation from Monika Benoit, Manager, Peace Country Beef and Forage Association on the 2015 Environment Stream partnership program and 2016 programming. CARRIED**

ADD-IN  
Dave Bannow

Following up on Resolution AG26(02/08/16) David Bannow was in attendance at 10:50 a.m. to present on the Organic Alberta Conference he attended on February 25 and 26, 2016 in Olds, Alberta.

AG41(03/18/16)

**RESOLUTION by Deputy Chair Ruecker that this Agricultural Service Board accept for information the delegation from David Bannow on the 2016 Organic Alberta Conference that was held on February 25 and 26, 2016 in Olds, Alberta.**

Curt Hale

Curt Hale was scheduled to attend the meeting at 11:30 a.m. to present information on his Cocktail Cover Crops experience and the benefits to his cropping process. Mr. Hale had to cancel and his delegation will be included in the next available ASB meeting.

Chair Harcourt recessed for a break at 11:10 a.m.  
Chair Harcourt reconvened at 11:16 a.m.

Farm Family Award

This item was tabled earlier in the meeting.

AG42(03/18/16)

**RESOLUTION by Deputy Chair Ruecker that this Agricultural Service Board bring the Farm Family nominations off the table.  
CARRIED.**

AG43(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board approve the 2016 Farm Family to Frykas Farms and purchase a gate sign to a maximum of \$300 to present at the County's Agricultural Trade Show banquet on April 9th, 2016.  
CARRIED.**

Trade Show  
April 9, 2016

Administration is requesting Board members to participate in the Agricultural Service Board booth at the Trade Show to promote agricultural services and get feedback from the visitors.

AG44(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board accept for information the Agricultural Service Board booth schedule and discussion around the 22nd Annual Clear Hills County Agricultural Trade Show being held on April 9, 2016 at the Dave Shaw Memorial Complex in Hines Creek, Alberta.  
CARRIED.**

Promoting Farm  
Publications

Chair Harcourt is requesting a round table discussion on how to encourage local producers to read the Alberta Farmer, Northern Horizon and Peace Country Sun, due to valuable information that is included in these publications.

AG45(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board accept for information the discussion around the valuable and useful agricultural information that is included in**



articles in Alberta Farmer, Northern Horizon and Peace Country Sun. **CARRIED.**

Chair Harcourt recessed for lunch at 11:57 a.m.  
Chair Harcourt reconvened from lunch at 12:32 p.m.

Quackgrass

Councillor Johnson requested to have a discussion around elevating Quackgrass to a prohibited noxious or noxious weed in the County. Currently Quackgrass is not listed as a prohibited or noxious weed in the *Weed Control Act*, and Couch Grass (Aka Quackgrass) is considered a prohibited noxious weed seed in the *Weed Seeds Order*.

AG46(03/18/16)

**RESOLUTION by Councillor Johnson that this Agricultural Service Board recommend Council elevate Quackgrass (Couchgrass) as a Noxious weed within Clear Hills County and that the County lobby to have it elevated to a noxious weed in the entire province. DEFEATED.**

NEW BUSINESS

Alberta Farm Animal Care Funding

The Board purchased a membership to Alberta Farm Animal Care (AFAC) in 2015, and did not include funds in the 2016 budget. AFAC has invoiced for 2016 and provided information for the Board's consideration. The Board is requested to decide if a membership would be valuable to the County or not and if so request funds be included in the 2016 budget.

AG47(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board recommend Council include \$500 in the 2016 Operating Budget for an Alberta Farm Animal Care membership. CARRIED.**

Alternative Land Use Services (ALUS)

The Board is presented with an update to Alternative Land Use Services (ALUS).

AG48(03/18/16)

**RESOLUTION by Member Ross that this Agricultural Service Board direct administration to arrange an Alternative Land Use Services (ALUS) joint meeting with M.D. of Fairview No. 136 and M.D. of Peace No. 135 in October 2016. CARRIED.**

Events

The Board is presented with events for their consideration.

AG49(03/18/16)

**RESOLUTION by Deputy Chair Ruecker that this Agricultural Service Board authorize the attendance of:**

- Chair Harcourt and Deputy Chair Ruecker to attend the Fusarium Graminearum Workshop on April 7, 2016 from 1:00 p.m. – 4:30 p.m. at the Girouxville Community Hall.
- Chair Harcourt and Deputy Chair Ruecker to attend succession planning Workshop on March 30<sup>th</sup>, 2016 at the Community Hall in Debolt, Alberta. **CARRIED.**

Rental Equipment

Chair Harcourt requested rental equipment be added to the March 18, 2016 agenda. Board members have been approached by ratepayers requesting a land roller and a breaking disc be considered as additional rental equipment items.

AG50(03/18/16)

**RESOLUTION by Member Ross that this Agriculture Service Board direct administration bring back information on 30 to 40 foot land roller to a future Agricultural Service Board meeting. CARRIED.**

AG51(03/18/16)

**RESOLUTION by Deputy Chair Ruecker that this Agriculture Service Board direct administration bring back information on a 14-16 foot breaking disc to a future Agricultural Service Board meeting. CARRIED.**

Board Member  
Resignation

Member Davis informed the Board that he is resigning from the Agricultural Service Board effective April 25, 2016.

AG52(03/18/16)

**RESOLUTION by Member Logan that this Agriculture Service Board accepting Member Davis's resignation from the Agricultural Service Board effective April 25, 2016 and recommend Council advertise the Member at Large vacancy. CARRIED.**

REPORTS

Agricultural Fieldman  
Report

At this time the Agricultural Fieldmen will have an opportunity to present their reports.

AG53(03/18/16)

**RESOLUTION by Member Davis that this Agricultural Service Board accepts the March 18, 2016 Agricultural Fieldmen reports for information. CARRIED.**

Board Reports

At this time the Board members will have an opportunity to present their reports.

Councillor Johnson: Peace Country Beef and Forage Annual General Meeting at the Dunvegan Motor Inn in Fairview, Alberta on February 26, 2016.

Member Logan: Cover Crops in Rycroft, Alberta, Peace Country Beef and Forage Annual General Meeting at the Dunvegan Motor Inn in Fairview, Alberta on February 26, 2016.

Member Davis: Tactical Farming Conference on February 10-11, 2016 at the Deerfoot Inn & Casino in Calgary, Alberta and Alberta Beef Industry Conference on February 17-19, 2016 in Red Deer, Alberta.

Deputy Chair Ruecker: Peace Country Beef and Forage Annual General Meeting at the Dunvegan Motor Inn in Fairview, Alberta on February 26, 2016. Peace Country Classic on March 10-11, 2016 in Grande Prairie, Alberta.



Member Ross: Organic Conference in Olds Alberta on February 25-26, 2016. Mighty Peace Watershed Alliance Wetland Workshop on February 19, 2016 in Grande Prairie, Alberta.

Chair Harcourt: Peace Country Beef and Forage Annual General Meeting at the Dunvegan Motor Inn in Fairview, Alberta on February 26, 2016, Peace Country Classic on March 10-11, 2016 in Grande Prairie, Alberta.

AG54(03/18/16)

**RESOLUTION by Member Logan that this Agricultural Service Board accepts the Board members' written or verbal reports of March 18, 2016 for information. CARRIED.**

INFORMATION &  
CORRESPONDENCE

The Board is presented with correspondence to review.

1. Alberta Farm Animal Care – E-Newsletter – (63-02-02)
2. Back Forty Newsletter - (63-02-02)
3. The Pest Insider – (63-02-02)
4. Alberta Bear Smart Conference – (63-02-02)
5. Peace Country Beef & Forage Association – Winter 2016 – (63-02-02)
6. Permaculture in the Peace Country – (63-02-02)
7. News Release – Warkentin Calls on Liberal Government to take action on Grain Transportation – (63-02-02)

AG55(03/18/16)

**RESOLUTION by Member Davis that this Agricultural Service Board receives the Information & Correspondence of March 18, 2016 as presented. CARRIED.**

ADJORNMENT

Chair Harcourt adjourned the meeting at 2:26 p.m.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
AGRICULTURAL FIELDMAN

# Clear Hills County

## Request For Decision (RFD)

Meeting Date	REGULAR COUNCIL MEETING April 12, 2016
Originated By:	Ron Jensen, Public Works Manager
Title:	PUBLIC WORKS MANAGER REPORT
File:	32-02-02

### Gravel Haul

- Will be gravelling with 1 ½" in bad spots on Range Road 54 and the Montagneuse Valley Road. When these roads are reshaped will be gravelling with ¾ inch gravel.

### Graders

- Graders have started the summer grading.

### Cleardale Truck Park Lot

- Tender packages were available for pickup on April 14, 2016 and will be closing Friday, April 22, 2016 at 4:00 p.m. Opening will April 26, 2016 at 9:45 a.m. and the awarding of this tender will be Tuesday, May 10, 2016.

### Eureka River Paving Tender

- Tenders have been sent to the contractors for signing.

### RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

*RJ*

CAO:

*RJ*

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	April 12, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>COUNCIL INFORMATION</b>
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence, for information.

BACKGROUND / PROPOSAL:

ATTACHMENTS:

TransCanada –Project update: Peace River Mainline abandonment

RECOMMENDED ACTION:

RESOLUTION by that Council receives for information the Council Information presented at the April 12, 2016 Regular Council Meeting.

Initials show support - Reviewed by:      Manager:      CAO: 



March 16, 2016

TransCanada PipeLines Limited  
450 - 1st Street S.W.  
Calgary, Alberta, Canada T2P 5H1  
tel 1-855-895-8754  
email [NGTL\\_Retirement@Transcanada.com](mailto:NGTL_Retirement@Transcanada.com)  
web [www.transcanada.com](http://www.transcanada.com)

Allan Rowe  
Clear Hills County  
Box 240  
Worsley, AB T0H 3W0

**RECEIVED**

**MAR 21 2016**

**CLEAR HILLS COUNTY**

Project Update: Peace River Mainline Abandonment Update

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), would like to take this opportunity to update you on the proposed Peace River Mainline (PRML) Abandonment Program (the Program). TransCanada initially sent information about the Program in March of 2015 regarding TransCanada's intent to abandon sections of our existing PRML assets. We have been consulting with potentially affected parties and the public since then to collect feedback and interest in the Program and planned application.

NGTL's application to the NEB will include a request for approval and leave to abandon the facilities pursuant to section 74 of the NEB Act. In earlier correspondence, NGTL communicated our expectation to file an application to the NEB in the first quarter of 2016. However, due to ongoing planning regarding the proposed abandonment activities, the timeline has been revised and NGTL now plans to file the application later in 2016. We will continue to keep stakeholders interested parties informed of expected key milestones for the Program.

The NEB publishes a *Guide For Landowners and the Public* on their website at [www.neb-one.gc.ca](http://www.neb-one.gc.ca). If you would like a printed copy of the guide, please contact NGTL at the information provided below. If you have any questions regarding the NEB application process or regulations, the NEB may be contacted through the following means:

**National Energy Board**  
517 Tenth Avenue SW  
Calgary, Alberta TR2 0A8

Email: [info@neb-one.gc.ca](mailto:info@neb-one.gc.ca)  
Telephone: 403.292.4800  
Toll-free: 1.800.899.1265  
Fax: 403.292.5503  
Toll-free fax: 1.877.288.8803  
TTY (teletype): 1.800.632.1663

NGTL and TransCanada are committed to open and transparent communication with stakeholders and Aboriginal communities as we move forward with development and submission of an application for the above-mentioned Program. Should you have any questions about the abandonment process, or require more information about NGTL or TransCanada, you can contact us through the following means:

**NOVA Gas Transmission Ltd.**  
Attention: Cole Thomson

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	April 12, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>CALENDARS</b>
File:	11-02-02

### DESCRIPTION:

Council and administration shall review the upcoming months' calendars for Councillor Committee meetings to attend or that were attended, to assist Administration with record keeping and Council with reminders of upcoming meetings.

### BACKGROUND:

### ATTACHMENTS:

- Calendar of upcoming meetings and conferences

### RECOMMENDED ACTION:

**RESOLUTION** by .... to accept for information April, May and June 2016 calendar updates of Councillor Committee meetings, that assist Administration with record keeping and Council with reminders of upcoming meetings with the following changes:

Initials show support - Reviewed by:

Manager:

CAO: 

# April 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b> Road Tour- ALL	<b>5</b>	<b>6</b> NPHF-DF	<b>7</b> DMI-PF,MC	<b>8</b>	<b>9</b> <b>22<sup>nd</sup></b> <b>Trade</b> <b>Show</b>
<b>10</b>	<b>11</b>	<b>12</b> Council	<b>13</b> IIC-ALL	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b> Worsley Public Meeting-ALL	<b>20</b>	<b>21</b> David Thompson Public Meeting-ALL	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b> Council	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>

### March 2016

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### Notes:

### May 2016

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



# May 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>1</b>	<b>2</b> ASB-CJ	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>8</b> Mother's Day	<b>9</b>	<b>10</b> Council	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b> PRSD Joint-ALL	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b> Memorial Day	<b>24</b> Council	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b>				

### April 2016

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### Notes:

### June 2016

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

# June 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
				FCM 2016 Annual Conference and Trade Show 2 <sup>nd</sup> -5 <sup>th</sup>		
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b> ASB-CJ	<b>14</b> Council	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b> Father's Day	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b> Council	<b>29</b>	<b>30</b>		

### May 2016

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### Notes:

FCM  
 2016 Annual Conference and Trade  
 Show  
 June 2-5, 2016  
 RBC Convention Centre, Winnipeg

### July 2016

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## Acronyms for Calendar

AAMDC	Alberta Association of Municipal District & Counties
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
DMI	Diashowa-Marubeni International Ltd. Public Advisory Committee
DRRC	Doctor Recruitment & Retention 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 Rec	Fairview Recreational 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)
NARAIL	Northwestern Right of Way Acquisition Committee
NCDC	Northwest Corridor Development Corporation
NPHF	North Peace Housing Foundation
NPPSC	North Peace Protocol Steering Committee
NPRLFC	North Peace Regional Landfill Commission
PLS Adv	Peace Library Systems – Clear Hills Advisory
PLS	Peace Library Systems
PREDA	Peace Regional Economic Development Alliance
PVC	Peace Valley Conservation, Rec, Tourism Board
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)