AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, JUNE 28, 2016

The regular meeting of the Council for Clear Hills County will be held on Tuesday, June 28, 2016, in the Council Chambers of the County Office, Worsley, Alberta, at 9:30 a.m.

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1. CALL TO ORDER

2. AGENDA

3. MINUTES
- **a. Previous: Special Council Meeting June 14, 2016 ..... 2**

4. DELEGATION(S)
- **a. Fairview Day Care & Play School Society – 10:15 a.m. 9**
- **b. Worsley Early Childhood Education. 10:30 a.m. 48**
- **c. Peace River School Division 10:45 a.m. 49**

5. PUBLIC HEARING(S)
- **a. Public Hearing - Bylaw 206-16 10:00 a.m. 50**
- **b. Public Hearing - Bylaw 207-16 10:00 a.m. 52**

6. TENDER OPENING- 9:45 a.m.

7. NEW BUSINESS
- **a. COUNCIL**
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- **b. CORPORATE SERVICES**
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- **c. COMMUNITY SERVICES**
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  - **5. Emergencies and Communication Options 129**
  - **6. Rotary House Funding Request 135**
- **d. PUBLIC WORKS**
  - **1. Proceed to Tender – Sidewalk Repairs 138**

8. WRITTEN REPORTS: COUNCIL, COMMITTEE & MANAGERS
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- **b. Chief Administrative Officer's Report .....**
- **c. Community Development Manager Report .....**
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11. CONFIDENTIAL ITEMS

12. ADJOURNMENT

MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
COUNTY COUNCIL CHAMBERS
June 14, 2016

PRESENT		
	Charlie Johnson	Councillor
	Miron Croy	Councillor
	Dan Fletcher	Councillor
	Lee Svederus	Councillor
	Peter Frixel	Councillor
ABSENT	Jason Ruecker	Deputy Reeve
ATTENDING	Allan Rowe	Chief Administrative Officer (CAO)
	Audrey Bjorklund	Community Development Manager (CDM)
	Ron Jensen	Public Works Manager (PWM)
	Bonnie Morgan	Executive Assistant (EA)

CALL TO ORDER

Chief Administrative Officer, Allan Rowe called the meeting to order at 9:30 a.m.

APPOINT MEETING CHAIR

In the absence of Deputy Reeve Ruecker, Council must appoint a chairperson for today's meeting

C330-16(06/14/16)

RESOLUTION by Councillor Svederus to appoint Councillor Croy to Chair the Tuesday, June 14, 2016, Regular Council meeting. CARRIED.

ACCEPTANCE OF AGENDA

C331-16(06/14/16)

RESOLUTION by Councillor Svederus to adopt the agenda governing June 14, 2016, Regular Council Meeting, as presented. CARRIED.

APPROVAL OF MINUTES
Previous Meeting Minutes

C332-16(06/14/16)

RESOLUTION by Councillor Fletcher to adopt the minutes of May 31, 2016, Special Council Meeting, as presented. CARRIED.

NEW BUSINESS: COUNCIL
Management Team Activity Report

Council reviewed the most recent Management Team Activity Report.

C333-16(06/14/16)

RESOLUTION by Councillor Frixel to accept the May 31, 2016, Management Team Activity Report, as presented. CARRIED.

MGA Review

Council is presented with the AAMDC Guide to the Modernized MGA.

UNAPPROVED

C334-16(06/14/16) **RESOLUTION by Councillor Frixel to table the AAMDC Guide to the Modernized MGA, until later in the meeting. CARRIED.**

TENDER OPENINGS:

Tender 2016-14 Side by Side and Trailer

Council is presented with tender 2016-14 Side by Side and Utility Trailer to open and have recommendations brought back later in the meeting.

C335-16(06/14/16) **RESOLUTION by Councillor Fletcher to open tenders received for Tender 2016-14 Side by Side & Trailer, and bring back recommendations later in today's meeting. CARRIED.**

Company Name	Amount
Cycle West Ltd.	UTV -$29,958.26
Scanalta Power Sales	UTV-$18,058.95 UTV-$18,898.95 Trailer-2,833.95
Prairie Coast Equipment	UTV $21,960.00 without GST

Tender 2016-15 Enclosed Cargo Trailer

Council is presented with tender 2016-15 Enclosed Cargo Trailer to open and have recommendations brought back later in the meeting.

C336-16(06/14/16) **RESOLUTION by to Councillor Croy open tenders received for Tender 2016-15 Enclosed Cargo Trailer, and bring back recommendations later in today's meeting. CARRIED.**

Company Name	Amount
Fosters Covered Wagons	$9,865.00 + tire levi & tax
Fehr Tire	$10,400.00

DELEGATION:

Natural Resources Conservation Board (NRCB)

Andy Cummings and Linda Brazelle, Natural Resources Conservation Board (NRCB), will be in attendance at 10:00 a.m. to answer Council's questions about livestock numbers and setbacks from waterways.

Councillor Croy recessed the meeting at 11:17 a.m.
Councillor Croy reconvened the meeting at 11:21 a.m.

Daishowa Marubeni International Ltd.

Woodlands supervisors, Trina Tosh and Grant Anderson with Daishowa Marubeni International Ltd. are scheduled to attend the June 14th at 10:30 a.m. to present their 2016 General Development Plan.

UNAPPROVED

C337-16(06/14/16) **RESOLUTION by Councillor Svederus to accept for information the discussion with the Andy Cummings and Linda Brazelle, Natural Resources Conservation Board (NRCB), about livestock numbers and setbacks from waterways. CARRIED.**

C338-16(06/14/16) **RESOLUTION by Councillor Fletcher to receive the delegation and presentation from Woodlands supervisors, Trina Tosh and Grant Anderson, Daishowa Marubeni International Ltd. Peace River Pulp Division for information. CARRIED.**

Councillor Croy recessed the meeting at 11:41 a.m.
Councillor Croy reconvened the meeting at 12:07 p.m.

C339-16(06/14/16) **RESOLUTION by Councillor Fletcher to raise the AAMDC Guide to the Modernized MGA off the table. CARRIED.**

C340-16(06/14/16) **RESOLUTION by Councillor Croy to approve the attendance of all Council to attend the AAMDC MGA review meeting in St. Isadore on June 20, 2016 at the St. Isadore Community Hall from 10:00 a.m. until 3:00 p.m. CARRIED.**

C341-16(06/14/16) **RESOLUTION by Councillor Fletcher to call a Special Council Meeting for Friday, June 24, 2016, at 9:30 a.m. for a delegation with MLA, Honorable Margaret McCuaig-Boyd, Dunvegan Central Peace-Notley to discuss pertinent items as follows;**

Biomass Energy Project
Wildlife predation-process
Bill 6
Local Hospitals- (who is running)
Doctors-recruitment and retaining (hospital privileges),
natural gas and fertilizer prices
Internet/Cellular- lack of towers
Highway 64 maintenance and poor condition.
MGA Review
CARRIED.

Spring Versus Summer Gravel Haul

Council is presented with information regarding spring vs. summer gravel haul.

C342-16(06/14/16) **RESOLUTION by Councillor Fletcher to receive for information the discussion regarding spring versus summer gravel haul. CARRIED.**

Degazzetting of Secondary Highways

Council requested information on the process of degazetting Secondary Highways in Clear Hills County.

UNAPPROVED

C343-16(06/14/16) **RESOLUTION by Councillor Croy to receive for information the discussion regarding degazetting Secondary Highways in Clear Hills County until a future Council Meeting. CARRIED.**

CORPORATE SERVICES
Accounts Payable (June 1, 2016, to June 14, 2016)

A list of expenditures for Clear Hills County for the period of June 1, 2016, to June 31, 2016, is provided for Council's review.

C344-16(06/14/16) **RESOLUTION by Councillor Croy that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 1, 2016 to June 14, 2016 for a total of $543,160.11 (five hundred and forty three thousand one hundred and sixty dollars and eleven cents). CARRIED.**

COMMUNITY SERVICES
Continuing Education Scholarships

Council is presented with recommendations for awarding Continuing Education Scholarships for applications received by June 1, 2016 deadline.

C345-16(06/14/16) **RESOLUTION BY Councillor Fletcher to approve a Continuing Education Scholarship of up to $5,000.00 to Tiara Wiseman for Animal Health Technology; $2,500 to be released on proof of acceptance into year one of Animal Health Technology Program and $2,500 to be released on proof of acceptance into year two of Animal Health Technology Program. CARRIED.**

C346-16(06/14/16) **RESOLUTION BY Councillor Fletcher to award a Continuing Education Scholarship of up to $5,000.00 to Samantha Janzen for Bachelor of Education & Arts Program; $2,500 to be released on proof of acceptance into year one of Bachelor of Education & Arts Program and $2,500 to be released on proof of acceptance into year two Bachelor of Education & Arts Program. CARRIED.**

C347-16(06/14/16) **RESOLUTION BY Councillor Fletcher to approve a Continuing Education Scholarship of up to $5,000.00 to Amber Zacharias for Animal Health Technology; $2,500 to be released on proof of acceptance into year one of Animal Health Technology Program and $2,500 to be released on proof of acceptance into year two of Animal Health Technology Program. CARRIED.**

C348-16(06/14/16) **RESOLUTION BY Councillor Fletcher to award a Continuing Education Scholarship of up to $5,000.00 to Dana Basnett for Therapeutic Recreation – Gerontology Program; $2,500 to be released on proof of acceptance into year one of Therapeutic Recreation – Gerontology Program and $2,500 to be released on proof of acceptance into year two Therapeutic Recreation – Gerontology Program. CARRIED.**

UNAPPROVED

Tender Award 2016-14 Side by Side and Trailer

Tender 2016-14 Side by Side and Utility Trailer will be at 9:45 at today's meeting and results analyzed and brought back later in today's meeting.

C349-16(06/14/16)

RESOLUTION by Councillor Svederus to award Tender 2016-14 Side by Side & Trailer to Scanalta Power Sales for a 2015 Model Yamaha Viking 700 EPS for $18,058.95 and a Excel Tilt deck trailer to haul the Viking for $2,833.95 for a total of $20,892.90 GST included with $16,000.00 to be allocated from the 2016 Capital Budget and the balance from the Fire Equipment Reserve. CARRIED.

Tender Award 2016-15 Enclosed Cargo Trailer

Tender 2016-15 Enclosed Cargo Trailer will be at 9:45 at today's meeting and results analyzed and brought back later in today's meeting.

C350-16(06/14/16)

RESOLUTION by Councillor Croy to award Tender 2016-15 Enclosed Cargo Trailer to Fosters Covered Wagons North Inc. for $9,865.00 plus tire levy and GST with funds to be allocated from the insurance proceeds of $9,366.00 and the balance from the Common Services (Vehicles & Equipment) Reserve. CARRIED.

PUBLIC WORKS

Proceed to Tender Storage Building Roof Repairs

Council to proceed to tender for roof repairs on the storage building (old fire hall).

C351-16(06/14/16)

RESOLUTION by Councillor Johnson to proceed to tender for roof repairs on the storage building (old fire hall). CARRIED.

Policy No. 3203 Approach Construction And Maintenance

Council is presented revised Policy 3203-Approach Construction and Maintenance as requested.

C352-16(06/14/16)

RESOLUTION by Councillor Svederus to approve the revised Policy 3203-Approach Construction and Maintenance section 2.6, as presented. CARRIED.

Policy No. 3202 Road Construction Specifications

Council is presented revised Policy 3202- Road Construction Specifications as requested.

C353-16(06/14/16)

RESOLUTION by Councillor Johnson to approve the revised Policy 3202- Road Construction Specifications section 3.2, as presented. CARRIED.

UNAPPROVED

Brushing and Backsloping 2016 Project	Council is presented with updated information regarding the 2016 proposed brushing/ backsloping project.
C354-16(06/14/16)	**RESOLUTION by Councillor Croy to table the discussion regarding the brushing program and bring back to a future Council meeting. CARRIED.**
Access Road Request NW-3-83-4-W6M	Council is presented with a request to have an access road constructed. To allow access to NW- 3- 83-4-W6M
C355-16(06/14/16)	**RESOLUTION by Councillor Croy to investigate entering from the east on forced road off of Range Road 42 on Township Road 831 and Township Road 830.5, to have an access road constructed. Allowing access to NW- 3- 83-4-W6M, and bring back to a future Council meeting. CARRIED.**
<u>WRITTEN REPORTS COUNCIL, COMMITTEE & MANAGERS</u> 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.
C356-16(06/14/16)	**RESOLUTION by Councillor Fletcher to receive the information provided in the Chief Administrative Officer report for June 14, 2016, for information, as presented. CARRIED.**
Community Development Manager's Report	The Community Development Managers report was reviewed.
C357-16(06/14/16)	**RESOLUTION by Councillor Svederus to receive the information provided in the Community Development Managers report for June 14, 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.
C358-16(06/14/16)	**RESOLUTION by Councillor Frixel to receive the information provided in the Public Works Managers report for June 14, 2016, for information, as presented. CARRIED.**
<u>COUNCIL</u>	

UNAPPROVED

INFORMATION

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

C359-16(06/14/16)

RESOLUTION by Councillor Svederus to receive for information the correspondence presented at the June 14, 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.

C360-16(06/14/16)

RESOLUTION by Councillor Svederus to receive for information the, June, July and August 2016, calendars, as presented.

Meeting	Date	Member
Special Council Mtg.	June 24	All
		CARRIED.

ADJOURNMENT

Councillor Croy adjourned the June 14, 2016, Regular Council Meeting at 1: 59 p.m.

_____ _____
DATE REEVE

_____ _____
DATE CHIEF ADMINISTRATIVE OFFICER

UNAPPROVED

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	**DELEGATION: FAIRVIEW DAY CARE & PLAYSCHOOL SOCIETY 10:15**
File:	71-20-02

DESCRIPTION:
Representatives of the Fairview Day Care & Playschool Society will be in attendance at 10:15 a.m. to present their plans for securing a new facility to house the day care and funding request.

BACKGROUND:

The Society is seeking to construct a purposes built building with a top budget of $1,000,000.00

Secured funding to date: Society $250,000 in bank
M.D. of Fairview loan commitment up to $250,000
Town of Fairview loan commitment up to $250,000
Requesting Clear Hills County fund the balance, up to $250,000.

Clear Hills County stats:

- 5 of 18 employees reside in Clear Hills County
- 17 enrolled children from Clear Hills County
- On average enrollment from Clear Hills is 13 to 15% of enrolled children

ATTACHMENTS:

- Grant Application package
- Beyond Borders Funding Policy 7004

OPTIONS:

- Accept for information and take no action
- Accept delegation for information and approve funding of up to $_____ in the form of a loan with an interest rate of _____, repayable over _____ months.
- Accept delegation for information and approve funding of $_____ in the form of a grant.

RECOMMENDATION:

Resolution by Councillor_____ to

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

RECEIVED
MAY 2 4 2016
CLEAR HILLS COUNTY

Fairview Day Care & Playschool Society
Box 2169
Fairview, AB T0H1L0

April 26, 2016

Audrey Bjorklund
Community Development Manager
Clear Hills County
Box 240
Worsley, AB T0H 3W0

RE: Capital Grant Application

The Fairview Day Care & Playschool Society would like to request your financial support towards securing a new facility to house the day care. We are a non-profit society that operates two entities in the Town of Fairview and surrounding Areas, Child's World Day Care (CWDC) and Fairview Family Day Homes (FFDH).

CWDC provides licensed, accredited and quality child care to 100+ families in Fairview and the surrounding areas. CDWC is also the office that over sees and provides licensing, accreditation, administrative support, insurance and over all support to the three day homes currently operating under Fairview Family Day Homes. At the current time, CWDC and FFDH provides child care to 103 families, provides employment to 18 people and facilitates 19 families who qualify for subsidy. In the last 16 months, 5 of our employees and 17 of our enrolled children are from Clear Hills County. Clear Hills County residents on average make up 13% to 15% of our enrolled children.

Our current situation has us operating out of a small space in the Fairview Provincial building. This space is leased to us under the assumption that it was to be a temporary placement until we could find a better suited and permanent site. This agreement was made 8 years ago, and in that time our needs have changed and we have outgrown the current space. Our board has explored several options and we feel an adequate solution to our space issue has been found.

In December of 2014 the society entered into a purchase agreement with the Peace River School Division #10 to purchase a subdivided parcel (The Block X, Plan 572EO) on the east end of the lot (please see attached plot plan), for $1. This space was adequate to meet our needs by providing a permanent child care facility situated in an ideal spot, with close proximity to the E.E Oliver School for transfers and busing, close to downtown for our patrons that have limited transport and in a zone that is suitable for our zoning requirements.

In December of 2015, the Peace Region Economic Development Alliance (PREDA) identified our need for a new facility as critical to the growth and development of Fairview and the surrounding areas. Through their support we have secured 50% funding of the project. The Town of Fairview and The Municipal District of Fairview No. 136 have each committed to 25% or up to $250, 000 in funding. We are committed to matching this and funding 25% of the project ourselves with our

No. 11381

CERTIFICATE of INCORPORATION

I HEREBY CERTIFY THAT

- FAIRVIEW DAY CARE & PLAYSCHOOL SOCIETY -

IS THIS DAY INCORPORATED UNDER THE SOCIETIES ACT OF THE PROVINCE OF ALBERTA

GIVEN UNDER MY HAND AND SEAL OF OFFICE AT EDMONTON, ALBERTA,

THIS fifteenth DAY OF September A.D. 1978.

Paul J. Carrier

A/ Registrar of Companies
(Paul J. Carrier)

Alberta
CONSUMER AND
CORPORATE AFFAIRS

rj

cash in hand sitting at $250, 000. The new facility increases our current capacity by 20%, allowing us to provide care for more families. At this time we are asking if the Clear Hills County would contribute to the project the remaining 25% of the funding required.

We have released a Request for Proposal (RFP) through the Alberta Purchasing Connection website for a purpose built building that will fit our needs. In the RFP we have identified that we have an affordability ceiling of $1, 000, 000. Attached is the RFP for your review.

We are more than willing to come to a board meeting and present our information for further review.

Sincerely,

Sheila Landry

Chairperson - Fairview Day Care & Playschool Society
mslandry@outlook.com
780-835-1710

cc: Nicole Peppler - ED Child's World Day Care and Fairview Family Day Homes

cc: FILE

REQUEST FOR PROPOSAL ("RFP")

FOR

Fairview Day Care Facility

RFP Number

FV01-2016

(THIS IS NOT A TENDER)

Closing Time

May 11, 2016
4:00 PM Mountain Time

DRAFT

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ATTACHMENTS

APPENDIX A – ACKNOWLEDGEMENT

APPENDIX B – DESIGN AND FEATURES

APPENDIX C – FINANCIAL AND WARRANTY

CHILD CARE LICENSING ACT of ALBERTA

DAY CARE PHASE 1 ENVIRONMENTAL SITE ASSESSMENT

FAIRVIEW DAY CARE PLOT PLAN #1

FAIRVIEW DAY CARE PLOT PLAN #2

SERVICES MAP

1 DEFINITIONS

The following definitions apply to the following terms used throughout this document:

a) Society – Fairview Day Care & Playschool Society.
b) Closing Time – means the date and time for the closing of this RFP as identified on the front cover, such extended date and time as determined by the Society.
c) Mandatory Requirements are those requirements in this RFP described with a "must". Failure to provide mandatory information will result in a Proposal being rejected.
d) Procurement Contact - the individual identified in the Invitation Summary - Contact Information responsible for managing the RFP process through whom all correspondence will flow, including receiving all commercial and technical questions and issuing addenda to this RFP.
e) Proposal - means the Proponent's response to the RFP and includes all the Proponent's attachments and presentation materials.
f) Proponent - party responding to this RFP.
g) RFP - Request for Proposal.
h) Work and Deliverables - means the work described in Section 4 – Scope of Work and Design of this RFP and detailed in the attached documentation.

2 INVITATION SUMMARY

2.1 INTRODUCTION

The Fairview Day Care and Playschool Society, hereinafter referred to as Society, is a Non-profit society that operates the Child's World Day Care, Fairview Family Day Homes and Child's World Program for School Aged Children out of Fairview, AB. With financial support from the Town of Fairview and the Municipal District of Fairview No. 136, we plan to build a Day Care Facility on Lot 1 Block X Plan 152 1888, east end of E.E.O Elementary School playground in the Town of Fairview.

2.2 PROJECT OVERVIEW

This RFP is an invitation by the Society to proponents to submit proposals for a Turn-Key Design Build solution to the Society for one (1) Day Care facility located on Lot 1 Block X Plan 152 1888, east end of E.E.O Elementary School playground in the Town of Fairview as described in Section 4 – Scope of Work and Design.

Project Name:	Fairview Day Care Facility
Location:	Fairview, Alberta
Work Description:	Design Build Day Care Facility

The contract terms, conditions and any other support agreements will be specified in any contract resulting from this RFP.

The RFP is not a tender call. No contract is created by the submission of a Proposal.

2.3 CONTACT INFORMATION

It is the Proponent's responsibility to clarify interpretation of any matter the Proponent considers to be unclear before the Closing Time, by contacting:

Procurement Contact:
Paul Warren
Purchasing Program Coordinator
Alberta Municipal Services Corporation
Ph.: 780-628-6989
Email: pwarren@auma.ca

2.4 CLARIFICATION

Proponents should direct all inquiries for clarification to the Procurement Contact.

The Society is not responsible for any misunderstanding on the part of the Proponent to this RFP or its process.

Questions will be deemed to be received once the questions submitted by Proponents in writing have been received by the Procurement Contact noted above. Questions regarding this RFP will

be accepted via e-mail, to purchasing@auma.ca, no later than 5 Business Days prior to the Closing Time.

2.5 PROPOSAL DELIVERY

The Closing Time for this RFP is May 11, 2016 at 4:00 pm, Mountain Time

Proposals must be received at the following address before the Closing Time.

Fairview Day Care & Playschool Society
Attn: Daryl Greenhill
10209 -109 St
Provincial Building Fairview, AB T0H 1L0

Proposals should be sealed and clearly marked with the RFP number, closing date and time. Proposals may be delivered by hand, courier or mail. Proposals submitted by fax or e-mail will (not) be accepted.

Proponent should submit three (3) hard copies of its Proposal, one clearly marked "Original", and the others clearly marked "Copy". Proponents should also submit one electronic copy of their Proposal in either PDF or MS Word format. If there are any conflicts or inconsistencies between the hard copies and the electronic copy of the Proposal, the hard copy of the Proposal shall prevail.

2.6 LATE PROPOSALS

Proposals must be submitted at the location and time set out in section 2.5 above. Proposals submitted after the Closing Time, will be rejected.

2.7 PRE-PROPOSAL MEETING

A pre-proposal meeting is scheduled as follows.

Date:	April 27, 2016
Location:	10209 – 109 St, Provincial Building, Fairview AB
Time:	1:00 P.M.

Pertinent information regarding this RFP and this project may be conveyed at this pre-proposal meeting. The Society is not responsible for conveying details or minutes of the pre-proposal meeting to potential Proponents who have not attended the meeting.

2.8 ADDENDA

The Society reserves the right to respond to questions, make clarifications and changes, in its sole discretion, to this RFP at any time prior to the Closing Time through the issuance of addenda. Proponents are cautioned to ensure they have received and reviewed all addenda (if any) prior to submitting a Proposal. All addenda issued by the Society form part of this RFP. Should the Society issue any addenda to the RFP, the changes will only be posted on the Alberta Purchasing Connection (APC) (www.purchasingconection.ca) and no other notice will be issued.

2.9 RFP TIMETABLE

Interested parties should obtain the RFP directly from Alberta Purchasing Connection (APC) to facilitate receiving any RFP updates/amendments issued by the Society.

The timetable below shows the anticipated schedule to award this RFP. The dates shown are estimates and the Society will strive to meet the activity dates shown; however, the Society reserves the right to change the schedule at its sole discretion.

Activity	Date
Issuance of Request for Proposal	April 13, 2016
Pre-proposal Meeting	April 27, 2016
Close of Questions	May 4, 2016
Closing Time	May 11, 2016
Interviews (if necessary)	Week of May 23, 2016
Clarification and Negotiation	June 6, 2016
Estimated Contract Award Date	June 13, 2016

2.10 PROPOSAL CONTENT

Proponents should follow the content requirements defined in section 5 of this RFP. Proposals submitted should be in enough detail to allow the Society to determine the Proponent's qualifications and capabilities from the documents received. Every effort should be made to include complete details of the proposed Work.

2.11 EVALUATION OF PROPOSALS

Proposals will be evaluated on a category basis as follows:

Stage 1- Proposal Eligibility.

The Society will examine all Proposals that meet the eligibility requirements as set out in Section 3.1 – Proposal Eligibility.

Stage 2 – Weighted Evaluation.

The Society will evaluate the eligible Proposals using a weighted evaluation scoring method. Proposals will be evaluated using a scoring scale of 1 to 5 with the resulting score then multiplied by the pre-determined weighted evaluation value for each particular criterion. The weighted score for each item will be added together to arrive at an aggregate (total) score for the evaluation. The Society will assign scores at the sole discretion of the Society.

Evaluation Criteria and Weighting
Eligible Proposals will be evaluated for criteria in accordance with the following:
(Modifications to Evaluation Criteria should also be reflected in Proposal Content)

Item	Evaluation Criteria	Weight
1	Organization and Qualifications	10
2	Design and Features	30
3	Project Management and Quality	20

4	Warranty	10
5	Financial	30
	Total	100

Stage 3 – Concurrent Negotiations

The Society may at their sole discretion, invite one or more Proponents for an interview or request further clarification to address any questions or clarifications relating to Proposals. Proponents will be responsible for any costs associated with the preparation for, and attendance at, the interview, to take place at a specified location in the Town of Fairview. An interview can be by a format selected by the Society (i.e. in-person, phone, conference call etc.)

Once the proposals have been evaluated, the Society will enter into concurrent negotiations with the top three (3) highest scoring proponents. During these concurrent negotiations, the Society will provide each proponent with any additional information and will seek further information and proposal improvements from each proponent. After the concurrent negotiations have concluded as determined by the Society, each qualified proponent will be invited to revise its initial proposal and submit its best and final offer (BAFO) to the Society. Each BAFO will be evaluated against the same criteria set out in 2.11 above. The highest ranked proponent will then be selected to enter into a final round of negotiations to finalize the agreement as per 5.8 Proposed Contract.

2.12 ACCEPTANCE OR REJECTION

The Society may, in its sole discretion, accept or reject for its consideration any and all Proposals that contain minor and inconsequential irregularity, or where practicable to do so, the Society may, as a condition of acceptance of a Proposal, request a Proponent to correct an irregularity with no change in proposed price. The determination of what is or is not a minor and inconsequential irregularity, the determination of whether to accept, waive, or require correction of an irregularity, and the final determination of the validity, will be at the sole discretion of the Society.

2.13 CLARIFICATION

The Society reserves the right to seek clarification from any Proponent to assist in the evaluation of its Proposal.

2.14 NEGOTIATION AND SELECTION

By submitting a Proposal, a Proponent accepts that a contract may be negotiated upon notification by the Society with the Proponent whose Proposal is evaluated as the best value. The Society reserves the right to negotiate with any Proponent, or more than one Proponent. If the parties after having negotiated in good faith are unable to conclude a formal agreement, the Society and the Proponent will be released without further obligations other than any surviving obligations regarding confidentiality and the Society may, at its discretion, contact the

Proponent of the next best rated Proposal and attempt to conclude an agreement with it, and so on until an agreement is reached.

The Society may at its discretion 1) negotiate with a Proponent to award a contract for all or a portion of the Work 2) cancel this RFP and issue a new RFP with a new scope of work, or 3) cancel this RFP in its entirety.

2.15 COMMITMENT

Proponents are advised that the Society makes no commitment under this RFP. Any commitment resulting from this RFP will be made by means of a duly authorized contract issued by the Society.

3 COMPETITION CONDITIONS

3.1 PROPOSAL ELIGIBILITY

In order for Proposals to be eligible they must:

a) Be received by the Society by the Closing Time, at the address specified in Section 2 - INVITATION SUMMARY, above;
b) Include a copy of the Acknowledgement Form - Appendix A attached signed by an individual authorized to do so on behalf of the Proponent.

The Society may conduct credit checks as part of the eligibility process, and may request additional financial information from any Proponent, in the Society's sole discretion.

3.2 AMEND OR REVOKE PROPOSAL

A Proponent may amend its Proposal prior to the Closing Time by submitting a clear and detailed written notice to the Procurement Contact. A Proponent may revoke its Proposal at any time prior to an agreement being entered into with the Society by submitting a clear and detailed written notice to the Procurement Contact.

3.3 THE SOCIETY RESERVE RIGHTS

The Society reserves the right to:

a) Waive any irregularity or insufficiency in any Proposal
b) Accept the Proposal which is deemed most favourable to the interest of the Society;
c) Accept any Proposal in whole or in part;
d) Seek Proposal clarification with the Proponents to assist in making evaluations:
e) Negotiate with the selected Proponent;
f) Approve substitutions for the Goods or personnel for the Work;
g) Use any and all ideas presented in any Proposal whether amended or not, and selection or rejection of the proposal does not affect this right;
h) Request re-submission of any or all Proposals;
i) Reject any or all proposals;
j) Require complete, certified copies of all required insurance policies at any time and to accept or reject the Proponent's insurer;
k) Contact references other than, and/or in addition to, those furnished by the Proponent

l) Modify the terms of the RFP at any time in its sole discretion;
m) Internally publish the names of Proponents and any summary cost information deemed appropriate by the Society.

3.4 CONFLICT OF INTEREST

Proponents must fully disclose, in writing to the Procurement Contact on or before the Closing Time, the circumstances of any possible conflict of interest or what could be perceived as a possible Conflict of Interest if the Proponent were to become a contracting party pursuant to the RFP. The Society may reject any Proposals where, in the opinion of the Society, the Proponent could be in a Conflict of Interest or could be perceived to be in a possible Conflict of Interest position if the Proponent were to become a contracting party pursuant to the RFP. For the purposes of this Contract, a "Conflict of Interest" includes, but is not limited to, any situation or circumstance where the Proponent's other commitments, relationships or financial interests (i) could or could be seen to exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgment; or (ii) could or could be seen to compromise, impair or be incompatible with the effective performance of its obligations under the Contract.

3.5 NO LOBBYING

A Proponent or any person associated with the Proponent may not communicate directly or indirectly in relation to this RFP or the evaluation and selection process, in any form of political or other lobbying whatsoever to influence the selection of the successful proponent(s).

3.6 PROPONENT COMMUNICATION

A Proponent may not at any time directly or indirectly communicate with the media in relation to this RFP or any agreement entered into pursuant to this RFP without first obtaining the written permission of the Procurement Contact.

3.7 ILLEGAL OR UNETHICAL CONDUCT

Proponents shall not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud or collusion. Proponents shall not engage in any unethical conduct, including lobbying or other inappropriate communications, offering gifts to directors, employees, officers, or representatives of the Society, deceitfulness, submitting proposals containing misrepresentations or other misleading or inaccurate information, or any other conduct that compromises or may be seen to compromise the competitive process provided for in this RFP.

3.8 COST OF PREPARATION

The Proponent is responsible for all costs of preparing and presenting its Proposal and, if applicable, any negotiation and finalization of any agreement with the Society.

3.9 CONSENT TO USE OF INFORMATION

By responding to this RFP, the Proponent consents, and has obtained the written consent from any individuals identified in the Proposal for the Society to use the personal information provided

in the Proposal to evaluate the Proposal. The successful Proponent shall provide proof of the consent of individuals as described in this paragraph to the Society upon request.

3.10 AGREEMENT ON INTERNAL TRADE

Proponents should note that procurements falling within the scope of Chapter 5 of the Agreement on Internal Trade and the New West Partnership Trade Agreement ("NWPTA") may be subject to those agreements but that the rights and obligations of the parties shall be governed by the specific terms of this RFP. For further reference, please see the Internal Trade Secretariat website at http://www.ait-aci.ca/index_en.htm.

3.11 PROPOSAL RETURN

Proposals and accompanying documentation, upon receipt by the Society, will become the property of the Society and shall not be returned to the Proponent.

3.12 LITIGATION

The Society reserves the right to reject any Proposals received from individuals or legal entities engaged in litigation with the Society as a party adverse in interest at the time of this RFP.

3.13 WORKER'S COMPENSATION

Proponents shall, during the term of the Agreement, maintain Alberta Workers Compensation coverage in order to fully protect both its employees and the Society as may be required by law. Proof of coverage (WCB release) and insurance will be required prior to any contract for the Work.

3.14 INSURANCE REQUIREMENTS

Prior to commencement of the Work, the successful Proponent shall, at its own expense, acquire and maintain the following coverage for the duration of the Contract. The Contractor will promptly provide the Society with confirmation of coverage and, if required, a certified true copy of the policies certified by an authorized representative of the insurer together with copies of any amending endorsements:

i. Employers' Liability insurance covering the Contractor's employees where such employees are not covered by workers' compensation or contingent employers' liability where workers' compensation insurance is not the sole remedy of injured workers - $2,000,000 each occurrence;

ii. Commercial general liability insurance policy providing coverage of at least **FIVE MILLION ($5,000,000.00) DOLLARS** inclusive and in respect of any one claim for injury to or death of any one or more persons or damage to or destruction of property. Coverage to include:

   a. non-owned automobiles;

   b. independent subcontractors;

   c. contractual liability;

d. broad form property damage endorsement;

e. products and completed operations coverage; and

f. such other coverage as the Society may from time to time reasonably require.

i. Automobile liability insurance in respect of licensed vehicles shall have limits of not less than $2,000,000 inclusive per occurrence for bodily injury, death, and damage to property, covering all licensed vehicles owned or leased by the Contractor, and endorsed to provide the Owner with not less than 30 days notice in writing in advance of any cancellation, change or amendment restricting coverage; Builder's Risk Insurance - "All risks" property insurance shall be in the joint names of the Contractor, the Owner, and the Consultant, insuring not less than the sum of the amount of the Contract Price and the full value of any products that are specified to be provided by the Owner for incorporation into the Work, with a deductible not exceeding $2,500. The coverage shall be maintained continuously until 10 days after the date of the final certificate for payment;

The Contractor shall ensure that, except for workers' compensation coverage, all insurance coverage maintained by the Contractor in accordance with this Agreement shall name the Society as an additional insured.

The Insurance Policies shall:

i. include a waiver of subrogation in favour of the Society except under any policy in respect of which, by law, an insurer cannot grant a waiver of subrogation;

ii. name the Society as an additional insured; and

iii. require the insurer to provide 30 days' advance written notice to the Society of cancellation.

If successful, The Proponent must obtain all required insurances and licenses (where applicable) before signing an agreement.

4 SCOPE OF WORK AND DESIGN

4.1 GENERAL

4.1.1 The Proponent, using a team of qualified professionals all licensed to practice in Alberta, will provide services in the following general categories;

- Client consultation;
- Design and construction documents;
- Site preparation and landscaping;
- Construction of facilities, including project management, administration, supervision, commissioning and project close out.

4.1.2 The proposal shall be a 'turn-key' design-build solution to the Society for one (1) day care facility located on lot 1 block x plan 152 1888, east end of E.E.O. Elementary School playground in the Town of Fairview.

4.1.3 The minimum design requirements are listed in Appendix B – Design and Features. Proponents should use Appendix B to confirm that each design requirement is included or exceeded in the proposed design.

All areas must be barrier free and must comply with the Child Care Licensing Act of Alberta.

The Proponent should include the supply and installation of services from the property line in their Proposal.

All fixtures, hardware and accessories should be a commercial, heavy duty grade.

4.1.4 All design and construction work must meet or exceed all applicable codes, regulations and standards including applicable to construction in Alberta.

4.1.5 The Society has identified an affordability ceiling of $1 million in as spent dollar for the design, project management, production, delivery, installation commissioning and associated work for the daycare facility described in this section of the RFP and the referenced attachments.

4.1.6 The daycare facility needs to be available for occupation by June 30st, 2017.

4.1.7 The Society will consider modular facilities as a possible solution.

4.2 SCOPE SUPPORT DOCUMENTS

4.2.1 The following documents form part of this RFP.

Child Care Licensing Act of Alberta

Day Care Phase 1 – Environmental Site Assessment

Fairview Day Care Plot Plan #1

Fairview Day Care Plot Plan #2

Services Map

5 PROPOSAL CONTENT

5.1 PROPOSAL DETAIL

The Proponent is asked to provide as much information as possible when replying to each point throughout the RFP. Unwillingness or inability to comply with any specific provisions in the RFP may result in the Proposal being rejected.

5.1.1 A response submitted should be in enough detail to allow Fairview to determine the Proponent's position from the documents received. Every effort should be made to include complete details of the products and services your firm will provide.

5.1.2 The Proponent should be prepared to make a formal presentation of their proposal to the Society evaluation team upon 5 days' notice.

5.2 INTRODUCTION

5.2.1 Each proposal shall begin with an introductory letter. The letter shall summarize the proposal by discussing key features such as the nature of the Proponents organization, a summary of the proposed design, project timeline, etc.

Proponents should highlight why their proposal should be chosen by illustrating how their organization will bring added value to the design and construction of the facility.

The letter shall be no more than 2 pages in length and signed by the people who prepared the proposal.

5.3 ORGANIZATIONAL INFORMATION AND QUALIFICATIONS

5.3.1 Proponents are to provide supporting documentation as requested below. In addition, Proponents are encouraged to provide additional supporting documentation, to the extent the Proponent deems necessary, to demonstrate how their organization will bring added value to the design, construction, performance and maintenance of the daycare facility.

1) A description of the Proponent's corporation including;
   a. Legal name
   b. Corporate structure
   c. Number of years in business
   d. Name and contact information for Project Manager

2) Information about the Proponent's knowledge, skills and related experience in the project management, design, construction and commissioning of daycare facilities.

3) Information on key groups (consultants, designers, contractors) and personnel to be assigned to the design and construction, manufacturing (if applicable), delivery and commissioning of the proposed facility.

4) Information on three (3) projects completed similar to the one being proposed, including:
   a. A description of each project detailing the scope of your work specifically relating to both the design and the construction.
   c. Contact information of each customer
   d. Completion date or status of the project.

5) Proponents should provide an overview of their Safety Plan for the project. The overview should include:
   a. Contact information for the Safety Officers that will be assigned to the project.
   b. Evidence of good standing with Worker's Compensation Board,
   c. Provide copy of your company safety record for the past 3 years,
   d. A copy of your Certificate of Recognition (C.O.R.),
   e. An explanation of the written system or process your company implements on worksites to ensure Subcontractors/Suppliers meet your safety and environmental requirements.
   f. An explanation of the measure taken to secure the site and qualify staff and subcontractor staff working in a school district.

6) Proponent should provide evidence of their financial capacity to deliver the project, in the form of a letter from a bank or consent of surety.

   The successful proponent will be required to supply to the Society, within two (2) weeks of award, a Performance Bond for not less than fifty percent (50%) of the total tendered price, to be in a form acceptable to the Society.

5.4 PROPOSED DESIGN AND FEATURES

5.4.1 Provide an explanation of the understanding of the scope of the project and how the proposed facilities meet the needs of the Society. Proponents should include performance specifications for the structures and equipment used in the facility, so the evaluators can assess the degree with which the proposal meets their requirements.

5.4.2 Provide conceptual drawings and floorplans of the proposed daycare facility showing principal dimensions and layout of the rooms as specified in Appendix B.

Details of the services to the property line should also be provided.

5.4.3 In addition to this, Proponents are encouraged to provide additional technical specifications, equipment details, drawings and information to the extent the Proponent deems beneficial to promote the qualities of their design.

5.4.4 Proponents are encouraged to provide details of innovations and techniques successfully deployed by their organization to improve the product and services to their customer.

5.4.5 Complete Appendix B – Design and Features, indicating whether the conceptual elements within this RFP are included in your proposal. Use the "Details" column to refer to any specific design details or reference documents.

5.5 FINANCIAL

Proponents should complete pricing information as requested on Appendix C – Financial and Warranty. If an extension or total is incorrect, the net unit price will apply.

All pricing information should be quoted in Canadian funds, exclusive of GST in a form similar to the Appendix C attached.

Pricing should include all costs to deliver a turn-key facility including; project management, construction, delivery, installation, commissioning, acceptance and warranty service to the Society.

5.6 PROJECT MANAGEMENT AND QUALITY ASSURANCE

5.6.1 Proposals should include a project delivery schedule highlighting key project milestones and deliverable dates, demonstrating in a clear and logical sequence, the capability to deliver the project on time, on budget and on specifications with minimal disruption to the project schedule and budget.

5.6.2 Proponents should provide details of the quality assurance programs that will ensure the facility is constructed in accordance with the specifications and the contract and all materials and equipment consistently meet published specifications and contract requirements.

5.7 WARRANTY

5.7.1 The Society requires a sound and low-maintenance design for the facility, quality materials to be used and excellent workmanship during construction. To ensure this, Proponents should indicate the terms of their warranty for the complete project in the Warranty section in Appendix C.

5.8 PROPOSED CONTRACT

5.8.1 The Proponent should submit a proposed contract with their proposal, which will form the starting point for negotiations between the Society and the selected Proponent.

5.8.2 The Society intends to conclude negotiations with the top-ranked proponent within thirty (30) days commencing from the date the Society invites the top-ranked proponent to enter negotiations. A proponent invited to enter into direct contract negotiations should therefore be prepared to provide requested information in a timely fashion and to conduct its negotiations expeditiously.

5.8.3 Proponents should note that if the parties cannot execute a contract within the allotted thirty (30) days, the Society may invite the next-best-ranked proponent to enter into negotiations.

APPENDIX A – ACKNOWLEDGEMENT

RFP# FV012016
Project Title: Fairview Day Care Facility

The Proponent hereby acknowledges that 1) it understands and agrees with the RFP process described in this document, including without limitation that the Society makes no commitment under this RFP; and 2) the information included in this Proposal is correct and it has thoroughly reviewed and has complied with the documents making up this Proposal, including all drawings and specifications as may be listed in the Index, and any amendments or addenda thereto:

CONTACT FOR ADDITIONAL INFORMATION Name: Telephone: Fax: E-Mail:	COMPANY NAME AND COMPLETE ADDRESS GST#:
Date:	Telephone: Fax: E-mail:
Proponent's Name (please print)	Signature

APPENDIX B – DESIGN AND FEATURES

Indicate whether the conceptual elements within this RFP are included in your proposal by entering a Y (yes) or N (no) next to the requirement. Use the "Details" column to explain any specific design details or reference documents.

Room Description	Requirements	Included Y or N	Details
Board/Planning room: This room will be the setting for staff meetings, board meetings and staff planning.	▫ Minimum 290 sq. ft. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
Storage Room A: (see **Note1)	▫ Minimum 280 sq. ft. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ No Windows		
Storage Room B: (see **Note1)	▫ Minimum 280 sq. ft. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ No Windows		
Staff Room:	▫ Minimum 300 sq. ft. ▫ Wheel chair accessible bathroom with toilet and sink only. Barrier free. ▫ Upper and lower cabinets with sink and space for a fridge and microwave (appliances to be included in RFP). Standard counter height, 2ft depth and minimum 6ft length		

APPENDIX B – DESIGN AND FEATURES

Room Description	Requirements	Included Y or N	Details
	▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
Janitor Room:	▫ Vacuum outlet ▫ Window(s) on exterior wall(s) ▫ Cabinets for vacuum storage, tool storage, cleaning products and mop storage. ▫ Floor sink		
Laundry Room:	▫ Space for 2 industrial top loader washing machines. Appliances to be included in RFP. ▫ Space for 2 industrial front load dryers. Appliances to be included in RFP. ▫ Space for floor to ceiling shelving units approximately 6' x 6'		
Kitchen:	▫ Commercial grade kitchen ▫ Triple stainless sinks ▫ Stainless steel counter tops and backsplash ▫ Commercial fire rated range hood vent ▫ Commercial hot water sanitizer, 23"x 25"x 32.5" ▫ Commercial Electric range with 6 burners ▫ Center Island work space, with storage underneath for movable storage carts. ▫ Large commercial double glass door fridge minimum 46.5 cu ft.		

Room Description	Requirements	Included Y or N	Details
	▫ Large commercial upright freezer minimum 24cu ft. ▫ Industrial Microwave – interior dimensions 15" x 17" x 9. ▫ Appliances to be included in RFP. ▫ Walk in pantry with open 12" deep adjustable shelving. Minimum 6 ft. by 6ft in size ▫ Phone jack outlet ▫ Vacuum outlet with under cabinet sweep station ▫ Window(s) on exterior wall(s)		
Office:	▫ Minimum 250 sq. ft. ▫ Phone jack outlet x 2 ▫ Ethernet jack x 2 ▫ Vacuum outlet ▫ Window(s) on exterior wall(s) ▫ Window into the hallway ▫ attached file room with lockable door, approximately 4ft by 6ft		
0 to 19 months Classroom:	▫ Must be a minimum of 270 sq. ft. of useable floor space, not encumbered by cabinets or built in fixtures ▫ Minimum 4ft of lower cabinets and upper, with space left for a counter top bar fridge and microwave (appliances not required in RFP) and to include a sink and faucet.		

Room Description	Requirements	Included Y or N	Details
	▫ Additional 6ft by 6ft space for diaper change station. ▫ Bathroom with small version toilet x 1 and sink x 1. No doors on bathroom space. ▫ Adjoining wall between bathroom and classroom to be a 4 ft. pony wall, no door. ▫ Crib room – 4ft pony wall to section off an 8 x 8 space for cribs, no door to enclose space. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
19 months to 3 years Classroom Room A:	▫ Must be a minimum of 390sq ft. of useable floor space, not encumbered by cabinets or built in fixtures. ▫ Minimum 6 ft. of lower cabinets and upper, with space left for a counter top bar fridge and microwave. (appliances not required in RFP) ▫ Bathroom with small version toilet x 3 in cubicles. ▫ Toilets to be divided by a 4ft bathroom partition, no doors on partition stalls. ▫ Child height sinks x 3 (one must be barrier free) to be located in the classroom adjacent to the toilet area. ▫ Adjoining wall between bathroom and classroom to be a 4 ft. pony wall, no door on bathroom entrance.		

APPENDIX B – DESIGN AND FEATURES

Room Description	Requirements	Included Y or N	Details
	▫ No doors on bathroom space. ▫ Additional 6ft by 6ft space for diaper change station. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
19 months to 3 years Classroom Room B:	▫ Must be a minimum of 390 sq. ft. of useable floor space, not encumbered by cabinets or built in fixtures. ▫ Minimum 6ft of lower cabinets and upper, with space left for a counter top bar fridge and microwave. (appliances not required in RFP) ▫ Bathroom to be shared with Classroom A (see **Note 2) ▫ Additional 6ft by 6ft space for diaper change station. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
3 to 4.5 years	▫ Must be a minimum of 520 sq. ft. of useable floor space, not encumbered by cabinets or built in fixtures		

Room Description	Requirements	Included Y or N	Details
	▫ Minimum 6ft of lower cabinets and upper, with space left for a counter top bar fridge and microwave. (appliances not required in RFP) ▫ Bathroom with standard size toilets x 2. ▫ Toilets to be divided by a 4ft bathroom partition, no doors on partition stalls. ▫ Child height sink x 2 (one must be barrier free), to be located in classroom adjacent to toilet area ▫ Adjoining wall between bathroom and classroom to be a 4 ft. pony wall, no door on bathroom entrance. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
4.5+ Classroom	▫ Must be a minimum of 650 sq. ft. of useable floor space, not encumbered by cabinets or built in fixtures ▫ Minimum 6ft of lower cabinets and upper, with space left for a counter top bar fridge and microwave. (appliances not required in RFP) ▫ Bathroom with standard size toilets x 2. ▫ Toilets to be divided by a standard size bathroom partition, with standard partition doors. ▫ Child height sink x 2 (one must be barrier free), to be located in classroom adjacent to toilet area		

APPENDIX B – DESIGN AND FEATURES

Room Description	Requirements	Included Y or N	Details
	▫ Adjoining wall between bathroom and classroom to be a 4 ft. pony wall, no door on bathroom entrance. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
Out of School Care Room (OSC)	▫ Must be a minimum of 810 sq. ft. of useable floor space, not encumbered by cabinets or built in fixtures ▫ Minimum 8ft of lower cabinets and upper, with kitchen sized sink and space left for a counter top bar fridge and microwave. (appliances not required in RFP) ▫ 2 separate fully enclosed Bathrooms with standard size toilet and sinks, one to be barrier free. ▫ Phone jack outlet ▫ Ethernet jack ▫ Vacuum outlet ▫ Window(s) on exterior wall(s)		
General Facility Requirements:	▫ Phone Jack in all rooms at counter height ▫ Vacuum outlets in all rooms and hallways ▫ 2 Electrical outlets at counter height in all classrooms that have counters. ▫ Hot and cold exterior tap in the playground area. ▫ All exterior doors to be wheelchair accessible.		

Room Description	Requirements	Included Y or N	Details
	▫ Walls to be dry wall with a quality washable paint. ▫ No baseboards – industrial linoleum up the wall to a height of 8" with cap - Bathrooms up the wall to the height 3ft with cap. ▫ All windows to be a minimum 2ft off the floor and open from the top. ▫ Separate hot water lines to the kitchen and janitor rooms. All other hot water taps to be set at lower temp for safety. ▫ All interior doors to open into the room. Classroom doors and office door to have windows. ▫ Main entry to be double doors. ▫ Hallway to be 7ft wide to accommodate lockers. ▫ Lockers to be included in RFP: Dimensions are 12" depth x 12" wide x 48" height. ▫ HVAC system to include Air conditioning. ▫ Pitched Roof ▫ It is preferable to have all Classrooms on the west side of the building and for all classrooms to have an exterior door with window opening to the playground. ▫ Stairs and wheel chair accessible ramp to the front entrance. ▫ Front entry to have a covered patio for weather protection.		

APPENDIX B – DESIGN AND FEATURES

Room Description	Requirements	Included Y or N	Details
Landscaping	▫ The current fence encompasses the original site and will be moved to the west to the new property line prior to any construction to protect the children in the adjoining school playground, by the Society. ▫ New fence construction and labour to be included in RFP as per Plot plan #2 ▫ 6ft chain-link fencing to match current installed fence, one walk through gate and one drive through gate required. ▫ Playground to be graded for drainage, levelled and free of construction debris.		
Parking lot – to be quoted as a separate cost.	▫ Construction and labour to construct staff parking lot to the north side and parent parking lot to the east as per Plot Plan #1		

** Note1: Storage Room A & B to be adjacent and have an adjoining door.

*** Note2: 19 months to 3 years Classroom A & Classroom B to be adjoining with the bathroom as the adjoining space to service both rooms.

Executed at _____ in the Province of Alberta, this _____ day of _____A.D. 2016

Signature of Proponent or person authorized to commit on behalf of the Proponent.

Proponent Corporate Name

_____

Authorize Signature

_____

Printed Name

_____

Position

_____

APPENDIX C – FINANCIAL AND WARRANTY

FINANCIAL

A) Proponents should provide prices to provide a 'turn-key' design-build solution for one (1) day care facility as per section 4 – Scope of Work and Design in this RFP.

DESCRIPTION	TOTAL AMOUNTS
Design, Drawings and Permits	
Site Preparation	
Construction	
Fixtures and Appliances	
Landscaping	
SUB TOTAL	
Add GST	
TOTAL PRICE	

B) Proponents should provide a separate price for the parking lot in the following chart.

Parking Lot

DESCRIPTION	TOTAL AMOUNTS
Site Preparation	
Construction	
SUB TOTAL	
Add GST	
TOTAL PRICE	

All pricing information must be quoted in Canadian funds.

APPENDIX C – FINANCIAL AND WARRANTY

C) WARRANTY

Proponents should indicate the terms of their warranty or warranties for the complete project.

The warranty period of _____ months will commence on the date the project is deemed substantially complete and ready for operation. The Municipality will establish this completion date.

List below any specific terms and/or exclusions of the warranty:

Executed at _____ in the Province of Alberta, this _____ day of _____A.D. 2016

Signature of Proponent or person authorized to commit behalf of the Proponent.

Proponent Corporate Name

_____

Authorize Signature

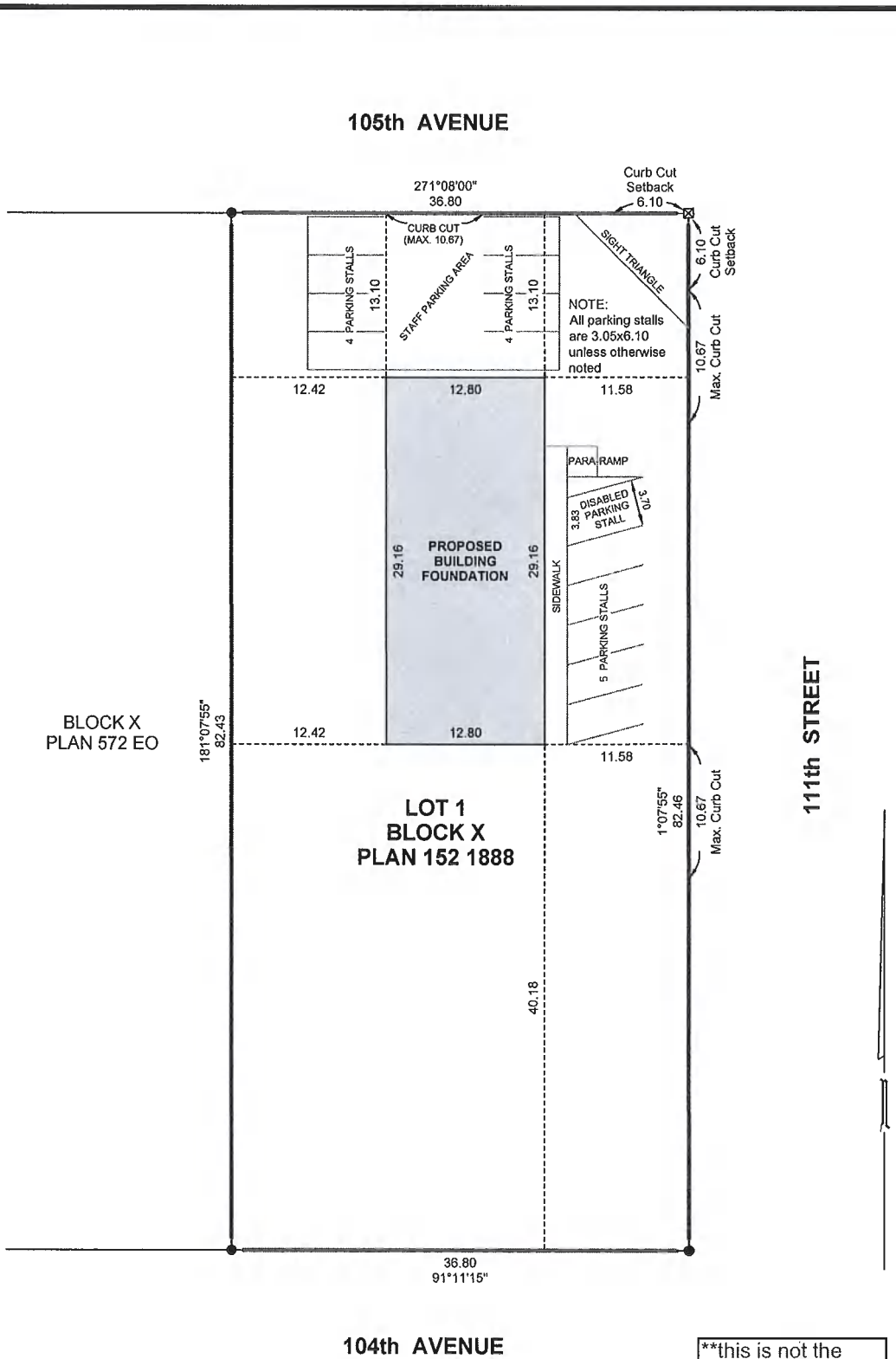
_____

Printed Name

_____

Position

_____



**this is not the suggested size of the building - use for location reference only.

CLIENT: FAIRVIEW DAY CARE & PLAYSCHOOL SOCIETY
PROPERTY ADDRESS: 10404 - 111 STREET
C.of T. No.: 152 118 209
LAND USE DISTRICT: COMMUNITY (COM)

LEGEND:
Measurements are in metres and decimals thereof.
Statutory iron post found shown thus ..
Calculated point shown thus .....
M. ..... Meridian
N.,S.,E.,W. .. North, South, East and West
Sec. ..... Section
Rge. ..... Range
Twp. ..... Township
Lot area is 3034 square metres

CALC'D BY: IDC | DRAWN BY: DJM

PLAN SHOWING
PROPOSED BUILDING LOCATION
WITHIN
Lot 1 Block X Plan 152 1888
(N.W.1/4 Sec.34 Twp.81 Rge.3 W.6M.)
TOWN OF FAIRVIEW

No.	DATE	REVISION / ISSUED
0	JUNE 18, 2015	- PLAN ISSUED

MIDWEST SURVEYS
#121 - 8805 Resources Road
Grande Prairie, Alberta
T8V 3A6
Phone 780-832-4801
Fax: 780-832-4805

SCALE 1:400 | DWG: GP-0218-15-PLP

Box 189,
FAIRVIEW, ALBERTA
T0H 1L0

Email: mdinfo@mdfairview.ab.ca

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

March 5, 2016

Fairview Playschool and Day Care Society
Box 2169
Fairview, AB T0H 1L0

Attn: Sheila Landry

Dear Sheila,

Re: New Day Care Facility Construction Project

On behalf of Council of the Municipal District of Fairview No. 136, I would like to thank you for your presentations to the Heart of the Peace Economic Development Committee regarding the need for a new day care facility in Fairview. As a result, Council discussed the importance of adequate day care facilities and at their February 23, 2016 regular Council meeting passed the following motion:

Motion#16-106

Councillor Johnson	**Moved that the MD of Fairview No. 136 provide funding assistance to the Fairview Playschool and Day Care Society in the form of a loan in the amount of 25% of construction costs, to a maximum of $250,000, for the construction of a day care facility that has increased capacity. CARRIED**

Specific terms of the loan can be addressed in the future, prior to disbursal of funds.

We realize the additional planning, design and request for proposal work required to accommodate the increased capacity will lead to adjustments to your construction timeline. For that reason, we are pleased to also provide to you, the enclosed letter to the Peace River School Division No. 10 in support of your request for time extensions on the terms of your agreement with them.

I am also pleased to enclose a Letter of Support that may accompany funding applications you submit in your efforts to secure further funding for your project.

Council of the Municipal District of Fairview No. 136 thanks the Fairview Playschool and Day Care Society, and all others involved, for the many volunteer hours and efforts put into this project. We are very hopeful that through your efforts and the support of our community, the need of a new day care facility to benefit our area will be realized soon.

Yours truly,

Sandra Fox, CAO
Municipal District of Fairview No. 136

enclosures

TOWN OF FAIRVIEW

P.O. Box 730, Fairview, Alberta T0H 1L0
Provincial Building, 101, 10209 – 109 Street
Phone: 780-835-5461 Fax: 780-835-3576
Email: reception@fairview.ca
www.fairview.ca

February 23, 2016

Fairview Day Care & Playschool Society
Box 2169
Fairview, AB
T0H 1L0

Re: Financial support of day care building construction

We are happy to inform you that at the February 16, 2016 regular meeting of council, Council resolved as follows:

190216 7.1	*Moved to indicate financial support of 25% of the daycare construction costs, up to $250,000, as a loan.*	*CARRIED*

Council realizes the importance of daycare to the working families in our community and thanks you for the valuable service you provide for our community.

Please feel free to share this letter with other parties as required as you obtain financing for your project.

Sincerely,

Jason Martin
Director of Legislative Services

Clear Hills County

Effective Date: March 10, 2009	Policy Number: **7004**
Title: **BEYOND BORDERS FUNDING**	

1. Policy Statement

1.1. Clear Hills County may provide funding support to community organizations beyond the County borders, and establish a system for evaluating applications and requests.

2. General

2.1. Council may annually during budget deliberations, establish a budget for funding support to community organizations beyond the County borders.

2.2. Council may maintain a reserve to assist community organizations beyond the County borders.

3. Applications

3.1. Applications for Beyond Border funding must be received by the County prior to September 1st of each year.

3.2. Applications must include the following information or documentation:

- A clear statement of the purpose of the proposed project
- Current estimates of total costs
- Project budget indicating all anticipated sources of revenue
- Financial statement

3.3. All applicants will be given the opportunity to present their proposal to Council in person.

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

- Facility or program usage by County residents
- Contribution to County Residents Quality of Life

- Contribution to Regional Residents Quality of Life
- Fund Raising Efforts
- Other Potential Funding Sources
- Capital projects: Enhancement of existing facilities versus new facility construction
- Urgency
- Previous Beyond Border funds received.

4. End of Policy

ADOPTED
Resolution# C203(03/10/09) Date: March 10, 2009

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	**DELEGATION – WORSLEY EARLY CHILDHOOD EDUCATION FOUNDATION – 10:30 A.M.**
File:	51-02-02

DESCRIPTION:

Worsley Early Childhood Education Foundation representatives will be in attendance at 10:30 a.m. to review the 2015 Worsley preschool program that received Family and Community Support Services (FCSS) funding, and to present the 2016 program for FCSS funding consideration.

BACKGROUND:

The application deadline for FCSS funding is June 15th annually.

Family & Community Support Services (FCSS) grant applications are included later in today's agenda for consideration.

RECOMMENDATION:

Resolution by Councillor_____ to accept for information the Worsley Early Childhood Education Foundation delegation that provided a review of their 2015 program that received Family & Community Support Services funding from the county and their proposed 2016 program.

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	**DELEGATION: PEACE RIVER SCHOOL DIVISION 10:45**
File:	51-02-02

DESCRIPTION:

Representatives of the Peace River School Division will be in attendance at 10:45 a.m. to review the 2015 Student Councillor program that received Family and Community Support Services (FCSS) funding, and to present the 2016 program for FCSS funding consideration.

BACKGROUND:

The application deadline for FCSS funding is June 15th annually.

Family & Community Support Services (FCSS) grant applications are included later in today's agenda for consideration.

RECOMMENDATION:

Resolution by Councillor_____ to accept for information the Peace River School Division delegation that provided a review of their 2015 program that received Family & Community Support Services funding from the county and their proposed 2016 program.

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

Clear Hills County
Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	**PUBLIC HEARING - Bylaw 206-16 10:00 a.m.**
File:	61-02-02

DESCRIPTION:

There is a 10:00 a.m. public hearing for Bylaw 202-16, a Bylaw to repeal Bylaw 202-16, including the attached Schedule A, thereby rezoning a 4.05 hectare (10 Acre) parcel of NW 17-85-5-W6M back to "Agricultural District 1 (AG-1)" from "Rural Industrial District (R-M)".

BACKGROUND:

First reading was given to this bylaw on April 26, 2016

The Bylaw is included later in today's agenda for further consideration.

The Public Hearing was advertised in accordance with the Section 606 (a) and (b) of the Municipal Government Act, and by registered mail to landowners within a 5 mile radius as per Resolution C195-16(04/12/16)

ATTACHMENTS:

- Public Hearing Notice

RECOMMENDED ACTIONS:

That the Reeve recess the Council meeting at 10:00 a.m. to accommodate the public hearing and reconvene the Council meeting at the conclusion of the hearing.

Initials show support - Reviewed by: **Manager:** AB **CAO:** AL

CLEAR HILLS COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND-USE BYLAW NO. 206-16

Pursuant to Section 692 (1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, and Sections 230 and 606, notice is hereby given that the Council of Clear Hills County will hold a public hearing prior to the Second Reading of Bylaw No. 206-16 for an amendment to Clear Hills County Land Use Bylaw No. 107-08.

The proposed amendment is to repeal Bylaw No. 202-16, rezoning lands known as Part of NW 17 85 5 W6M back to "Agricultural District – 1 (AG-1)" from "Rural Industrial District (R-M)" and to repeal the following: to add "accessory use" as a permitted use within the "Rural Industrial District (R-M)" to permit a lunch room within a recreational vehicle as an accessory use, on the 4.05 hectare (10 acre) parcel.

The Public Hearing is to be held on June 28, 2016 at 10:00 a.m. in the Council Chambers of Clear Hills County. The proposed land use bylaw may be viewed at the Clear Hills County Office in Worsley, Alberta during regular office hours. Please forward written submissions to the Chief Administrative Officer prior to June 23, 2016, 3:00 p.m. If you have any questions regarding the hearing or the bylaw, please contact the County office at 780-685-3925.

Clear Hills County
Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	**PUBLIC HEARING - Bylaw 207-16 10:00 a.m.**
File:	61-02-02

DESCRIPTION:

There is a 10:00 a.m. public hearing for Bylaw 207-16, a Bylaw to amend Land Use Bylaw 107-08 with additional advertising procedures for land use bylaw amendments.

BACKGROUND:

First reading was given to this bylaw on April 26, 2016

The Bylaw is included later in today's agenda for further consideration.

The Public Hearing was advertised in accordance with the Section 606 (a) and (b) of the Municipal Government Act and distributed by bulk mail-out as per resolution C028 (01/13/09)

ATTACHMENTS:

- Public Hearing Notice

RECOMMENDED ACTIONS:

That the Reeve recess the Council meeting at 10:00 a.m. to accommodate the public hearing and reconvene the Council meeting at the conclusion of the hearing.

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

CLEAR HILLS COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND-USE BYLAW NO. 207-16

Pursuant to Section 692 (1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, and Sections 230 and 606, notice is hereby given that the Council of Clear Hills County will hold a public hearing prior to the Second Reading of Bylaw No. 207-16 for an amendment to Clear Hills County Land Use Bylaw No. 107-08.

The proposed amendment is to revise and add additional provisions related to advertising requirements for a public hearing related to a land use bylaw amendment, as regulated in Section 32.

This includes advertising the public hearing notice for land use bylaw amendments in the Fairview Post and the Banner Post, and by sending notice of amendments that affect the entire County by bulk mail to recipients on the County newsletter mailing list.

Also, advertising the public hearing notice for a land use bylaw amendment in the Fairview Post or the Banner Post for a single property, located outside and not adjacent to the generally accepted boundaries of a hamlet. Notice is also to be sent by registered mail to adjacent property owners within an 8.05 km (5 mi) radius of the property.

Also, advertising the public hearing notice for a land use bylaw amendment in the Fairview Post for property(ies) within a hamlet. Notice is also to be sent by registered mail to each customer on the County's utility list for property(ies) within an affected hamlet(s).

The Public Hearing is to be held on June 28, 2016 at 10:00 a.m. in the Council Chambers of Clear Hills County. The proposed land use bylaw may be viewed at the Clear Hills County Office in Worsley, Alberta during regular office hours. Please forward written submissions to the Chief Administrative Officer prior to June 23, 2016, 3:00 p.m. If you have any questions regarding the hearing or the bylaw, please contact the County office at 780-685-3925.

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	**MANAGEMENT TEAM ACTIVITY REPORT**
File:	11-02-04

DESCRIPTION:

Management activity report for June 14, 2016

ATTACHMENTS:

- Management Activity Report

RECOMMENDED ACTION:

RESOLUTION by .... that the management activity report for June 14, 2016 be accepted, as presented.

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

Management Team

Activity Report for June 14, 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
		March 24, 2015		
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
		May 26, 2015		
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
		January 26, 2016		
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 to set date -Hotels -Ministers
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 replacement of the fuel card lock system at the Fairview Airport in 2016. Until a future Regular Council Meeting.CARRIED.	EA	In waiting
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
		March 8, 2016		
C126-16	03/08/16	RESOLUTION by Councillor Svederus to have a traffic count with four different locations on the Clear Prairie Road. CARRIED.	PWM	
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. CARRIED.	CDM	June 14 Delegation
		MARCH 22, 2016		
C166-16	03/22/16	RESOLUTION by Councillor Croy to continue with attempt to acquire approvals and complete construction to access SW 1-	PWM	ongoing

1

Management Team

Activity Report for June 14, 2016

LEGEND:
Budget Items: Completed Items: Items in Waiting:
CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		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.		
		April 26, 2016		
C212-16	**04/26/16**	**RESOLUTION by Deputy Reeve Ruecker to approve the attendance of all Council to the summer engagement on the Municipal Government Act sessions June 22, 2016 in Peace River, Alberta or June 23, 2016 in Grande Prairie, Alberta venue and times to be announced. CARRIED.**	**EA**	**Sold out in GP & PR**
C217-16	**04/26/16**	**RESOLUTION by Councillor Frixel to draft a letter to Telus Mobility expressing the concerns on the Cellular service in Clear Hills County. CARRIED.**	**EA**	**Letter sent**
		May 10, 2016		
C272-16	**05/10/16**	**RESOLUTION by Councillor Frixel to bring back ideas on distributing communication to the ratepayers regarding emergency events, to a future Council meeting. CARRIED.**	**CDM**	**June 28**
C277-16	**05/10/16**	**RESOLUTION by Councillor Fletcher to accept the offer to purchase from Richard Huppe for Plan 0621299, Block 1, Lot 1, a portion of SE 28-87-7-W6M for a purchase price of $41,000.00 (forty one thousand dollars). CARRIED.**	**CSM**	**In works**
C286-16	**05/10/16**	**RESOLUTION by Councillor Croy to proceed to tender for a side by side equipped for fire suppression and trailer to transport the side by side for the Hines Creek Fire Department. CARRIED.**	**CDM**	**In Works**
		May 31, 2016		
C301-16	**05/31/16**	**RESOLUTION by Councillor Fletcher to set Nomination Day for Monday, June 20, 2016,**	**EA**	**Advertised**

Management Team

Activity Report for June 14, 2016

LEGEND:
Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		and that nomination for the election of candidates for Ward Five will be received at the Clear Hills County Office between the hours of 10:00 a.m. and 12:00 p.m. Noon. CARRIED.		
C302-16	05/31/16	RESOLUTION by Councillor Svederus to proceed with a By-Election for Ward 5 of Clear Hills County. On Monday, July 18, 2016, polls will be open from 10:00 a.m. to 8:00 p.m. at the Menno Simons Community School. CARRIED.	EA	
C303-16	05/31/16	RESOLUTION by Councillor Croy to table the Boards and Committees that will need to be reassigned until after the By-Election. CARRIED.	EA	
C304-16	05/31/16	RESOLUTION by Deputy Reeve Ruecker to bring back Policy 3203 Approach and Maintenance with section 2.6 amended as follows: The County shall upgrade only one approach per residence and one field access approach per half mile of road that are less than 12 meters with priority given to approaches less than 10 meters, upon receipt of written request. CARRIED.	PWM	
C306-16	05/31/16	RESOLUTION by Councillor Croy to approve the attendance of Councillor Frixel to attend the Advanced Biofuels Symposium July 6-8, 2016, in Vancouver, at the Sheraton Wall Centre. CARRIED.	EA	
C308-16	05/31/16	RESOLUTION by Councillor Fletcher to have North Peace Housing Foundation repay the following two loans: as North Peace Housing Foundation has been approved, by ATB Financial, to refinance their debt at a floating interest rate of prime + 0%. Loan #1 Peace River Affordable Housing Project remaining Balance is $442,277.25 (four hundred and forty two thousand two hundred and seventy seven dollars and twenty five cents. Loan # 2 Peace River Affordable Housing Project	CSM	In waiting

Management Team

Activity Report for June 14, 2016

LEGEND:
Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		remaining Balance is $810,391.71 (eight hundred and ten thousand three hundred and ninety one thousand dollars and seventy one cents) and return the funds to the correct reserve. CARRIED.		
312-16	05/31/16	RESOLUTION by Councillor Croy to approve the public hearing date of June 28, 2016 at 10:00 a.m. at the Regular Council meeting for the purpose of public input regarding proposed Bylaw 206-16. CARRIED.	CDM	
313-16	05/31/16	RESOLUTION by Councillor Fletcher to approve the public hearing date of June 28, 2016 at 10:00 a.m. at the Regular Council meeting for the purpose of public input regarding proposed Bylaw 207-16. CARRIED.	CDM	
314-16	05/31/16	RESOLUTION by Councillor Svederus to approve the purchase of a replacement 20 foot enclosed cargo trailer to a maximum of $10,000.00 (ten thousand dollars) using the proceeds of the insurance claim $9,366.00 (nine thousand three hundred and sixty six thousand dollars) and the balance from the Common Services (Vehicles & Equipment) Reserve. CARRIED.	CDM	
317-16	05/31/16	RESOLUTION by Councillor Johnson to investigate the process of degazetting) Secondary Highways. CARRIED.	EA	June 14
C318-16	05/31/16	RESOLUTION by Councillor Svederus to request Alberta Transportation allow the County to offer the County dust Control program to residents along Secondary Highways within the County. CARRIED.	PWM	June 28
C319-16	05/31/16	RESOLUTION by Councillor Svederus to request the Province approve a school zone speed reduction in front of the Bear Canyon Hutterite Colony on Secondary Highway 717.CARRIED.	PWM	Sent email to Paul (PRSD)
C320-16	05/31/16	RESOLUTION by Councillor Johnson to award Tender 2016-13 Construction of	PWM	

Management Team

Activity Report for June 14, 2016

LEGEND:
Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		Access Roads SW-16-83-4-W6M & SW 7-84-2-W6M to Tyran Transport Ltd. in the amount of $84,638.75 (eighty four thousand, six hundred thirty eight dollars and seventy five cents). CARRIED.		
C321-16	**05/31/16**	**RESOLUTION by Council Croy to table the discussion regarding spring versus summer gravel haul until a future Council Meeting. CARRIED.**	**PWM**	**June 14**
C322-16	**05/31/16**	**RESOLUTION by Councillor Fletcher to hire a company from the Hourly Annual Equipment Registry List to grade the Sulphur Lake Beat hourly. CARRIED.**	**PWM**	
C329-16	**05/31/16**	**RESOLUTION by Councillor Croy to authorize the transfer of the 2015-09 Bear Canyon Grader Beat Contract to Boschwick Contracting from Johmar Contracting Ltd. effective May 31, 2016; all terms and conditions of the existing contract to remain the same and be binding on Boschwick Contracting. CARRIED**	**PWM**	**Signed**
		June 14, 2016		
C335-16	**06/14/16**	**RESOLUTION by Councillor Fletcher to open tenders received for Tender 2016-14 Side by Side & Trailer, and bring back recommendations later in today's meeting. CARRIED.**		
C336-16	**06/14/16**	**RESOLUTION by to Councillor Croy open tenders received for Tender 2016-15 Enclosed Cargo Trailer, and bring back recommendations later in today's meeting. CARRIED.**		
C340-16	**06/14/16**	**RESOLUTION by Councillor Croy to approve the attendance of all Council to attend the AAMDC MGA review meeting in St. Isadore on June 20, 2016 at the St. Isadore Community Hall from 10:00 a.m. until 3:00 p.m. CARRIED.**	**EA**	
C341-16	**06/14/16**	**RESOLUTION by Councillor Fletcher to call a Special Council Meeting for Friday, June 24, 2016, at 9:30 a.m. for a delegation with**	**EA**	

Management Team

Activity Report for June 14, 2016

LEGEND:
Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		MLA, Honorable Margaret McCuaig-Boyd, Dunvegan Central Peace-Notley to discuss pertinent items as follows;Biomass Energy Project Wildlife predation-process Bill 6 Local Hospitals- (who is running) Doctors-recruitment and retaining (hospital privileges), natural gas and fertilizer prices Internet/Cellular- lack of towers Highway 64 maintenance and poor condition. MGA Review CARRIED.		
C345-16	**06/14/16**	**RESOLUTION BY Councillor Fletcher to approve a Continuing Education Scholarship of up to $5,000.00 to Tiara Wiseman for Animal Health Technology; $2,500 to be released on proof of acceptance into Animal Health Technology Program and $2,500 to be released on proof of acceptance into Year Two of Animal Health Technology Program. CARRIED.**		
C346-16	**06/14/16**	**RESOLUTION BY Councillor Fletcher to award a Continuing Education Scholarship of up to $5,000.00 to Samantha Janzen for Bachelor of Education & Arts Program; $2,500 to be released on proof of acceptance into Bachelor of Education & Arts Program and $2,500 to be released on proof of acceptance into Year Two Bachelor of Education & Arts Program. CARRIED.**	**CDM**	
C347-16	**06/14/16**	**RESOLUTION BY Councillor Fletcher to approve a Continuing Education Scholarship of up to $5,000.00 to Amber Zacharias for Animal Health Technology; $2,500 to be released on proof of acceptance into Year One of Animal Health Technology Program and $2,500 to be released on proof of acceptance into Year**	**CDM**	

Management Team

Activity Report for June 14, 2016

LEGEND:
Budget Items: Completed Items: Items in Waiting:
CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		Two of Animal Health Technology Program. CARRIED.		
348-16	06/14/16	RESOLUTION BY Councillor Fletcher to award a Continuing Education Scholarship of up to $5,000.00 to Dana Basnett for Therapeutic Recreation – Gerontology Program; $2,500 to be released on proof of acceptance into Therapeutic Recreation – Gerontology Program and $2,500 to be released on proof of acceptance into Year Two Therapeutic Recreation – Gerontology Program. CARRIED.	CDM	
C349-16	06/14/16	RESOLUTION by Councillor Svederus to award Tender 2016-14 Side by Side & Trailer to Scanalta Power Sales for a 2015 Model Yamaha Viking 700 EPS for $18,058.95 and a Excel Tilt deck trailer to haul the Viking for $2,833.95 for a total of $20,892.90 GST included with $16,000.00 to be allocated from the 2016 Capital Budget and the balance from the Fire Equipment Reserve. CARRIED.	CDM	
C350-16	06/14/16	RESOLUTION by Councillor Croy to award Tender 2016-15 Enclosed Cargo Trailer to Fosters Covered Wagons North Inc. for $9,865.00 plus tire levy and GST with funds to be allocated from the insurance proceeds of $9,366.00 and the balance from the Common Services (Vehicles & Equipment) Reserve. CARRIED.	CDM	
C351-16	06/14/16	RESOLUTION by Councillor Johnson to proceed to tender for roof repairs on the storage building (old fire hall). CARRIED.	PWM	
C352-16	06/14/16	RESOLUTION by Councillor Svederus to approve the revised Policy 3203-Approach Construction and Maintenance section 2.6, as presented. CARRIED.	PWM	
C353-16	06/14/16	RESOLUTION by Councillor Johnson to approve the revised Policy 3202- Road Construction Specifications section 3.2, as presented. CARRIED.	PWM	

Management Team

Activity Report for June 14, 2016

LEGEND:
Budget Items: Completed Items: Items in Waiting:
CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
C354-16	06/14/16	RESOLUTION by Councillor Croy to table the discussion regarding the brushing program and bring back to a future Council meeting. CARRIED.	PWM	June 28
C355-16	06/14/16	RESOLUTION by Councillor Croy to investigate entering from the east on forced road off of Range Road 42 on Township Road 831 and Township Road 830.5, to have an access road constructed. Allowing access to NW- 3- 83-4-W6M, and bring back to a future Council meeting. CARRIED.	PWM	June 28

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 Airport. CARRIED.	CSM	2012-2016 Budgets 2015 ✔
October 23, 2012				
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 ✔
		November 27, 2013		
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 ✔
		January 15, 2014		
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 ✔
		September 2014		

Management Team

Activity Report for June 14, 2016

LEGEND:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
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
		September 10, 2015		
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	
		September 23, 2015		
C453-15	09/22/15	RESOLUTION by Councillor Fletcher to include funding in the amount of $560,000.00 (five 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.	PWM CSM	
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	PWM	

Management Team

Activity Report for June 14, 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
		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.		
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		
		February 24, 2016		
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	
		May 5, 2016		
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	

ITEMS IN WAITING

July 10, 2013	

Management Team

Activity Report for June 14, 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
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
		August 28, 2012		
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 Ostrem, Councillor Fletcher, Reeve Johnson Against: Councillor Bigam, Councillor Frixel, Councillor Croy CARRIED.	PW	Waiting on Provincial budget (AB Transport ation)
		February 3, 2015		
C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner. CARRIED.	CSM	
		February 18, 2015		
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. CARRIED.	CDM	
		November 5, 2015		

Management Team

Activity Report for June 14, 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
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.CARRIED.	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. CARRIED.	CDM CSM	Invoice received
		May 5, 2016		
C228-16	04/26/16	RESOLUTION by Councillor Fletcher that this council authorizes the destruction of 2013 monthly reconciliation reports, 2008 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2009. CARRIED.		

Clear Hills County

Request For Decision (RFD)

Meeting:	**Regular Council Meeting**
Meeting Date:	June 28, 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 June 15, 2016 to June 28, 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 June 15, 2016 to June 28, 2016 for a total of $1,103,285.95.

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

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID First	Last
Vendor Name	First	Last	Cheque Number First	Last
Cheque Date	6/15/16	6/28/16		

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1 EYE'D DISPOSAL GARBAGE COLLE	017082	6/28/16	$12,031.25

Invoice Description	Invoice Number	Invoice Amount
TRANSFER STATIONS CONTRACTOR	0032	$12,031.25

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
901740 Alberta Ltd. o/a Hale F	017083	6/28/16	$400.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57793-061416	$400.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ALBERTA ASSOCIATION OF MUNICIP	017084	6/28/16	$13.61

Invoice Description	Invoice Number	Invoice Amount
LUBES COMMISSION	PF-5535--55153	$13.61

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
AMSC INSURANCE SERVICES LTD	017085	6/28/16	$10,245.79

Invoice Description	Invoice Number	Invoice Amount
GROUP HEALTH BENEFITS	2-0418-060116	$10,245.79

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Axia SuperNet Ltd.	017086	6/28/16	$499.71

Invoice Description	Invoice Number	Invoice Amount
JUNE SUPERNET	1000067741	$499.71

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
B & E HOME HARDWARE	017087	6/28/16	$954.17

Invoice Description	Invoice Number	Invoice Amount
TRADESHOW FLOOR MATS	118310	$136.50
WORSLEY FIRE-PARTS	118448	$12.58
WHITELAW WELL	118425	$7.33
JERRY CAN/OIL	118344	$16.53
ROPE & SEALANT	118487	$39.89
JANITORIAL SUPPLIES	118203	$106.97
TRADESHOW DOOR PRIZE	118059	$150.00
STORAGE SHED BLDG SUPPLIES	118501	$484.37

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
BOSCHWICK CONTRACTING	017088	6/28/16	$27,954.15

Invoice Description	Invoice Number	Invoice Amount
CLEARDALE GB07	183	$18,535.65
BEAR CANYON GB09	184	$9,418.50

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CAL-R CONTRACTING LTD.	017089	6/28/16	$14,248.50

Invoice Description	Invoice Number	Invoice Amount
CLEARDALE TRUCK PARKING LOT	9620	$4,751.25

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CLEAN CULVERTS	9607		$630.00
CLEAN CULVERTS	9606		$840.00
CLEAN CULVERTS D.4	9608		$840.00
INSTALL CULVERT	9609		$840.00
INSTALL APPROACH	9610		$735.00
HAUL EQUIP, INSTALL CULVERT	9611		$1,207.50
APPROACH & DITCH REPAIR	9613		$950.25
EUREKA RIVER TRUCKFILL	9612		$435.75
CONSTRUCT APPROACH	9614		$708.75
CENTRELINE CULVERTS	9615		$945.00
CLEARDALE TRUCK PARKING LOT	9616		$1,365.00
CAMPBELL DODGE CHRYSLER LTD.	017090	6/28/16	$1,352.00
Invoice Description	Invoice Number		Invoice Amount
R&M	366451		$1,352.00
CLEAR HILLS CEMETERY SOCIETY	017091	6/28/16	$2,000.00
Invoice Description	Invoice Number		Invoice Amount
2016 CEMETERY GRANT	060816		$500.00
2016 CEMETERY GRANT	06-08-16		$500.00
2016 CEMETERY GRANT	06082016		$500.00
2016 CEMETERY GRANT	JUN8-16		$500.00
CLEARDALE COMMUNITY ENHANCEMEN	017092	6/28/16	$198,582.00
Invoice Description	Invoice Number		Invoice Amount
CCES GRANT PROGRESS PAYMNT #2	311215		$198,582.00
CLEARDALE TRANSPORT	017093	6/28/16	$28,174.15
Invoice Description	Invoice Number		Invoice Amount
WORSLEY GB01	6108928		$13,978.15
EUREKA RIVER GB13	6108929		$14,196.00
COX, FLOYD	017094	6/28/16	$1,811.25
Invoice Description	Invoice Number		Invoice Amount
JANITOR CONTRACT	061716		$1,811.25
COX, GERALD	017095	6/28/16	$5,775.00
Invoice Description	Invoice Number		Invoice Amount
WTP OPERATOR	319855		$5,775.00
DEW-LINE ENTERPRISES	017096	6/28/16	$3,360.00
Invoice Description	Invoice Number		Invoice Amount
TRADESHOW RADIO ADS	16-14		$3,360.00
DHL	017097	6/28/16	$379.85
Invoice Description	Invoice Number		Invoice Amount
SHIP WATER SAMPLES/ETC.	6215292		$131.32
SHIP WATER SAMPLES/NEWSLETTER	6230450		$248.53

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DIAMOND SOFTWARE SOLUTIONS INC	017098	6/28/16	$498.75

Invoice Description	Invoice Number	Invoice Amount
GP TRAINING	D25084	$498.75

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DIMION MICHAEL & GINA	017099	6/28/16	$400.00

Invoice Description	Invoice Number	Invoice Amount
WOLF HUNT INCENTIVE PROGRAM	060616	$400.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DYNAMIC SEEDS LTD.	017100	6/28/16	$438.27

Invoice Description	Invoice Number	Invoice Amount
E.R NON POT TRUCKFILL/CLDL P.L	744583	$286.02
E.R TRK FILL & CLDL TRUCK P.L.	744528	$152.25

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FAIRVIEW AUTO AND INDUSTRIAL S	017101	6/28/16	$9.38

Invoice Description	Invoice Number	Invoice Amount
TARP STRAPS-RESCUE UNIT	965-261527	$9.38

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FEHR TIRE & MAINTENANCE SHOP	017102	6/28/16	$2,788.80

Invoice Description	Invoice Number	Invoice Amount
R&M	1322	$1,386.00
TIRE&TAX	1331	$1,087.80
REPAIR TIRE	1142	$36.75
PULL BEHIND QUAD SPRAYER	1310	$36.75
R&M	1320	$241.50

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FOSSIL COMMUNICATIONS LTD.	017103	6/28/16	$946.47

Invoice Description	Invoice Number	Invoice Amount
REMOVE CELLS & ADD BOOSTER	38546-01	$946.47

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FOSTER'S COVERED WAGONS	017104	6/28/16	$10,375.05

Invoice Description	Invoice Number	Invoice Amount
ENCLOSED CARGO TRAILER	029826	$10,375.05

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FROESE, JOHN	017105	6/28/16	$50.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57792-061316	$50.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GRANDE PRAIRIE REGIONAL COLLEG	017106	6/28/16	$285.00

Invoice Description	Invoice Number	Invoice Amount
W.I. FIRST AID	4354575-021615	$95.00
W.I. FIRST AID	4990607-021615	$95.00
WEED INSPECTOR FIRST AID	5055818-021615	$95.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GREGG DISTRIBUTORS CO. LTD(FAI	017107	6/28/16	$2,282.74

Invoice Description	Invoice Number	Invoice Amount
WORSLEY FIRE-GLOVES	036-230676	$146.14
PARTS 1806	036-230677	$285.79
PARTS FOR UNIT 1806	036-230313	$229.14
SPRAY CREW SUPPLIES	036-231261	$11.92
SPRAY CREW SUPPLIES	036-230593	$671.03
STROBE & GATE VALVE	036-230594	$938.72

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
H & G MASON HOLDINGS	017108	6/28/16	$724.50

Invoice Description	Invoice Number	Invoice Amount
FILL MATERIAL & HAULING	4833	$724.50

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
H.K.P. TRUCKING	017109	6/28/16	$92.24

Invoice Description	Invoice Number	Invoice Amount
R&M	53504510	$92.24

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HAYES JOHN	017110	6/28/16	$50.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57665-060516	$50.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HINES CREEK PART MART	017111	6/28/16	$237.54

Invoice Description	Invoice Number	Invoice Amount
CLAMP	929-014953	$3.86
CHAIN	929-014841	$69.35
SHOP SUPPLIES	929-014252	$164.33

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HOOVER GLEN	017112	6/28/16	$1,680.00

Invoice Description	Invoice Number	Invoice Amount
MISC BOBCAT WORK & HAUL EQUIP	160613	$1,680.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
KLOVANSKY CONTRACTING	017113	6/28/16	$550.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57641-060516	$550.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
LAKELAND GROUP	017114	6/28/16	$336.00

Invoice Description	Invoice Number	Invoice Amount
SKIDMOUNT PARTS	29518	$336.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MEHLSEN, BRANDON	017115	6/28/16	$800.00

Invoice Description	Invoice Number	Invoice Amount
WOLF HUNT INCENTIVE PROGRAM	060316	$800.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MORGAN, GLEN	017116	6/28/16	$210.00

Invoice Description	Invoice Number	Invoice Amount
BEAVER CONTROL PROGRAM	060916	$210.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MUNI SERVE A DIVSION OF 193041	017117	6/28/16	$17,914.91

Invoice Description	Invoice Number	Invoice Amount
TAXATION CLERK DUTIES	1016	$8,360.89
TAXATION CLERK DUTIES	1014	$9,554.02

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
NEIL'S GENERAL CONTRACTING LTD	017118	6/28/16	$1,387.65

Invoice Description	Invoice Number	Invoice Amount
MEALS & ROOMS FOR WI	21132	$1,387.65

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
NORTH PEACE GAS COOP LTD.	017119	6/28/16	$306.54

Invoice Description	Invoice Number	Invoice Amount
WWTP	583313	$108.38
BCWP	583346	$38.81
CWP	584724	$84.83
CLDL REG. WATER PUMPHOUSE	584917	$74.52

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
R&R ROAD LTD.	017120	6/28/16	$2,352.00

Invoice Description	Invoice Number	Invoice Amount
SL/SC GB16	3591	$2,352.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RECEIVER GENERAL	017121	6/28/16	$164.00

Invoice Description	Invoice Number	Invoice Amount
PAY DEDUCT MAY 29-JUNE 11 2016	061716	$164.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Richardson Sandy	017122	6/28/16	$50.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57646-060716	$50.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RM FUEL & TIRE SERVICES LTD.	017123	6/28/16	$138.60

Invoice Description	Invoice Number	Invoice Amount
TIRE ROTATION	7110	$138.60

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ROCKY MOUNTAIN PHOENIX	017124	6/28/16	$8,190.00

Invoice Description	Invoice Number	Invoice Amount
RESCUE KIT WORSLEY FIRE	IN96935	$8,190.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SCANALTA POWER SALES LTD.	017125	6/28/16	$20,892.90

Invoice Description	Invoice Number	Invoice Amount
SIDE BY SIDE H.C. FIRE	005723	$18,058.95

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
H.C. FIRE SIDE BY SIDE TRAILER	005724		$2,833.95
SCHMALTZ SHELDON	017126	6/28/16	$350.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57477-060216	$350.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
STOKLASKOVA, PAVLA	017127	6/28/16	$50.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57546-061516	$50.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SUN MEDIA A DIVISION OF POSTME	017128	6/28/16	$337.05

Invoice Description	Invoice Number	Invoice Amount
BY ELECTION AD	WD01685203	$295.05
GRAD AD	WD01681823	$42.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
THE STEM AND PETAL COMPANY	017129	6/28/16	$126.00

Invoice Description	Invoice Number	Invoice Amount
FLOWER ARRANGEMENT (KLASSEN)	24162	$126.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TIGER CALCIUM SERVICES INC.	017130	6/28/16	$22,816.50

Invoice Description	Invoice Number	Invoice Amount
CALCIUM	20126A	$8,069.25
CALCIUM	20976A	$6,678.00
CALCIUM	20125A	$8,069.25

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TOWN OF MANNING	017131	6/28/16	$2,500.00

Invoice Description	Invoice Number	Invoice Amount
2016 FIRE SERVICE AGREEMENT	7117	$2,500.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TRAYVEN BEAN	017132	6/28/16	$100.00

Invoice Description	Invoice Number	Invoice Amount
RENTAL DEPOSIT REFUND	57676-060716	$100.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TRINUS TECHNOLOGIES INC.	017133	6/28/16	$1,029.00

Invoice Description	Invoice Number	Invoice Amount
JUNE SERVICE AGREEMENT	P494-15278	$1,029.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TYRAN TRANSPORT LTD.	017134	6/28/16	$6,274.03

Invoice Description	Invoice Number	Invoice Amount
HAUL-CHERRY PT TRUCKFILL YARD	3774A-053116	$316.46
ANN. GRAVEL HAUL-HAULING	3774B-060116	$1,673.07
ANN. GRAVEL HAUL/BACKHOE WORK	20006831	$4,284.50

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
UNITED FARMERS OF ALBERTA	017135	6/28/16	$2,486.83

Invoice Description	Invoice Number	Invoice Amount
SILICONE	213133334	$6.29
POST HOLE AUGER	213132912	$15.00
WEED DISPOSAL BINS	301428972	$570.69
SIGN POSTS	301430690	$14.65
SIGN POSTS	302073577	$908.16
SIGN POSTS	301429169	$673.85
BATTERY & CORE	213133254	$298.19

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
VALLEN	017136	6/28/16	$417.28

Invoice Description	Invoice Number	Invoice Amount
SAFETY SUPPLIES-SPRAY CREW	5499198-00	$417.28

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WAPITI GRAVEL SUPPLIERS	017137	6/28/16	$675,111.54

Invoice Description	Invoice Number	Invoice Amount
E.R. PAVING/SCHOOL TO WTP	060216	$750,123.94

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WARREN'S AUTOMOTIVE LTD.	017138	6/28/16	$909.65

Invoice Description	Invoice Number	Invoice Amount
SEATBELT REPLACEMENT	39925	$446.78
HC SENIOR BUS SERV & INSPECT	39706	$462.87

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WILD ELECTRIC LTD.	017139	6/28/16	$515.99

Invoice Description	Invoice Number	Invoice Amount
LIGHT BULB & BALLAST REPLACE	24335	$515.99

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WOODLAND HOME BUILDING CENTRE	017140	6/28/16	$16.79

Invoice Description	Invoice Number	Invoice Amount
EUREKA RIVER NON POT TRUCKFILL	401032	$16.79

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY GATEWAY INN	017141	6/28/16	$1,167.44

Invoice Description	Invoice Number	Invoice Amount
TRAINING W/H.C. FIRE	433	$38.69
COUNCIL & ASB MTG LUNCHES	430	$1,128.75

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY GENERAL STORE	017142	6/28/16	$555.23

Invoice Description	Invoice Number	Invoice Amount
WATER FOR OFFICE/POP-BEAR AWAR	423029	$53.92
BEVERAGE ORDER	423057	$501.31

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY GRAVEL SUPPLY LTD.	017143	6/28/16	$5,499.85

Invoice Description	Invoice Number	Invoice Amount
FILL, WEIGH, LOAD, HAUL	4340	$1,185.21
CLEARDALE TRUCK PARKING LOT	4337	$2,927.10

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
LOAD, WEIGH, HAUL	4347		$1,387.54
WORSLEY WATER SERVICE	017144	6/28/16	$1,000.00

Invoice Description	Invoice Number	Invoice Amount
HAUL WATER TO BCWP	131612	$250.00
HAUL WATER TO BCWP	131600	$250.00
HAUL WATER TO BCWP	131589	$250.00
HAUL WATER TO BCWP	131795	$250.00

ZACHARIAS, DANNY	017145	6/28/16	$90.00

Invoice Description	Invoice Number	Invoice Amount
COYOTE HUNT INCENTIVE PROGRAM	060616	$60.00
COYOTE HUNT INCENTIVE PROGRAM	061716	$30.00

Report Total $1,103,285.95

Clear Hills County
VENDOR CHEQUE REGISTER REPORT
Payables Management

Ranges:	From:	To:		From:	To:
Cheque Number	First	Last	Cheque Date	6/15/16	6/28/16
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
017082	1EYED01	1 EYE'D DISPOSAL GARBAGE COLLE	6/28/16	ATB	PMCHQ00001021	$12,031.25
017083	901740	901740 ALTA LTD. (FARM)	6/28/16	ATB	PMCHQ00001021	$400.00
017084	AAMDC03	AAMDC	6/28/16	ATB	PMCHQ00001021	$13.61
017085	AMSC05	AMSC INSURANCE SERVICES LTD	6/28/16	ATB	PMCHQ00001021	$10,245.79
017086	AXIA01	Axia SuperNet Ltd.	6/28/16	ATB	PMCHQ00001021	$499.71
017087	B&EHOME01	B & E HOME HARDWARE	6/28/16	ATB	PMCHQ00001021	$954.17
017088	BOSCHWICK01	BOSCHWICK CONTRACTING	6/28/16	ATB	PMCHQ00001021	$27,954.15
017089	CALR01	CAL-R CONTRACTING LTD.	6/28/16	ATB	PMCHQ00001021	$14,248.50
017090	CAMPBELL01	CAMPBELL DODGE CHRYSLER LTD.	6/28/16	ATB	PMCHQ00001021	$1,352.00
017091	CLEARHILLSCEME	CLEAR HILLS CEMETERY SOCIETY	6/28/16	ATB	PMCHQ00001021	$2,000.00
017092	CLEARDALE05	CCES C/O MATHIEU HRYNIUK	6/28/16	ATB	PMCHQ00001021	$198,582.00
017093	CLEARDALE01	CLEARDALE TRANSPORT	6/28/16	ATB	PMCHQ00001021	$28,174.15
017094	COX01	COX, FLOYD	6/28/16	ATB	PMCHQ00001021	$1,811.25
017095	COXGERALD01	GERALD COX	6/28/16	ATB	PMCHQ00001021	$5,775.00
017096	DEWLINE	DEW-LINE ENTERPRISES	6/28/16	ATB	PMCHQ00001021	$3,360.00
017097	DHL01	LOOMIS EXPRESS, A DIV. OF TFI	6/28/16	ATB	PMCHQ00001021	$379.85
017098	DIAMOND01	DIAMOND MUNICIPAL SOLUTIONS IN	6/28/16	ATB	PMCHQ00001021	$498.75
017099	DIMION01	MICHAEL DIMION	6/28/16	ATB	PMCHQ00001021	$400.00
017100	DYNAMIC01	DYNAMIC SEEDS LTD.	6/28/16	ATB	PMCHQ00001021	$438.27
017101	FAIRAUTO	FAIRVIEW AUTO & INDUSTRIAL SUP	6/28/16	ATB	PMCHQ00001021	$9.38
017102	FEHR14	FEHR TIRE & MAINTENANCE SHOP	6/28/16	ATB	PMCHQ00001021	$2,788.80
017103	FOSSIL	FOSSIL COMMUNICATIONS LTD.	6/28/16	ATB	PMCHQ00001021	$946.47
017104	FOSTER05	FOSTER'S COVERED WAGONS	6/28/16	ATB	PMCHQ00001021	$10,375.05
017105	FROESEJ	JOHN FROESE	6/28/16	ATB	PMCHQ00001021	$50.00
017106	GPREGIONAL01	GRANDE PRAIRIE REGIONAL COLLEG	6/28/16	ATB	PMCHQ00001021	$285.00
017107	GREGG01	GREGG DISTRIBUTORS CO. LTD.	6/28/16	ATB	PMCHQ00001021	$2,282.74
017108	H&GMASON01	H & G MASON HOLDINGS	6/28/16	ATB	PMCHQ00001021	$724.50
017109	HKPTRUCK01	H.K.P. TRUCKING	6/28/16	ATB	PMCHQ00001021	$92.24
017110	JHAYES01	JOHN HAYES	6/28/16	ATB	PMCHQ00001021	$50.00
017111	HCPARTMART01	HINES CREEK PART MART	6/28/16	ATB	PMCHQ00001021	$237.54
017112	HOOVER03	GLEN HOOVER	6/28/16	ATB	PMCHQ00001021	$1,680.00
017113	KLOVANSKY	KLOVANSKY CONTRACTING	6/28/16	ATB	PMCHQ00001021	$550.00
017114	LAKELAND02	LAKELAND GROUP	6/28/16	ATB	PMCHQ00001021	$336.00
017115	MEHLSENB	BRANDON MEHLSEN	6/28/16	ATB	PMCHQ00001021	$800.00
017116	MORGANG	GLEN MORGAN	6/28/16	ATB	PMCHQ00001021	$210.00
017117	MUNI	MUNI SERVE A DIVSION OF 193041	6/28/16	ATB	PMCHQ00001021	$17,914.91
017118	NEILSGN01	NEIL'S GENERAL CONTRACTING LTD	6/28/16	ATB	PMCHQ00001021	$1,387.65
017119	NPGAS01	NORTH PEACE GAS COOP LTD.	6/28/16	ATB	PMCHQ00001021	$306.54
017120	R&R01	R&R ROAD LTD.	6/28/16	ATB	PMCHQ00001021	$2,352.00
017121	RECEIVER	RECEIVER GENERAL	6/28/16	ATB	PMCHQ00001021	$164.00
017122	RICHARDSON05	Sandy Richardson	6/28/16	ATB	PMCHQ00001021	$50.00
017123	RM01	RM FUEL & TIRE SERVICES LTD.	6/28/16	ATB	PMCHQ00001021	$138.60
017124	ROMO06	ROCKY MOUNTAIN PHOENIX	6/28/16	ATB	PMCHQ00001021	$8,190.00
017125	SCANALTA01	SCANALTA POWER SALES LTD.	6/28/16	ATB	PMCHQ00001021	$20,892.90
017126	SCHMALTZ01	SHELDON SCHMALTZ	6/28/16	ATB	PMCHQ00001021	$350.00
017127	STOKLASKOVA	PAVLA STOKLASKOVA	6/28/16	ATB	PMCHQ00001021	$50.00
017128	SUNMEDIA	SUN MEDIA A DIVISION OF POSTME	6/28/16	ATB	PMCHQ00001021	$337.05
017129	STEM01	THE STEM AND PETAL COMPANY	6/28/16	ATB	PMCHQ00001021	$126.00
017130	TIGER01	TIGER CALCIUM SERVICES INC.	6/28/16	ATB	PMCHQ00001021	$22,816.50
017131	TOWNMAN01	TOWN OF MANNING	6/28/16	ATB	PMCHQ00001021	$2,500.00
017132	BEAN04	TRAYVEN BEAN	6/28/16	ATB	PMCHQ00001021	$100.00
017133	TRINUS01	TRINUS TECHNOLOGIES INC.	6/28/16	ATB	PMCHQ00001021	$1,029.00
017134	TYRAN01	TYRAN TRANSPORT LTD.	6/28/16	ATB	PMCHQ00001021	$6,274.03
017135	UFA01	UNITED FARMERS OF ALBERTA	6/28/16	ATB	PMCHQ00001021	$2,486.83
017136	VALLEN	VALLEN	6/28/16	ATB	PMCHQ00001021	$417.28
017137	WAPITI01	WAPITI GRAVEL SUPPLIERS	6/28/16	ATB	PMCHQ00001021	$675,111.54

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
017138	WARREN01	WARREN'S AUTOMOTIVE & TOWING L	6/28/16	ATB	PMCHQ00001021	$909.65
017139	WILDELECT01	WILD ELECTRIC LTD.	6/28/16	ATB	PMCHQ00001021	$515.99
017140	WOODLAND02	WOODLAND HOME BUILDING CENTRE	6/28/16	ATB	PMCHQ00001021	$16.79
017141	WGATEWAY	WORSLEY GATEWAY INN	6/28/16	ATB	PMCHQ00001021	$1,167.44
017142	WGENERAL01	4D HOLDINGS LTD.	6/28/16	ATB	PMCHQ00001021	$555.23
017143	WOGR01	WORSLEY GRAVEL SUPPLY LTD.	6/28/16	ATB	PMCHQ00001021	$5,499.85
017144	WWATERSERV01	WORSLEY WATER SERVICE	6/28/16	ATB	PMCHQ00001021	$1,000.00
017145	ZACHARIASDA	DANNY ZACHARIAS	6/28/16	ATB	PMCHQ00001021	$90.00
Total Cheques: 64					Total Amount of Cheques:	$1,103,285.95

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, CLGM Community Development Manager
Title:	**FCSS APPLICATIONS**
File:	51-02-02

DESCRIPTION:
Five applications have been received for the Family and Community Support Services (FCSS) Grant and are presented for Council's consideration.

BACKGROUND:

Applications:	Requested Funding:
1. Youth Enhancement Society – Y.E.S. program For students at the four local schools and community-at-large exposure to art and culture through various mediums. Students served 400+ (k-12; 5 local schools)	$45,000
2. Jeanne Lawrence "Mommy and Me" Social development program for preschool while developing independence and parenting skills in relation to health and development *Other funding*: Parent Link – toys donation Children served 197+*	$26,702
3. Worsley Early Childhood Education Foundation Preschool in a non-denominational format that encourages social skill development through developing positive interpersonal skills, group skills and independence. *Other funding*: fundraisers, in-kind contributions, registration & program fees, rec. board grant. Children served: 14	$16,232
4. Peace River School Division No. 10 – Youth Education Support Worker School Counselor position shared amongst Hines Creek, Worsley and Cleardale. *Other funding*: in kind contributions	$72,069
5. Hines Creek Playschool Society Preschool in a non-denominational format that encourages social skill development through developing positive interpersonal skills, group skills and independence. *Other funding*: registration fees & fundraising Children served: 12	$10,000
Total Applications	$ 170,003

* from previous year Outcome Report

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

Overview of FCSS:

Legislation: *Family and Community Support Services Act* and *Regulation.*

Programming: Delivery of social programs that are preventive in nature to promote and enhance well-being among individuals, families and communities.

Eligible Services – attached for information

FCSS Program Eligibility – attached for information.

ATTACHMENTS: Pages

- Funding history FH1
- FCSS Program Eligibility. . . FPE1 to FPE 3
- Application 1. . . . . A1 to A7
- Application 2. . . . . A8 to A15
- Application 3. . . . . A16 to A23
- Application 4. . . . . A24 to A28
- Application 5 . . . . . A29 to A38

COSTS / SOURCE OF FUNDING (if applicable):

2016 budget remaining of FCSS grant: $116,250

- $117,341 (80-20 split: 80% Province/20% County)
- Province increased funding late 2015 from 100K

County provides an additional $1,750 for two Seniors Week Community Teas x $250, Health Families Christmas Hampers program $250, annual membership fee $500, and $500 annually to the Fairview & District FCSS Resource Centre.

OPTIONS:

1. Approve exceeding the 2016 budget allocation for the FCSS program and approve all grants in the amounts requested with the additional funds to be allocated from the Rate Stabilization Reserve.

2. Approve disbursement of the 2014 FCSS grant to applicants as follows:
   Youth Enhancement Society – Y.E.S. program
   Jeanne Lawrence – Mommy and Me
   Worsley Early Childhood Education Foundation
   Hines Creek Playschool Society

   $ 116,250

Note – Draft motions on next page

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

DRAFT MOTIONS:

If Option 1 is Council's choice:

Resolution by Councillor _____ to approve the following 2015 Family and Community Support Services grants:

Youth Enhancement Society – Y.E.S. program	45,000
Jeanne Lawrence – Mommy and Me	26,702
Worsley Early Childhood Education Foundation	16,232
Peace River School Division – Youth Support Worker	72,069
Hines Creek Playschool Society	10,000
	$170,003

AND

Resolution by Councillor_____ that Council approves an over expenditure of the 2016 Family and Community Support Services program by $53,753 with the additional funds to be allocated from the Rate Stabilization Reserve.

If Option 2 is Council's choice:

Resolution by Councillor _____ to approve the following 2016 Family and Community Support Services grants:

Program is oversubscribed by 31% potential split based on this % could be:

Youth Enhancement Society – Y.E.S. program	30,810
Jeanne Lawrence – Mommy and Me	18,272
Worsley Early Childhood Education Foundation	11,099
Peace River School Division – Youth Support Worker	49,219
Hines Creek Playschool Society	6,850
	$116,250

OR different amounts:

Youth Enhancement Society – Y.E.S. program	
Jeanne Lawrence – Mommy and Me	
Worsley Early Childhood Education Foundation	
Peace River School Division – Youth Support Worker	
Hines Creek Playschool Society	
	$ 116,250

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

7 year history of FCSS grants issued

Background for June 28, 2016 Regular Council Meeting FCSS Grant Applications RFD

In addition to the grant applications received for the bulk of the funds Council also supports:

Seniors' Week Teas 2 x $250 annually

Healthy Families Christmas Hampers (previously Babies Best Start) $250 annually

Fairview & District FCSS Resource Centre $500 annually (starting in 2013)

Recipient	Project Description	Year	Amount	
Fairview & District FCSS Resource Centre	Materials for resource centre	2009	$ 5,000	
Jeanne Lawrence	Mommy & Me program	2012	$ 8,000	*
Jeanne Lawrence	Mommy & Me program	2013	$ 8,000	*
Jeanne Lawrence	Mommy & Me program	2014	$ 9,000	
Jeanne Lawrence	Mommy & Me program	2015	$ 8,000	****
Peace River School Division	Youth Education Support Worker	2010	$ 20,655	
Peace River School Division	Youth Education Support Worker	2011	$ 69,200	
Peace River School Division	Youth Education Support Worker	2012	$ 72,069	*
Peace River School Division	Youth Education Support Worker	2013	$ 72,069	**
Peace River School Division	Youth Education Support Worker	2014	$ 42,000	
Worsley Central School	Healthy Choices Program	2009	$ 13,800	
Worsley Early Childhood Education Fdn	Preschool	2012	$ 8,875	*
Worsley Early Childhood Education Fdn	Preschool	2013	$ 8,875	**
Worsley Early Childhood Education Fdn	Preschool	2014	$ 9,000	
Worsley Early Childhood Education Fdn	Preschool	2015	$ 10,000	****
Youth Enhancement Society	YES program	2008	$ 45,000	
Youth Enhancement Society	YES program	2009	$ 72,000	
Youth Enhancement Society	YES program	2010	$ 85,000	
Youth Enhancement Society	YES program	2011	$ 30,800	
Youth Enhancement Society	YES program	2012	$ 45,000	*
Youth Enhancement Society	YES program	2013	$ 45,000	**
Youth Enhancement Society	YES program	2014/2015	$ 55,000	***
Youth Enhancement Society	YES program	2015	$ 65,000	****
Hines Creek Playschool Society	Preschool	2014	$ 5,000	
Hines Creek Playschool Society	Preschool	2015	$ 8,000	****
Seniors Check In Line	Start up funds	2015	$ 5,000	#

* 2012 $17,049 from Rate Stabilization Reserve

**2013 $33,6944 from Rate Stabilization Reserve

***2014 C508-14(08/26/14) additional 20K after January 1 from 2015 budget =35K+20K

**** 2015 $11,000 from Rate Stabilization Reserve

late 2015 funding increase from Province, used those funds.

FH1

FCSS Program Eligibility

The following table identifies the eligibility of numerous programs and services. Reasons for ineligibility are not meeting FCSS criteria or that the programs receive funding from other provincial programs.

- **Note- if a core service is determined to be ineligible, funding may be provided to assist with community development activities such as public education/awareness and volunteer training/development for the service.**

Program	Eligible	Ineligible
ABC Headstart	Social development of preschool children	Education Preparation
Adult Tutoring		✓
Bicycle Safety Programs		✓
Block Parents		✓
Capital Costs	Office equipment, furnishings and supplies essential to the operation of the program	Purchase of land or buildings, construction or renovating of buildings, purchase of motor vehicles.
Child Car Seat Safety		✓
Child Find		✓
Christmas Hampers		✓
Clothing Depots/Thrift Shops		✓
Collective Kitchens/Community Kitchens	Developing independence, strengthening coping skills, building interpersonal or group skills	Menu planning, nutrition and budget planning and learning shopping skills
Community Development	✓	
Conference/Event Attendance	Conference designed to encourage the development of healthy lifestyles, leadership skills and/or social responsibility.	Recognition conferences/ events that do not meet FCSS criteria or have an entertainment or recreational focus.
Counseling	Short-term counseling and referral services.	Crisis or treatment counselling.
Crisis, Distress or Help Lines	Public information/education/ volunteer development	Core operating costs.
Day Care/Child Care Ages 0-5		✓
Disaster Services Programming		✓
Drug Awareness Resistance Education (DARE)		✓
Dry Grad Celebrations		✓
Employment Programs or Employment Training Programs		✓

Family School Liaisons	✓	
Family Violence	Public Awareness/ Education volunteer development	Core operating costs.
Fetal Alcohol Spectrum Disorder (prevention activities including public awareness and education)	Prevention activities including public awareness and education	Assessment or support to individual diagnosed with FASD.
Healthy Families/Home visitation Programs	✓	
Home Care (medical services)		✓
Homes Support (non-medical program designed to assist seniors in remaining in their homes).	✓	
Honorarium to FCSS or other organizations receiving funding		✓
Housing Projects	Community engagement, public awareness, needs identification, development of plans and initiatives.	Capital expenses including building costs.
Justice-based Programs		✓
Lifeline/Apello/Medical Alert for seniors.	✓	
Literacy	Developing or promoting parent/child relationships, increasing parental skills.	Improving literacy skills.
Meals on Wheels	Volunteer training, public awareness, purchase of containers.	Core operating costs
Mediation Services	Family confliction mediation services	Justice-based mediation services.
Nutrition Programs		✓
Out of Pocket Expenses for FCSS Board members	✓	
Out of School Care	✓	
Palliative Care		✓
Parent Link Centres	✓	
Pre School Programs	✓	
Quest (Lion's Club Program)		✓
Recreation/Sporting Activities		✓
Roots of Empathy Program	✓	
Safe and Caring Schools		✓
Safety Programs		✓
Santa's Anonymous		✓

Searcy and Rescue Programs		✓
Sexual Assault Centres		✓
Suicide Prevention	Public information, awareness, education, referral services.	Core operating costs.
Summer Fun/Playground Programs	Social Development of Children	Recreational/entertainment activities.
Swim Lessons/Programs	✓	
Transportation Services	Transporting individuals to/from an FCSS event or activity.	Regularly schedule service, including transportation for persons with disabilities.
Victim Services		✓
Volunteer Department	✓	
Women's Shelters		✓
Youth Conferences	Conferences designed to develop healthy lifestyles, leadership or life skills and/or social responsibility.	Recognition events that not meet FCSS criteria or are primarily recreations or sports-focused.
Youth Emergency Shelters		✓
Youth Justice Committees		✓

Clear Hills County
Family and Community Support Services
Funding Application
Application Deadline: June 15

Applicants are reminded to be as concise as possible when providing your information. The success of your application may be affected if they are incomplete or do not provide clear and sufficient information.

APPLICANT INFORMATION:

Registered name of the organization: Youth Enhancement Society

Mailing Address: Box 653
Hines Creek AB

Postal Code: T0H 2A0

Contact Name: Mitzi Gosberson

Phone: 780-494-3334
Fax: 780-494-3335
Email: yesociety@live.com

Incorporation No: 501054644

Date of Incorporation: 2003/06/23

TYPE OF SUPPORT

Please indicate which type of funding support you are applying for:

- ☐ Special Project
  (Short term and not part of the regular operational costs of the organization)
- ☑ Operation Grant
  (On-going operational costs, that tends to be for offsetting the deficits of providing an existing service)

OUTCOMES

Which of the following outcomes under the FCSS Act fits the proposed project?
(Please **check all that apply** – if no outcomes apply – stop filling in the application form and contact the Director of Community Services for consultation)

- ☑ Outcome #1 – Prevention
  Helps people to develop independence, strengthen coping skills and become more resistant to crisis.
- ☑ Outcome #2 – Local Autonomy
  Helps people to develop an awareness of social needs.
- ☑ Outcome #3 - Community Development
  Helps People develop interpersonal and group skills, which enhance constructive relationships among people.
- ☑ Outcome #4 – Accountability
  Helps people and communities to assume responsibility for decisions and actions, which affect them.
- ☑ Outcome #5 – Volunteerism
  Provides support that help sustain people as active participants in the community.

EXECUTIVE SUMMARY:

Agency purpose/mandate - What is the overall purpose of your project/service?

To continue to educate, inspire and support youth in the development of healthy life choices. Maximizing their potential and following through on the realization of dreams and career choices.

Project Goals - What goals have you set out to achieve through your program/service?

To provide Clear Hills County Youth, within the (5) five local schools the opportunity to experience art and culture through various mediums.

Project Description – Provide an overall general description of your project/program or service – include applicable dates/times.

September 1st to June 30, providing performances at County schools – open to the public. Provide weekly facilitation at all 5 schools as a residency intensive curriculum by talented local facilitators

Target Group: What age group(s) will your project/service serve? (Select all that apply.)

0-5 years	✓*	Young adult 19 – 25	✓
6-11years	✓	Adult 25-65	✓*
12-18 years	✓	Senior 65 +	✓*

* all performances open to public.

OUTCOME MEASURES:

Statement of Need - What is the overall issue your project/service is meaning to change or influence? How do you know it is needed?

Isolation and separation due to remoteness. Youth are able to experience out of area cultural experiences brought right to the school by world class performers and artists.

Strategy - What approaches will your project/service use to address this issue?

Regular performances for youth @ County schools. Facilitation through various mediums.

Rationale - Explain why you believe this strategy or approach will work, include evidence based research if possible.

The program is highly attended and receives positive feedback from students, teachers, parents and community members. Facilitation reinforces creative thinking throughout.

Inputs - What resources are you and your group dedicating to this project/service? (Staff, money, materials, partners, volunteers, in-kind services?)

A volunteer board actively makes programming and facilitation decisions. Input is given by (3) principals and (4) facilitators.

Outputs - What will be the direct result of the project/program activities? What will your group provide (workshops, presentations, meetings, other services)? Who will you reach?

Weekly: 400+ students receive YES facilitation
Monthly: 400+ students, staff & community members enjoy performances
Quarterly: board and advisory member meetings.

Indicators of success - What impact will you have on your target population? How will you know that your program is making a positive difference?

Student, teacher, parental and community member feedback.

Measurement tools - What tools will you use to measure your success; interviews, surveys, questionnaires, focus groups, interviews,)

Our measurement to date and continues to be art in various medium forms. Smiles of pride of ownership from students with completed project. Enjoyment & laughter and conversation from all who attend performances

VOLUNTEERISM:

What are the roles of volunteers in the program/project?
Board members provide guidance & direction for all programming. As well as maintain Non-for Profit Society Status.

COORDINATION AND COMMUNICATION:

Identify other organizations in Clear Hills County, which provide similar services.
— NONE —

What co-operative and coordinative steps has the project taken with these agencies?
N/A

Describe the similarities and differences between your proposed project and those identified as already being delivered by these other organizations.
N/A

Should you receive partial funding for your project, what would partial funding **realistically** mean for your overall project/service? What portions of your services would it affect?
THE BOARD would be faced with the difficult decision of laying off facilitators or eliminating performances. Since facilitation and performances are the foundation of YES, the entire program would be at RISK.

Thank you for your submission.

PROPOSED BUDGET

NOTE: ALTERNATE BUDGET SPREADSHEETS **MAY** BE ACCEPTED IF ALL REQUESTED INFORMATION IS INCLUDED:

Expenditures		Amount
Please provide all budget details below:		Provide expenditure amount
Personnel	FACILITATION	
	WEEKLY: 5 SCHOOLS, 400+ STUDENTS	
	SEPTEMBER - JUNE 4 FACILITATORS	43,000
	PERFORMANCES	
Travel/Training		
Materials & Supplies	PAINT, CLAY, CANVAS, GLAZE	1,500
	BEADS, LEATHER, PAPER, BRUSHES	
Facility Costs	WCB	500
Other		
Total Expenditures		45,000
Revenue - Provide all sources of revenue below, including in-kind services and/or donations		Provide revenue amount
	CLEAR HILLS COUNTY	
	FCSS GRANT	
Total Revenue		45,000
FCSS Funding Request:		45,000

Youth Enhancement Society of Hines Creek
Financial Statement and Bank Reconciliation
As at June 30, 2015

Assets:			
Bank Balance as of June 30, 2014			
ATB 1111671			1,492.70
Less: Outstanding Cheques as of 6.30.2014			0.00
Plus: Outstanding Deposit			0.00
Bank Balance as of June 30, 2014			**1,492.70**
Receipts:			
Grant: Clear Hills County		35,000.00	
		20,000.00	
Interest:		5.43	
Total Receipts:		55,005.43	
Expenditures:			
Facilitation Fees:		(38,587.50)	
Performing Arts in School			
Sunergos	(3,087.00)		
Alberta Opera	(2,913.75)		
Gruppo	(3,115.35)		
Beaverlodge Area Cultural Society	(272.00)		
MFT	(444.00)		
Performing Arts in Schools Sub-Total		(9,832.10)	
School Supplies			
Hines Creek	(2,852.18)		
Menno-Simmons & Colony Schools	(2,256.20)		
Worsley	(2,067.51)		
School Supplies Sub-Total		(7,175.89)	
WCB		(205.92)	
Performance Transportation		(607.89)	
Total Expenditures:		(56,409.30)	
Liabilities		0.00	
Net Income (Loss)			(1,403.87)
Book Balance as of June 30, 2015			**88.83**
Bank Balance as of June 30, 2015			
ATB 1111671			8,151.16
Less: Outstanding Cheques as of 6.30.2015			(8,062.33)
Plus: Outstanding Deposit			0.00
Bank Balance as of June 30, 2015			**88.83**

REVIEWED & APPROVED BY:
Barb Hoffman Sept 21/15
NAME / DATE
Leanne J Gretland
NAME / DATE Sept 2

Youth Enhancement Society of Hines Creek

Corporate Access Number 5010542644

For the Year Ending 2015-June-30

Mitzi Godberson	Box 297	Fairview AB T0H 1L0	President/ Treasurer
Barb Hoffman	Box 607	Hines Creek Ab T0H 2A0	Vice-President
Susan Hansen	Box 603	Hines Creek Ab T0H 2A0	Secretary
Leanne Gretland	Box 669	Hines Creek, AB T0H 2A0	Director

RECEIVED
JUN 13 2016
CLEAR HILLS COUNTY

Clear Hills County
Family and Community Support Services
Funding Application
Application Deadline: June 15

Applicants are reminded to be as concise as possible when providing your information. The success of your application may be affected if they are incomplete or do not provide clear and sufficient information.

APPLICANT INFORMATION:

Registered name of the organization:

Mommy & Me

Mailing Address:

Box 20

Cleardale AB

Postal Code: T0H 3Y0

Phone:780-835-9554

Fax:780-685-2261

Email: Mommyandmecleardale@hotmail.com

Incorporation No:508209566

Contact Name: Jeanne Lawrence

Date of Incorporation: 2014

TYPE OF SUPPORT

Please indicate which type of funding support you are applying for:

- ☐ Special Project
  (Short term and not part of the regular operational costs of the organization)

- X Operation Grant
  (On-going operational costs, that tends to be for offsetting the deficits of providing an existing service)

OUTCOMES

Which of the following outcomes under the FCSS Act fits the proposed project?
(Please **check all that apply** – if no outcomes apply – stop filling in the application form and contact the Director of Community Services for consultation)

- X Outcome #1 – Prevention
  Helps people to develop independence, strengthen coping skills and become more resistant to crisis.

- X Outcome #2 – Local Autonomy
  Helps people to develop an awareness of social needs.

- X Outcome #3 - Community Development
  Helps People develop interpersonal and group skills, which enhance constructive relationships among people.

- X Outcome #4 – Accountability
  Helps people and communities to assume responsibility for decisions and actions, which affect them.

- X Outcome #5 – Volunteerism
  Provides support that help sustain people as active participants in the community.

EXECUTIVE SUMMARY:

Agency purpose/mandate - What is the overall purpose of your project/service?

The overall purpose of this project is to provide a social development program for children aged 0-5 years old, while developing independence and parenting skills in relation to health and development. This program will be two fold targeting both the child and the parent.

Project Goals - What goals have you set out to achieve through your program/service?

#1- The first goal of the program is to target young parents and preschool aged children to provide access to social development programs. Parents will develop independence, strengthen their coping skills and build relationships with other moms.

#2- This year our goal is to continue to encompass the majority of Clear Hills County, making local early intervention programs available to all.

#3- to develop and maintain our toy lending library

Project Description – Provide an overall general description of your project/program or service – include applicable dates/times.

The "Mommy and Me" program will run once a week for children aged 0-5 years old and their parents. This program will be available to all parents of children aged 0-5 years old. It will run for 10 months for a total of 40 workshops in the communities of Cleardale, Worsley, Bear Canyon and Eureka River. Providing programing, equipment and resources to local moms.

Target Group: What age group(s) will your project/service serve? (Select all that apply.)

0-5 years	X	Young adult 19 – 25	X
6-11years		Adult 25-65	X
12-18 years		Senior 65 +	

OUTCOME MEASURES:

Statement of Need - What is the overall issue your project/service is meaning to change or influence? How do you know it is needed?

There continues to be a clear lack of social and developmental programs for preschool age children in the County of Clear Hills. This program will be open to all residents of Clear Hills County and will fill such a need. The overall goal of this program is to provide local access, support and information to parents and children aged 0-5 years old so that healthier happier children are raised.

Strategy - What approaches will your project/service use to address this issue?

The "Mommy and Me" program will access the resources of healthcare professionals and experienced child centered specialists by bringing out guest speakers to provide instruction and resources. For the 2016-2017 year we plan to travel to four communities and offer localized programing to reduce the travel needed for moms with small children.

Rationale - Explain why you believe this strategy or approach will work, include evidence based research if possible.

The previous parent workshops offered by Menno Simons Community School, which provided parent education in a workshop format experienced great success. The current format for Mommy & Me has been a success with parents and professionals expressing their support.
After observing several programs from around northern Alberta and reviewing current research on providing grassroots early intervention programs the format for Mommy & Me continues to show success.

Inputs - What resources are you and your group dedicating to this project/service? (Staff, money, materials, partners, volunteers, in-kind services?)

Our collaboration with Parent Link continues to be a success. Recently Mommy & Me received an additional $1200 worth of donated toys and supplies from Parent Link. These toys will then be made available at the Toy Lending Library. As well, our program continues to operate as a volunteer run program.

This is the second year our toy library will be available to the public. In the 2015-2016 toy were borrowed over 50 times, these resources were used by families, teachers and even the Worsley preschool program.

Outputs - What will be the direct result of the project/program activities? What will your group provide (workshops, presentations, meetings, other services)? Who will you reach?

The results of this project will be to provide a workshop format program four times a month for parents while preschool children have the opportunity to receive a preschool program that focuses on play, social development and exercise. Workshops will focus on early intervention, health, child development and social development for parents and their children. Showing parents the importance of play on brain development and healthy attitudes towards lifelong learning. First time parents as well as experienced parents will be the focus group. The preschool age children will be receiving programming at the same time which will appeal to parents and their children. Research has shown that effective parent workshops must include food and programs for their children.

Indicators of success - What impact will you have on your target population? How will you know that your program is making a positive difference?

The impact on the target population (parents of preschoolers and babes in arms) will be a greater awareness of programs, information and resources available to parents in the Clear Hills County. Indicators of success of the program will be attendance, follow up session attendance and participation evaluation of the program.

Measurement tools - What tools will you use to measure your success; interviews, surveys, questionnaires, focus groups, interviews,)

The success of this program will be measured by end of the day conversations with the attendants. Enrollment numbers and parent enthusiasm will also be used to gauge success.

VOLUNTEERISM:

What are the roles of volunteers in the program/project?

Mommy & Me has now become a registered society. This has created opportunities for volunteers to act as executive, board members, advisers and programmers. As well there is ample opportunity for set up, take down and program organization and facilitation. Our program is almost completely run by volunteers. Many hours every week are put into this program for it to continue to succeed. Many of our speakers volunteer their time for the benefit of our program.

COORDINATION AND COMMUNICATION:

Identify other organizations in Clear Hills County, which provide similar services.
For the 2016-2017 year Parent Link (based in Peace River) is planning to continue coordinating and working with Mommy & Me. Because Mommy & Me exists in Clear Hills county Parent Link has been able to develop a "Foot Hold" scenario and are now planning to bring additional programing, in cooperation with Mommy & Me, to all of Clear Hills County. There are no other programs in Clear Hills County that provides early intervention programming for preschool aged children with their parents. This partnership between Mommy & Me and Parent Link has even led to increased numbers of participants.

What co-operative and coordinative steps has the project taken with these agencies?
Parent Link will be working closely with Mommy & Me in the 2016-2017 year to bring additional programing and education to Clear Hills county. As well, Mommy & Me plans to continue to work jointly with several other community groups and services to provide parental involvement and support. Some of these programs groups include the Fairview RCMP detachment, Public Health, Tiny tot Dental Clinic, Fairview Clearhills County Early intervention coalition, Early Intervention services, Alberta transportation, Worsley Ag Society and several others. Mommy & Me has also been lucky enough, in the 2015-2016 year, to partner with both Menno Simons Community school and Worsley Central School to bring in presenters that all children enjoy. This included, but was not limited to, an agricultural Petting zoo (enjoyed by grade k-6 from Worsley Central school and Worsley Preschool) and a reptile petting zoo (enjoyed by Menno Simons Community School). For the 2016-2017 years we plan to partner with several groups and schools to bring in a bicycle Rodeo, a petting zoo, a reptile petting zoo, dog sled demonstration and a canine search and rescue demonstration.

Describe the similarities and differences between your proposed project and those identified as already being delivered by these other organizations.
Parent Link no longer runs a program based out of Hines Creek, therefore the loss of their program has been a loss in early intervention programing for Clear Hills County. Two preschool programs exist in Hines Creek and Worsley. These programs are focused around the child and **do not include the parent.** While Mommy and Me is a whole approach to early intervention that addresses a large variety of concerns. It is parent run and parent driven. Other programs do not provide a whole complete approach to address both the needs of the parent and the needs of the child together. As well, Mommy & Me is the **only** program in Clear Hills County that welcomes children under the age of 3.

Should you receive partial funding for your project, what would partial funding **realistically** mean for your overall project/service? What portions of your services would it affect?
If partial funding is provided for this program there will be a drastic reduction in the services offered. This would include limiting the variety of guest speakers, limiting the communities accessed and possibly causing Mommy & me to not be able to afford to operate at all. Any line items that are under budgeted will be supported from over budgeted line items. Any excess of funding it will be returned to the grantor.

Thank you for your submission.

All

PROPOSED BUDGET

NOTE: ALTERNATE BUDGET SPREADSHEETS MAY BE ACCEPTED IF ALL REQUESTED INFORMATION IS INCLUDED:

Expenditures	Amount
Please provide all budget details below:	Provide expenditure amount
Personnel	
Administration 3 hours a day X $15/hour X 4 days a month X 10 Months	$1800
Preschool programing 7 hours a day X $15/hour X 4 days a month X 10 Months	$4200
Honorarium for guest speakers $200 X 4 days a month X 10 Months	$8000
Toy Library 3 hours a week X $15/hour X 4 days a month X 10 Month	$2160
Travel/Training	
Travel cost for Mommy & Me to Worsley $0.52 X 80km X 1 session/month X 10	$416
Travel cost for Mommy & Me to Bear Canyon $0.52X68kmX 1 session/month X 10	$353.60
Travel cost for Mommy & Me to Eureka River $0.52 X 62km X 1 session/month X 10	$322.40
Travel cost for Mommy & Me to Cleardale $0.52 X 0km X 1 session/month X 10	$0
Materials & Supplies	
Session Resources $50 X 4 sessions a month X 10 Months	$2000
Developmentally appropriate resources $50 X 4 sessions a month X 10 months	$2000
Advertising and office supplies	$200
Nutritious Meals/snacks $100 X 4 sessions per month X 10 months	$4000
Facility Costs	
Cleardale	$500
Worsley	$0
Eureka River	$750
Bear Canyon	$0
Insurance	$795.16
Total Expenditures	$26,702.00
Revenue - Provide all sources of revenue below, including in-kind services and/or donations	Provide revenue amount
Toys donated by Parent Link	$1200
Total Revenue	$1200

FCSS Funding Request $26,702.

Expenditures	Amount
Personnel	
Administration	$1,800.00
Preschool Programming	$4,200.00
Honorarium for Guest Speakers	$8,000.00
Toy Library	$2,160.00
Travel/Training	
Travel cost to Worsley	$416.00
Travel cost to Eureka	$322.40
Travel cost to Bear Canyon	$353.60
Travel cost to Cleardale	$0.00
Materials and Supplies	
Session Resources	$2,000.00
Developmentally Appropriate Resources	$2,000.00
Advertising and office Suplies	$200.00
Nutrisious Meals/Snacks	$4,000.00
Facility Costs	
Cleardale (school Lease)	$500.00
Worsley (Fire Hall)	$0.00
Eureka (Eureka Hall)	$750.00
Bear Canyon (Community Hall)	$0.00
Insurance	$795.16
Total Expenditures	$26,702.00
Revenue	
Toys donated by Parent Link	$1,200.00
Total Revenue	$1,200.00

PEACE PARENT LINK

To Whom It May Concern:

I'm writing this letter on behalf of Peace Parent Link to show our support for the Mommy and Me program. Mommy and Me is an early childhood focused parent support program for families living in Cleardale, Worsley, Eureka River and surrounding rural areas (Clearhills County). Mommy and Me is offered three times a month in three alternating locations (Eureka River Hall, Cleardale School, Worsley Fire Hall). Activities each week vary, but all include an early learning focused component as well as lunch and social time for parents and children.

I have had the pleasure of offering programming to the Mommy and Me group since 2014 through the Parent Link Centre Enhancement Grant Project. EDI results completed through the ECMAP project for the Fairview-Clearhills area showed that scores in all five areas of development were lower than the provincial average. Throughout the past few years, I have had the opportunity to bring a wide range of developmentally appropriate activities to this program. I have also had the chance to serve as a mentor/advisor for program staff to build capacity and support them in offering quality early learning experiences. Our goal is that these enhanced services will impact EDI scores positively when they are evaluated in the future.

A new service we have been able to support through Mommy & Me is a travelling Toy Lending Library system. Peace Parent Link has provided high quality materials to the program for parents to borrow at home and use during programming. This new system has already been very successful with well over 50 loan transactions completed since fall of 2015. We hope to assist Mommy and Me in the future in promoting the library and its availability to Clearhills County families.

I feel very strongly that the Mommy & Me program is a huge asset to Clearhills County. By providing the opportunity for parents to connect with one another, engage in high quality play experiences and have easy access to available parent supports, we are building strong foundations in the ever-important early years. I hope that Mommy & Me will continue to receive funding to carry out their programming. If you have any questions about Mommy & Me or my role within the program, please feel free to contact me at (780) 624-0770 or by email at parentlink.emilys@gmail.com.

Sincerely,

Emily Smith

Family & Community Support Worker

Location Address:
10038 99 street
(780) 624-0770

Peace parentLINKcentre Alberta

Mailing Address:
Box 7732, Peace River
Alberta, T8S 1T3

Vision – All families will have equal opportunities to be the best they can be.
Mission – We are working with families to give children the best start in life.

4/14

May 27th, 2016

To Whom it May Concern,

I am writing you in support of the Mommy and Me program that serves the rural communities of Worsley, Cleardale and Eureka. This fantastic program is run by a dedicated local mom who understands the needs of mothers living in her area.

Mothers of young children living in rural and remote communities can feel isolated and alone. The Mommy and Me program benefits both mom and child and is the only program of its kind operating in the area. This program provides an opportunity for moms living in Worsley, Cleardale and Eureka to meet and connect with each other and for their children to develop and practice important social skills.

As the Alberta Health Services Public Health Promotion Facilitator for the area I've had the pleasure of providing health related education to mom's attending the program. For me, this is a fantastic opportunity to teach important information to an otherwise hard to reach population.

Feel free to contact me with any additional questions you might have.

Sincerely,

Frances Russell, RD
Public Health Promotion Facilitator
2nd, Floor Provincial Building
10320-99 Street, Grande Prairie, AB
T8V 6J4

frances.russell@ahs.ca

WORSLEY EARLY CHILDHOOD EDUCATION FOUNDATION

RECEIVED
JUN 14 2016
CLEAR HILLS COUNTY

Box 287
Worsley AB
T0H 3W0
June 8, 2016

Community Development Manager
Council
Clear Hills County
Box 240
Worsley AB T0H 3W0

RE: Family and Community Support Services Grant

Dear Mrs. Bjorklund and Councillors:

The Worsley Early Childhood Education Foundation is seeking approval again this year for a Family and Community Support Services grant on behalf of the Worsley Preschool. The Worsley ECE Foundation is a non-profit organization operated by parent volunteers from our community. The Worsley ECE Foundation has brought families together to work on the common goal of creating and operating the preschool within the Worsley area; to give our children an otherwise missed opportunity. Thanks to an FCSS grant the past five years from Clear Hills County, our Foundation was able to successfully run the preschool.

The Worsley Preschool provides positive, organized interaction for children with other preschoolers in a non-denominational format that encourages social skill development through developing positive interpersonal skills, group skills and independence. The Worsley Preschool is the only program for preschoolers in our community and is welcoming of all children within this age group to enhance the children's social well-being. We have parents driving in from Bear Canyon, Cleardale, Eureka River and Clear Prairie to bring their children to our Preschool.

The Worsley Early Childhood Education Foundation is pleased to report that we have had a very successful fifth year in operation with seven children attending the Worsley Preschool. The Preschool operated inside the Baptist church's primary classroom and was taught by an Alberta certified educator.

The Worsley Early Childhood Education Foundation is requesting financial assistance in the form of a Family and Community Support Services grant from the Clear Hills County in order to continue the Worsley Preschool. If you have any questions regarding our application, please contact Brittany King at 780-835-1277. Our board would be happy to present and answer questions from the councillors at an upcoming meeting.

Sincerely,

Brittany King

Brittany King
Secretary/Treasurer, Worsley Early Childhood Education Foundation

Clear Hills County
Family and Community Support Services
Funding Application
Application Deadline: June 15

Applicants are reminded to be as concise as possible when providing your information. The success of your application may be affected if they are incomplete or do not provide clear and sufficient information.

APPLICANT INFORMATION:

Registered name of the organization:
Worsley Early Childhood Education Foundation

Mailing Address:
Box 287
Worsley, AB
Postal Code: T0H 3W0

Contact Name: Brittany King

Phone: Brittany – 780-835-1277
Fax:
Email: jbkking05@gmail.com

Incorporation No: 5016185422

Date of Incorporation: July 13, 2011

TYPE OF SUPPORT

Please indicate which type of funding support you are applying for:

- ☐ Special Project
  (Short term and not part of the regular operational costs of the organization)
- ☑ Operation Grant
  (On-going operational costs, that tends to be for offsetting the deficits of providing an existing service)

OUTCOMES
Which of the following outcomes under the FCSS Act fits the proposed project?
(Please **check all that apply** – if no outcomes apply – stop filling in the application form and contact the Director of Community Services for consultation)

- ☑ Outcome #1 – Prevention
  Helps people to develop independence, strengthen coping skills and become more resistant to crisis.
- ☐ Outcome #2 – Local Autonomy
  Helps people to develop an awareness of social needs.
- ☑ Outcome #3 - Community Development
  Helps People develop interpersonal and group skills, which enhance constructive relationships among people.
- ☐ Outcome #4 – Accountability
  Helps people and communities to assume responsibility for decisions and actions, which affect them.
- ☑ Outcome #5 – Volunteerism
  Provides support that help sustain people as active participants in the community.

EXECUTIVE SUMMARY:

Agency purpose/mandate - What is the overall purpose of your project/service?

The Worsley Early Childhood Education Foundation was established in response to community need for an accessible early childhood programming for children aged 3-5. This has been achieved through the Worsley Preschool program.

Project Goals - What goals have you set out to achieve through your program/service?

The Worsley Preschool's goals include developing the whole child through a play based curriculum that supports the growth of many skills relating to the child's social, physical, intellectual, creative and emotional growth. The main goal is to allow children from our remote community to develop age appropriate socialization skills.

Project Description – Provide an overall general description of your project/program or service – include applicable dates/times.

The Worsley Preschool focuses on learning through play, which allows for and recognizes each child's unique learning style, abilities and developmental level. This allows for hands on learning where the curriculum can be guided based on the children's interests and desires, which will lead to more meaningful and concrete learning. This is accomplished through the use of centres, both independent and guided, circle activities (whole group), as well as community based field trips and in class visitors/volunteers.

For the 2015 – 2016 school year, the preschool operated out of the Baptist Church's primary classroom. We hope to continue this for the next school year. The preschool will run Wednesdays from September, 2016 until the end of May, 2017, for approximately 40 days. The preschool classes will run from 9:00 am until 3:45pm.

Target Group: What age group(s) will your project/service serve? (Select all that apply.)

0-5 years	✓	Young adult 19 – 25	
6-11years		Adult 25-65	
12-18 years		Senior 65 +	

OUTCOME MEASURES:

Statement of Need - What is the overall issue your project/service is meaning to change or influence? How do you know it is needed?

The Worsley ECE Foundation was established as a result of the need for early childhood education in our community, as expressed by parents of preschoolers in Worsley. Before our program began, there were no non-denominational programs offered to preschoolers in our community. This need was reflected in our first year enrollment of 11 students, second year enrollment of 7 students, third year enrollment of 10 students, fourth year enrollment of 8 students, fifth year enrollment of 7 students and next year projections of 14 students.

Strategy - What approaches will your project/service use to address this issue?

Children benefit greatly from interacting with other children and adults in a community. They develop confidence, social skills and patience/tolerance.

The Worsley Preschool program will meet the social, physical, intellectual, creative and emotional needs (SPICE) of the children who attend by:
Social -learning to share, cooperate and respect themselves, others and their belongings
Physical- involving fine motor and gross motor activities
Intellectual - providing opportunities for language development, experimentation, discovery and exploration
Creative - providing opportunities for self-expression, and creative problem solving
Emotion - encouraging self-confidence, curiosity, self-discipline, awareness of self and others, ability to learn from mistakes.
This will be accomplished by providing circle activities, centres, fine and gross motor opportunities, early literacy stations, in class library, community based field trips and in class visitors.

Rationale - Explain why you believe this strategy or approach will work, include evidence based research if possible.

The Worsley Preschool focuses on play. Play supports the growth of the whole child by developing many skills relating to their social, physical, intellectual, creative and emotional growth. Learning through play allows for and recognizes each child's unique learning style, abilities and developmental level. This allows for hands on learning where the curriculum can be guided based on the children's interests and desires, which will lead to more meaningful and concrete learning.

Inputs - What resources are you and your group dedicating to this project/service? (Staff, money, materials, partners, volunteers, in-kind services?)

The Worsley ECE Foundation is a not-for-profit group run by parent volunteers. The Worsley Preschool program was and is funded by the generous donations from community members, charging program and registration fees, fundraising completed by Foundation board members and parents of students, as well as receiving FCSS grants from Clear Hills County. The preschool also accepted donations of craft supplies, classroom supplies, books, and storage items from community members and board members. Thanks to an agreement with the Baptist Church, we were able to operate the preschool inside their primary classroom free of charge for the 2013-2016 school years.

In order to be a successful preschool, the foundation hired a provincially certified educator to run the program and a educator's assistant in the classroom each day. We found a teacher along with an educational assistant were necessary in order for greater stability and consistency. However, we still encourage parent volunteer time.

For the 2016-2017 school year, the board will continue to pay an honorarium (money received from a separate grant) to the secretary/treasurer to ensure that the role is filled by qualified personnel.

Outputs - What will be the direct result of the project/program activities? What will your group provide (workshops, presentations, meetings, other services)? Who will you reach?

The WECEF helps parents of preschoolers to connect and work together with the common goal of providing an education and social opportunity for our children. The preschool allows for this much needed social interaction for the children, but also for parents to be involved with their child's education and social development. The direct result is a weekly program geared towards preschoolers to help their development. A new addition to last years' program was a parent's group where parents could have time to interact with other adults while still monitoring their preschooler and younger children who utilized the play space.

Indicators of success - What impact will you have on your target population? How will you know that your program is making a positive difference?

Preschool aged children gain social skills, in addition to intellectual, physical and creative development. The Worsley Preschool program has successfully operated for three sessions from February until June of 2012, and from September - May of 2012-2016. Each child who attended the programs have shown growth in skills and abilities. The children demonstrated a greater ability to share, take turns, co-operate, hold a pencil, write letters, numbers, and shapes, cut paper, listen to other adults, play with their peers, follow directions and routines, and so on.

Measurement tools - What tools will you use to measure your success; interviews, surveys, questionnaires, focus groups, interviews,)

This coming school year, the teacher will continue to complete formal assessment with the children at the beginning, middle and end of the preschool year to show measurable changes. The assessment will include formal testing (in an informal, relaxed process to not upset the children) and anecdotal records. We will also continue parent surveys to assess the program and service offered, as well as to indicate improvements/concerns/questions, as well as bi-monthly board meetings, in which parents are welcome to attend. Each parent is free to speak with the teacher, president or any other board member at any time to discuss concerns and successes.

VOLUNTEERISM:

What are the roles of volunteers in the program/project?

Currently, volunteers run the Worsley Early Childhood Education Foundation. Parent volunteers are also required to participate fundraising endeavors.

COORDINATION AND COMMUNICATION:

Identify other organizations in Clear Hills County, which provide similar services.

A group has formed in Hines Creek but we have not been contacted by the group. We have parents driving their kids in from Bear Canyon, Cleardale, Eureka River and Clear Prairie.

What co-operative and coordinative steps has the project taken with these agencies?

Describe the similarities and differences between your proposed project and those identified as already being delivered by these other organizations.

Should you receive partial funding for your project, what would partial funding **realistically** mean for your overall project/service? What portions of your services would it affect?

In order to be successful, we require funding for the teacher, educational assistant, janitor, secretary/treasurer, and accountant. Previous FCSS grants have been used for teacher and janitor pay. Any discrepancies in funds would result in loss of classroom supplies, books, centers, playground equipment and physical education supplies. We have been saving our extra fundraising dollars for playground equipment and physical education materials.

Thank you for your submission.

PROPOSED BUDGET

NOTE: ALTERNATE BUDGET SPREADSHEETS **MAY** BE ACCEPTED IF ALL REQUESTED INFORMATION IS INCLUDED:

Expenditures	Amount
Please provide all budget details below: (We will need to run 2 classes a week with the number of children we will have this year.)	Provide expenditure amount
Personnel	
Certified Teacher	$14,580.80
Educational Assistant	$6271.20
Janitor	$800.00
Travel/Training	
Staff First Aid Training (2 day course, hotel, mileage)	$700.00
Materials & Supplies	
Classroom supplies – dry erase boards, sensory table, centres (dress-up, kitchen, building), library books, etc	$500.00
Classroom budget – materials, supplies, snacks, craft/art items, paper, workbooks, photocopying, etc	$500.00
Playground & Physical Education Equipment	$500.00
Classroom necessities – table, chairs, library rack, storage, cupboards	$500.00
Facility Costs	
Informal Joint Use agreement with Baptist Church	$0.00
Other	
Liability Insurance	$630.00
Child Care License renewal Fees	$100.00
Accountant *(received a grant from the Worsley & District Recreation Board)*	*$250.00*
Secretary/treasurer (received a grant from the Worsley & District Recreation Board)	*$1500.00*
Society Fees	$50.00
Total Expenditures	**$26,882.00**
Revenue - Provide all sources of revenue below, including in-kind services and/or donations	Provide revenue amount
Fundraising – 2 major fundraisers/year(15/16 year = $3967.62 profit) Goal $250/child	$3500.00
Registration and Program Fees ($225/child)	$3150.00
Grants – Worsley & District Recreation Board (cover treasurer, accountant, fees)	*$4000.00*
Total Revenue	**$10,650.00**
FCSS Funding Request:	**$16,232.00**

List of Officers and Directors

Name	Position Held
Rossworm, Angela	President
Kamphuis, Melissa	Vice-president
King, Brittany	Secretary/Treasurer
Basnett, Jackie	Director
Montpellier, Bridget	Director
Rossworm, Kimberly	Director
Richardson, Brandy	Director
Jodie Lund	Director

2015-2016 Preschool Financial Report

Yearly Income as of June 10, 2016	
School Fees	$1,451.27
Clear Hills County	$10,000.00
Worsley Rec Board	$3,500.00
Fundraisers	$3,967.62
Munchkin Mania	$1,501.14
Coalition Grant	$2,178.61
Total Income	***$22,598.64***

Expenses Paid as of June 10, 2016	
Teacher	$8,193.45
Teacher Assistant	$3,914.56
Payrol Taxes	$1,221.46
Janitor	$580.00
Classroom Supplies	$989.94
Liability Insurance	$630.00
Accountant	$250.00
Secretary/Treasurer	$1,500.00
Office Supplies	$271.28
Travel & Training	$590.90
Total Expenses Pd to date	***$18,141.59***

Fundraisers	**Profit**
Freson Bros hotdog sale	$681.05
Cocobrooks	$970.65
Raffle Tickets	$913.87
Craft Sale Table	$302.90
School Photos	$167.75
Spring Bottle Drive	$931.40
Fundraiser Total	**$3,967.62**

Items purchased through Munchkin Mania	
Melissa & Doug misc toys and puzzles	$171.33
Climb-N-Crawl Caterpillar	$639.47
Picnic Table/Rocker	$274.66
Play-doh, play-doh toys and puzzles	$207.11
Kinetic sand station and puzzles	$138.57
Sensory Table	$70.00
Total	**$1,501.14**

Items purchased with Fairview Coaltion Grant	
Misc craft & snack supplies climbing caterpillar	**$2,178.61**

Account balance as of June 10, 2016 - $7,972.04

Clear Hills County
Family and Community Support Services
Funding Application
Application Deadline: June 15

Applicants are reminded to be as concise as possible when providing your information. The success of your application may be affected if they are incomplete or do not provide clear and sufficient information.

APPLICANT INFORMATION:

Registered name of the organization:
Peace River School Division No. 10

Mailing Address:
10018 - 101 St.
Peace River, AB
Postal Code: T8S 2A5

Phone: 780 · 624 - 4221
Fax: 780 - 624 - 4042
Email: gillespies @prsd.ab.ca

Incorporation No: _____

Contact Name: Susan Gillespie (Johnson)

Date of Incorporation: _____

TYPE OF SUPPORT

Please indicate which type of funding support you are applying for:

- ☐ Special Project
  (Short term and not part of the regular operational costs of the organization)
- ☑ Operation Grant
  (On-going operational costs, that tends to be for offsetting the deficits of providing an existing service)

OUTCOMES

Which of the following outcomes under the FCSS Act fits the proposed project?
(Please **check all that apply** – if no outcomes apply – stop filling in the application form and contact the Director of Community Services for consultation)

- ☑ Outcome #1 – Prevention
  Helps people to develop independence, strengthen coping skills and become more resistant to crisis.
- ☑ Outcome #2 – Local Autonomy
  Helps people to develop an awareness of social needs.
- ☑ Outcome #3 - Community Development
  Helps People develop interpersonal and group skills, which enhance constructive relationships among people.
- ☑ Outcome #4 – Accountability
  Helps people and communities to assume responsibility for decisions and actions, which affect them.
- ☑ Outcome #5 – Volunteerism
  Provides support that help sustain people as active participants in the community.

...ECUTIVE SUMMARY:

Agency purpose/mandate - What is the overall purpose of your project/service?

The Youth Education Support Worker (YESW) program is designed to provide universal, prevention supports for children, youth and families. The YESW works with people to develop problem-solving and resiliency skills to equip them with the necessary tools to work through the inevitable issues + difficulties with healthier outcomes. Emphasis is on healthy life choices, social responsibility, + awareness of post-secondary opportunities.

Project Goals - What goals have you set out to achieve through your program/service?

Provide supports so children + youth are developing his/her gifts + abilities, + healthy life skills.
Empower children + youth to develop healthy interpersonal skills through a variety of peer and family activities.
Build capacity and awareness/education about relevant issues impacting children, youth and families through prevention programs.

Project Description – Provide an overall general description of your project/program or service – include applicable dates/times.

Work with school staff and community partners to provide and coordinate relevant and timely programming for students + their families during the year. Mentorship programming, post-secondary promotions + opportunities, diversity education, relationship skills are intended to equip children + youth with resiliency skills to cope with various issues, seek opportunity, + self-advocate.

Target Group: What age group(s) will your project/service serve? (Select all that apply.)

0-5 years	✓ (E.C.S.)	Young adult 19 – 25	
6-11years	✓	Adult 25-65	✓ Families
12-18 years	✓	Senior 65 +	

...UTCOME MEASURES:

Statement of Need - What is the overall issue your project/service is meaning to change or influence? How do you know it is needed?

The YESW program provides universal prevention, + targeted (small group) service using schools as hubs. It is to build capacity among students, staff, family and community with approaches and programming reflecting the needs and resources of individual communities. Research from other Alberta sites demonstrates the presence of such services increases the ability of children + families to cope with challenges.

Strategy - What approaches will your project/service use to address this issue?

Using the pyramid of intervention as a model, the YESW will focus 70-80% of time on universal prevention programming to build capacity at a broad level.

Rationale - Explain why you believe this strategy or approach will work, include evidence based research if possible.

The move towards universal, prevention programming for all students is supported by Alberta Health Services & Alberta Education, as well as internationally known systems including Positive Behaviour Interventions and Supports (PBIS) and Response to Intervention (RtI).

Inputs - What resources are you and your group dedicating to this project/service? (Staff, money, materials, partners, volunteers, in-kind services?)

The three Clear Hills County schools provide office space for the Youth Education Support Worker at each school, and staff are extremely supportive partners to this work. Peace River School Division provides program coordination through the services of a program co-ordinator for the Youth Education Support Worker + Mental Health Capacity Building Programs

Outputs - What will be the direct result of the project/program activities? What will your group provide (workshops, presentations, meetings, other services)? Who will you reach?

The result of this program will be direct access to a Youth Education Support Worker at each of the three schools in Clear Hills County. Workshops, training, presentations and other services (e.g. event coordination) will be available to students, staff, families and community members. Every student in the county may be reached, as well as families.

Indicators of success - What impact will you have on your target population? How will you know that your program is making a positive difference?

The impact on children, youth and families will be the access to a positive adult role model who has skills and abilities to educate and promote positive life skills and strategies for good mental health + wellness. Capacity will be built among school staff and community partners to spread the impact beyond the schools.

Measurement tools - What tools will you use to measure your success; interviews, surveys, questionnaires, focus groups, interviews,)

Some of the programming offered has built in surveys to measure program impact (e.g. HERDES) and we are also working with FCSS to develop locally-relevant survey questions to gauge program fidelity and impact. Some schools also use "Tell Them From Me" surveys to measure students' outlook on academic, social and emotional issues.

VOLUNTEERISM:

What are the roles of volunteers in the program/project?

Volunteers are welcome to be part of the program. Connecting students and schools with the community can play an important role in building the capacity of a community.

COORDINATION AND COMMUNICATION:

Identify other organizations in Clear Hills County, which provide similar services.

While some agencies share a mandate for prevention programming, we are unaware of other organizations who provide school-based programming such as that provided by the Youth Education Support Worker program.

What co-operative and coordinative steps has the project taken with these agencies?

Part of the focus of the Youth Education Support Worker coordinator is to help connect community, and the Support Workers in the various programs of the school division. We have facilitated training opportunities and secured some grant dollars that were invested in the Clear Hills County Youth Education Support Worker. Efforts will continue in this regard.

Describe the similarities and differences between your proposed project and those identified as already being delivered by these other organizations.

We believe that the Youth Education Support Worker program is unique in the Clear Hills County area. The premise of the program is based on that outlined by the Mental Health Capacity Building Project centered in Peace River. Programming and staffing dollars from the MHCB project have also supported coordination of the Clear Hills County Project in the form of coordinator time and resource sharing/training.

Should you receive partial funding for your project, what would partial funding **realistically** mean for your overall project/service? What portions of your services would it affect?

Partial funding of the Youth Education Support Worker position for Clear Hills County would likely impact the viability of having a full-time worker. Currently, the worker divides the week between Worsley (2 days), Hines Creek (2 days) and Menno Simons (1 day). It is unlikely that a part-time employee would be recruited, and it is unlikely that the students would receive an appropriate, helpful level of service at a reduced time.

Thank you for your submission.

PROPOSED BUDGET

NOTE: ALTERNATE BUDGET SPREADSHEETS **MAY** BE ACCEPTED IF ALL REQUESTED INFORMATION IS INCLUDED:

Expenditures	Amount
Please provide all budget details below:	Provide expenditure amount
Personnel	
1.0 FTE Youth Education Support Worker	
Salary	$50,676
Benefits	$ 7,638
Travel/Training	
For travel between schools, for meetings, and	
professional development activities.	$ 8,755
Materials & Supplies	
Program supplies (art supplies, food, incentives,	
etc. for workshops, presentations, student	
sessions, family nights, or conferences)	$ 1,500
Facility Costs	
Provided by schools (in-kind)	$3,000
Other Registration fees for professional development	
activities, postage, phone, cell phone allowance,	
resources).	$3,500
Program co-ordination (in-kind)	$8,000
Total Expenditures	$83,069
Revenue - Provide all sources of revenue below, including in-kind services and/or donations	Provide revenue amount
Facility costs (office space) - in-kind	$3,000
Program Co-ordination - in-kind	$8,000
Total Revenue	$11,000
FCSS Funding Request:	$72,069

Received via email
June 14/16

Clear Hills County
Family and Community Support Services
Funding Application
Application Deadline: June 15

Applicants are reminded to be as concise as possible when providing your information. The success of your application may be affected If they are incomplete or do not provide clear and sufficient information.

APPLICANT INFORMATION:

Registered name of the organization: Hines Creek Playschool Society

Mailing Address: Box 450 Hines Creek, AB
Fax:
Contact Name: Candice Blake
Email: candie_2244@hotmail.com
Phone: (780) 772-2550
Postal Code:T0H 2A0
Incorporation No:5018236835
Date of Incorporation: April 14, 2014

TYPE OF SUPPORT

Please indicate which type of funding support you are applying for:

u Special Project
(Short term and not part of the regular operational costs of the organization)

✓ a Operation Grant
(On-going operational costs, that tends to be for offsetting the deficits of providing an existing service)

OUTCOMES

Which of the following outcomes under the FCSS Act fits the proposed project?
(Please check all that apply — if no outcomes apply — stop filling in the application form and contact the Director of Community Services for consultation)

u Outcome #1 — Prevention
Helps people to develop independence, strengthen coping skills and become more resistant to crisis.

u Outcome #2 — Local Autonomy
Helps people to develop an awareness of social needs.

✓ u Outcome #3 - Community Development
Helps People develop interpersonal and group skills, which enhance constructive relationships among people.

a Outcome #4 — Accountability

Helps people and communities to assume responsibility for decisions and actions, which affect them.

□ Outcome #5 — Volunteerism

Provides support that help sustain people as active participants in the community.

EXECUTIVE SUMMARY:

Agency purpose/mandate - What is the overall purpose of your project/service?

The purpose of our program is to provide early childhood learning for children in the Clear Hills County community and surrounding areas. The playschool will be designed to promote development and learning through a fun and bright setting, as well as the beginning of educational tools for these children.

Project Goals - What goals have you set out to achieve through your program/service?

The goal of the Hines Creek Playschool is to provide young children with the ability to attend an organized program, to help them learn and grow and become prepared for kindergarten. Our program is designed in keeping with the physical, emotional, intellectual, social, and creative needs of the children.

Project Description — Provide an overall general description of your project/program or service — include applicable dates/times.

Our playschool program usually begins the first full week in September in the kindergarten room at the Hines Creek Composite School. It runs every Monday and Wednesday, with the odd Friday for more active days. We run a morning class from 9 a.m.-11:30 a.m., and an afternoon class from 12:30 p.m.-3:00 p.m. The fall session runs until Christmas, and is then followed by our winter session from Jan-Apr

Target Group: What age group(s) will our project/service serve? Select all that appl	
0-5 years ✓	Young adult 19 — 25
6-11 years	Adult 25-65
12-18 years	Senior 65 +

OUTCOME MEASURES:

Statement of Need - What is the overall issue your project/service is meaning to change or influence? How do you know it is needed?

The need that is being addressed with our program is the lack of Early Childhood Development programs within the Clear Hills County and village of Hines Creek. We have become aware of this by forming a group of interested parents on this issue, by polling social media, and by meeting with the Peace River & Area Early Learning Consultant who works for the Alliance of Early Learning Programs Northwest Region of Alberta. This individual informed us of the recent report from the Alberta Government that was published April 2014 by the Early Child Development Mapping Project. The profiles contained in the report showed that within the Fairview –Clear Hills area 37.7% of children were found to be developing appropriately in all areas compared to the figure of 46.4% for the rest of Alberta. This figure shows the definite need for an increase in these programs for our area. We feel strongly that the need for this playschool program is here, and will definitely be utilized.

Strategy - What approaches will your project/service use to address this issue?

We are still working in conjunction with our local Early Learning Consultant, as mentioned above, to connect us with relevant resources in the community and to advise us with her experience and other programs around us, to make our program the best it can be. We will follow all regulations and planning guidelines to most effectively help meet the needs of the children in our community.

Rationale-Explain Why you believe this strategy or approach will work, include evidence based research if possible.

As shown above in the research report done in Alberta, we believe that having this program available will allow the children of our community to get a better start in education and the introduction in a school setting. Thus helping them become more confident and successful students in the end.

Inputs - What resources are you and your group dedicating to this project/service? (Staff, money, materials, partners, volunteers, in-kind services?

Our program has run solely off volunteer hours for the past 2 years other than the teacher. With the effects of our poor economy we are seeing less parent involvement as many have had to go off to work. We have yet to see this affect our enrollment, and are currently hoping we will be just as successful as the past 2 years. We are seeking grant funding to help with extra expenses and fundraising events. We have installed a 5' fence with a gate, but may have to look at chain link this year as we have a reoccurring cougar problem across the road, and safety of our children is first priority. Our morning class is mainly 3 year olds, so a fully fenced play area with a gate is crucial. We would also like to add more outdoor toys and even a plastic play structure for year round use.

Outputs - What will be the direct result of the project/program activities? What will your group provide (workshops, presentations, meetings, other services? Who will you reach?

The direct result of our playschool would be an increase in Early Childhood programming in our area so that families aren't forced to travel great distances for their children to have this opportunity. We will provide a service that will benefit children age 3-kindergarten in the village of Hines Creek and surrounding areas.

Indicators of success - What impact will you have on your target population? How will you know that your program is making a positive difference?

Just by quick conversations with the Kindergarten and Grade 1 teachers, it has already been seen how our program is benefiting those children who have attended. More focused, driven, and ambitious students are arising. Learning to be more disciplined from that early start and introduction into the school, seeing future teachers and classmates, has just created more of a tight knit bond.

Measurement tools - What tools will you use to measure your success; interviews, surveys, questionnaires, focus groups, interviews...

Ongoing evaluations of our program and ways to increase productivity are one way to ensure success. We also invite parents to attend regular meetings, to discuss any questions or concerns they may have regarding our program or teacher. I'm thinking maybe a satisfaction survey may be great to have for parents to fill out at the end of their sessions, which will help us to make our program more fitting and desirable to those using it.

VOLUNTEERISM:

What are the roles of volunteers in The program/project?

Our parents have all become volunteers in our program, and we form the board of directors for our society. We are responsible for administration, organization, fundraising, and implementing the policies and procedures in our playschool.

COORDINATION AND COMMUNICATION:

Identify other organizations in Clear Hills County, which provide similar services.

There is currently a preschool operating in Worsley, and a Mommy and Me group that holds various activities between Cleardale, Worsley and Eureka River. There is no longer a Parent Link group in Hines Creek as of Christmas 2015.

What co-operative and coordinative steps has the project taken with these agencies?

Upon starting our program I had spoken with the preschool teacher in Worsley about general operations and the running of their program, as well as gaining ideas of how to open our doors. I had been an active member of the Parent Link group for over 6 years that met in Hines Creek, and lack of funding has made them unable to offer their program here anymore. This was a great loss for us as it allowed parents with children under 5 a way to get out and meet other Moms, so right now there is nothing available for children 3 and under. A local Mom has just started up a group for any Mom's to meet at the town playground once a week, because everyone seems to just drift apart when there isn't something organized. Programs like these are crucial for small towns, as you don't realize how many young families with small children there are.

Describe the similarities and differences between your proposed project and those identified as already being delivered by these other organizations.

Our program I believe is quite similar to the preschool offered in Worsley, but we are targeting a different population area that may live half way between our communities. We also differ from these other Mom groups because our program is offered from a teacher in an organized setting and has goals to meet for our children. We want to mimic the kindergarten environment and help children learn and grow to be more ready to enter school.

Should you receive partial funding for your project, what would partial funding realistically mean for your overall project/service? What portions of your services would it affect?

Any funding received would be greatly beneficial for our program. It would give us the ability to expand our organization, and allow us to obtain more learning tools for our children, providing them with the best environment possible. We would be able to purchase needed supplies for optimal performance of our playschool. Also again on the safety issue with the cougar presence in our town and addressing our current fence and storage issues. We did purchase 2 small deck storage containers for small outside toys (balls, hockey sticks, sand toys..) which are used also as some additional space for our teacher as classroom space is very limited.

With the positive feedback and enrollment in our program so far, we are hoping to further build and expand our playschool to its full potential, to assure long term success in providing Early Childhood programming to our community.

Thank you for your submission.

PROPOSED BUDGET

NOTE: ALTERNATE BUDGET SPREADSHEETS MAY BE ACCEPTED IF ALL REQUESTED INFORMATION IS INCLUDED:

Expenditures	Amount
Please provide all budget details below:	Provide expenditure amount
Personnel-Wages	$10,000.00

	EI	$300.00
	CPP	$350.00
	WCB	$250.00
Travel/Training		
Materials & Supplies-School supplies/tools/toys		$2000.00
	Office Materials	$200.00
Fundraising		$3000.00
Facility Costs- Rent		$1000.00
	Insurance	$800.00
	Repairs/Maintenance	$500.00
Other	Interest/Bank	$250.00
	Accounting/Legal	$1000.00
	Advertising/Promotions	$600.00
	Building/Yard/Fence	$5000.00
	Total Expenditures	$25,250.00
- Provide all sources of revenue below, including in-kind services and/or donations		Provide revenue amount
Student Registration		$270.00
Student Fees		$9600.00 (if classes are full)
Fundraising revenue		$4000.00
	Total Revenue	$13,870.00
FCSS Funding Request		$10,000.00

Hines Creek Playschool Society
Balance Sheet As at 31/03/2016

ASSET		
Current Assets		
Chequing Bank Account	12,091.62	
Accounts Receivable	0.00	
Advances & Loans	0.00	
Total Receivable		12,091.62
Purchase Prepayments		0.00
Prepaid Expenses		0.00
Total Current Assets		12,091.62
TOTAL ASSET		12,091.62
LIABILITY		
Current Liabilities		
Accounts Payable		0.00
Vacation payable		0.00
EI Payable	0.00	
CPP Payable	0.00	
Federal Income Tax Payable	0.00	
Total Receiver General		0.00
GST/HST Charged on Sales	0.00	
GST/HST Paid on Purchases	0.00	
GST/HST Owing (Refund)		0.00
Total Current Liabilities		0.00
TOTAL LIABILITY		0.00
EQUITY		
Owners Equity		
Retained Earnings - Previous Year		8,797.72
Current Earnings		3,293.90
Total Owners Equity		12,091.62
TOTAL EQUITY		12,091.62
LIABILITIES AND EQUITY		12,091.62

This financial statement has been reviewed and approved by:

Candice Blake
CBlake
President
June 13/16.

Kim Kuntz
KKuntz
Vice President
June 13, 2016

Printed On: 19/05/2016

Hines Creek Playschool Society
Income Statement 01/04/2015 to 31/03/2016

REVENUE	
Revenue	
Student Registration Fees	140.00
Student Fees	6,300.00
Fundraising Revenue	4,052.50
FCSS Grant	0.00
Recreation Board Grant	0.00
Other Grants	8,000.00
Interest Revenue	0.00
Total Reveune	18,492.50
TOTAL REVENUE	18,492.50
EXPENSE	
Payroll Expenses	
Wages & Salaries	8,147.88
EI Expense	214.48
CPP Expense	302.27
WCB Expense	0.00
Total Payroll Expense	8,664.63
General & Administrative Expe...	
Accounting & Legal	0.00
Advertising & Promotions	0.00
Fundraising Expenses	2,743.38
WCB Expense	200.00
Insurance	721.54
Interest & Bank Charges	228.00
Office Supplies	29.86
Play School Supplies	681.49
Rent	1,000.00
Repair & Maintenance	19.93
Building & Yard Expense	909.77
Telephone	0.00
Total General & Admin. Expen...	6,533.97
TOTAL EXPENSE	15,198.60
NET INCOME	3,293.90

This financial statement has been reviewed and approved by:

Candice Blake
CBlake
President
June 13/16.

Kim Kuntz
KKuntz
Vice President
June 13, 2016

Printed On: 19/05/2016

A36

Hines Creek Playschool Society
Board of Directors

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T0H 2A0
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Kuntz, Kimberley - Vice President
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Cell (780)835-8840

Zavisha, Emily - Secretary
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Ostrem, Lauren - Fundraising Director
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Cell (780)835-0110

A37

Kerschbaumer, Len - Member at Large
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Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, CLGM Community Development Manager
Title:	**PUBLIC HEARING ADVERTISING COSTS REPORT**
File:	61-02-02

DESCRIPTION:
Council is provided with a report on public hearing advertising costs for the two public hearings being held today for information; as this is the first time the blanket advertising for a bylaw amendment affecting the entire County has been triggered, and also the first time for notification by registered mail to landowners within a 5 miles radius of a property being rezoned.

BACKGROUND:
MGA Section 606 – Public Hearings must be published at least 2 weeks in a paper or mailed or delivered to every residence in the area to which the bylaw applies.

Bylaw 207-16 – advertising of land use bylaw amendments. – bulk mailout, newsletter mailing list, Fairview Post and Banner Post

- 92 letters x $0.80 $73.60
- bulk mailout $172.35
- ads: 4 x $280 est. $1,120.00
- Additional costs: Copying, labels, bulk mailout paperwork, to post office 1 staff 5 hours

Bylaw 206-16 – rezoning single property outside a hamlet – Fairview Post and registered mail to landowners within 5 miles. In this instance the number of notices mailed was decreased by approximately 50% because of owners with more than one parcel.

- 165 notices mailed x $9.80 = $1,617.00
- Ads 2 x $280 $560
- Additional costs: Identifying landowners, Compiling mailing list, copying, completing registered letter register, bulk mailout paperwork, to post office 2 staff x 15 hours

**Staff have received a number of calls from recipients of the registered letters that felt it was costly, alarming to receive a registered letter, 5 miles from the property was too far, should be to those closer to the property and directly affected by change of use.*

OPTIONS:

1. Accept for information
2. Amend Bylaw 207-16 (advertising of land use bylaw amendments) as follows.... and table further readings to the next regular meeting.

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

Clear Hills County

Request For Decision (RFD)

Meeting:	**REGULAR COUNCIL MEETING**
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	**LAND USE BYLAW AMENDMENT – BYLAW 206-16**
File:	61-02-02

DESCRIPTION:
Council is presented with Bylaw 206-16 to amend Land Use Bylaw 107-08 by repealing Bylaw 202-16 that rezoned a portion of NW 17-85-5-W6M from "Agricultural District 1 (AG-1)" to "Rural Industrial District (R-M)"

BACKGROUND:

First reading was given on April 26, 2016 and the Public Hearing was held earlier in today's meeting.

As an outcome of the March 21, 2016 Development Appeal Board Hearing the following resolution as passed:

C194-16(4/12/16) RESOLUTION by Councillor Frixel 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). CARRIED.

ATTACHMENTS:

- Bylaw 206-16

RECOMMENDED ACTION: (2 motions)

RESOLUTION by…to give second reading to Bylaw 206-16 a Bylaw to repeal Bylaw 202-16, including the attached Schedule A, thereby rezoning a 4.05 hectare (10 Acre) parcel of NW 17-85-5-W6M back to "Agricultural District-1 (AG-1)" from "Rural Industrial (R-M)".

RESOLUTION by…to give third and final reading to Bylaw 206-16 a Bylaw to repeal Bylaw 202-16, including the attached Schedule A, thereby rezoning a 4.05 hectare (10 Acre) parcel of NW 17-85-5-W6M back to "Agricultural District-1 (AG-1)" from "Rural Industrial (R-M)".

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

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING CLEAR HILLS COUNTY BYLAW NO. 107-08.

WHEREAS Pursuant to the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Council may amend a Land Use Bylaw, and;

WHEREAS Pursuant to Sections 230, 606 and 692 of the Province of Alberta Municipal Government Act, a Council may amend a Land Use Bylaw, and

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, has adopted Clear Hills County Land Use Bylaw No. 107-08, as amended, and;

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, deems it necessary to repeal Bylaw No. 202-16, rezoning lands known as Part of NW 17 85 5 W6M back to "Agricultural District – 1 (AG-1)" from "Rural Industrial District (R-M)" and to repeal the following: to add "accessory use" as a permitted use within the "Rural Industrial District (R-M)" to permit a lunch room within a recreational vehicle as an accessory use, on the 4.05 hectare (10 acre) parcel.

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, has held the required Public Hearing under the Province of Alberta Municipal Government Act,

NOW THEREFORE The Municipal Council of Clear Hills County, in the Province of Alberta, IN COUNCIL DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. **Repeal Bylaw No. 202-16 as adopted on February 9, 2016, including the bylaw and attached Schedule A in its entirety; and**

2. **That this bylaw shall take force and effect on the date of its final passage.**

First Reading given on the ____ day of _____, 2016.

Second Reading given on the ____ day of_____, 2016.

Third Reading and Assent given on the _____ day of _____, 2016.

Jake Klassen, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	**REGULAR COUNCIL MEETING**
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	**LAND USE BYLAW AMENDMENT – BYLAW 207-16**
File:	61-02-02

DESCRIPTION:
Council is presented with Bylaw 207-16 to amend Land Use Bylaw 107-08 with additional advertising procedures for land use bylaw amendments.

BACKGROUND:

First reading was given on April 26, 2016, and the Public Hearing was held earlier in today's meeting.

The Bylaw consolidates the direction from the following two motions:

C195-16(4/12/16) RESOLUTION by Reeve Klassen 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. CARRIED.

C028(01/13/09) RESOLUTION by Deputy Reeve Nykolyshyn that Council direct administration to expand the procedures for advertising public hearings based on what groups may be affected:

a) entire County: publish in Fairview and Manning newspapers, as well as bulk mail out and sending to non-resident landowners on newsletter mailing list.
b) single property: advertise in local paper and mail to adjacent landowners
c) hamlets: advertise in local paper and mail to each resident in that hamlet using utility mailing list. CARRIED.

ATTACHMENTS: Bylaw 207-16

RECOMMENDED ACTION: (2 motions)

RESOLUTION by…to gives second reading to Bylaw 207-16 to amend Land Use Bylaw 107-08 with additional advertising procedures for land use bylaw amendments.

RESOLUTION by… to gives third and final reading to Bylaw 207-16 to amend Land Use Bylaw 107-08 with additional advertising procedures for land use bylaw amendments.

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

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING CLEAR HILLS COUNTY BYLAW NO. 107-08.

WHEREAS Pursuant to the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Council may amend a Land Use Bylaw, and;

WHEREAS Pursuant to Sections 230, 606 and 692 of the Province of Alberta Municipal Government Act, a Council may amend a Land Use Bylaw, and

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, has adopted Clear Hills County Land Use Bylaw No. 107-08, as amended, and;

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, deems it necessary to amend Clear Hills County Land Use Bylaw No. 107-08, as amended, to revise and add additional advertising procedures for land use bylaw amendments,

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, has held the required Public Hearing under the Province of Alberta Municipal Government Act,

NOW THEREFORE The Municipal Council of Clear Hills County, in the Province of Alberta, IN COUNCIL DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. **Delete the following from Section 32 Amendments after Section (5) (d):**

   All amendments to this Land Use Bylaw shall be made by Council by bylaw in conformance with the Municipal Government Act, R.S.A, 2000.c.M-26.

2. **Renumber Subsection (6) and (7) of Section 32 with Subsection (11) and (12)**

3. **Add Subsections (6) to (9) to Section 32 as follows:**

   (6) All amendments to this Bylaw shall be made by Council by Bylaw and in conformity with the requirements of the Municipal Government Act regarding the notification and holding of a public hearing.

   (7) Amendments that affect the entire County shall be advertised in the Fairview Post and the Banner Post,

distributed by bulk mail out to local mailboxes and, by regular mail to recipients on the County newsletter mailing list.

(8) Amendments that reflect an amendment to a single property located outside and not adjacent to the generally accepted boundaries of a hamlet shall be advertised in the local paper (Fairview Post or Banner Post), and by registered mail to owners of property adjacent to and within an 8.05 km (5 mi) radius or the property.

(9) Amendments that reflect an amendment to property located adjacent to or within the generally accepted boundaries of a hamlet shall be advertised in the Fairview Post, by registered mail to each customer on the County's utility list with a utility account linked to a property in the affected hamlet(s) and to owners of property adjacent to and within an 8.05 km (5 mi) radius of the property that do not have a utility account linked to a property in the affected hamlet(s)

4. **That this bylaw shall take force and effect on the date of its final passage.**

First Reading given on the ____ day of _____, 2016.

Second Reading given on the ____ day of_____, 2016.

Third Reading and Assent given on the _____ day of _____, 2016.

_____ _____

Jake Klassen, Reeve Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	**EMERGENCIES AND COMMUNICATION OPTIONS**
File:	24-02-02

DESCRIPTION:

Following up on feedback from the public on the lack of public information on the wildfire that crossed from BC into Alberta Council directed staff to look into public communication options for future emergency events. Options are provided for Council's consideration.

BACKGROUND:

C272-16(05/10/16) RESOLUTION by Councillor Frixel to bring back ideas on distributing communication to the ratepayers regarding emergency events, to a future Council meeting.
CARRIED.

To date:

1. County used the Alberta Emergency Alert system, and the Phone Tree system to inform the public of the hazard.
2. The County contacted individually each resident that was in the voluntary evacuation zone.
3. The County website was updated with the following information and link, once available.

   Wildfire Updates:

   For Information on the Wildfire burning in Clear Hills County please follow the link below and scroll down to the Wildfire of Note in the Area section. This link also provided updates on the current Wildfire Hazards, and other related information.

   The Fire in Clear Hills County is ABC001 (BC Wildfire #G80068) and there is a link to a map of the fire (ABC001map) http://srd.web.alberta.ca/peace-river-area-update
4. Attached is the information on the Alberta Emergency Alert website and Alberta Wildfire websites that was included in the June newsletter, and will be included in the August edition as well.

Additional Options:

1. Create County Social Media sites (Facebook, Twitter…) - a draft Social Media policy is attached for Council's consideration

ATTACHMENTS:

- Excerpt from June Newsletter
- Draft Social Media Policy

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

OPTIONS:

1. Accept for information
2. Approve developing a County Facebook page and/or twitter account
3. Adopt the social media policy as presented OR direct amendments and bring back

RECOMMENDATION:

Resolution by Councillor_____ to

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

PUBLIC SAFETY IS EVERYONE'S RESPONSIBILITY!

Disaster can occur anywhere, at anytime. It is your responsibility to ensure you are prepared if a disaster occurs. Alberta Emergency Alerts are issued to assist you--providing you with critical information about an immediate disaster, where it is occurring and what action you need to take.

Alerts are distributed to the public through various outlets including:

⇒ Radio and Television
⇒ Internet
⇒ RSS Feed
⇒ Social Media (Facebook, Twitter, etc)
⇒ Road Signage
⇒ Alberta Emergency Alert App

ALBERTA EMERGENCY ALERT

When disaster strikes, get more information and take appropriate action to protect yourself and your family. To download the App or visit the site go to: http://www.emergencyalert.alberta.ca

WILDFIRE HAZARD AND UPDATES

Want to keep track of the current wildfire situation in the area, and Alberta?

This is the link to the province wildfire updates that are released regularly by Wildfire Branch. http://srd.web.alberta.ca/peace-river-area-update

There is also an option to subscribe to the updates (at the bottom of the webpage) so the notifications come directly to your email.

Wildfire updates can also be accessed at wildfire.alberta.ca

SUMMER DRIVEWAY GRADING PROGRAM

Clear Hills County provides Summer Driveway Grading for Senior Citizens, once per season, during the summer months. Once signed up, you must contact the County to request the service. To qualify you must be 65 years of age or over, sign a waiver and provide proof of age. For more information or to request a form please contact the Public Works Department at Clear Hills County office at 780-685-3925.

Clear Hills County

Effective Date: **DRAFT**	Policy Number **1226**
Title: **SOCIAL MEDIA**	

Policy Statement

The Social Media Policy will establish guidelines for creating and maintaining a positive, safe and courteous use of social media presence for Clear Hills County.

The scope of this policy includes all departments within Clear Hills County including all employees, contractors, councillors and authorized community members.

While it is the desire of Clear Hills County to be up to date with technologies, accessible to everyone and provide a transparent government; there is safety and professionalism to be taken into consideration. The social media policy will be for the purpose of maintaining these technologies along with the safe use and protection of those involved. The County supports the use of social media for informational and promotional purposes.

General

1. Designated employees of Clear Hills County are free to publish or post within social media sites in accordance with this policy. Employees are to identify themselves as an employee of Clear Hills County. Employees must coordinate the communications with the Chief Administrative Officer.

2. Any social media site is not to be used as a reference check for any prospective future employee(s) of Clear Hills County All uses of social media sites are to follow the same ethical standards as are always expected as an employee of Clear Hills County.

3. Individuals posting on their own media site as a private citizen may not represent Clear Hills County, and are reminded that they are bound by an official oath of confidentiality, a code of conduct and the Freedom of Information and Protection of Privacy Act (FOIP) and must not disclose any Clear Hills County information or content that they are not specifically authorized by the Chief Administrative Officer to disclose.

4. Comments made by the public will not be edited, but they must comply with the Alberta Human Rights Act and the County guidelines posted below. Clear Hills County Chief Administrative Office will have the final authority on anything posted on the County's social media sites.

Posting Guidelines:

For the public and County Representative

- Comments should relate to the content posted and must not contain any personal information about another individual.
- Reproduced or borrowed content that appears to violate trademark or copyright laws will be deleted. Always attribute such work to the original author/source or post a link to the work rather than reproduce it.
- Threatening, offensive or harassing language is not permitted, and will be removed.
- Comments that constitute discrimination or harassment under the Alberta Human Rights Act are not permitted and will be removed.
- Comments that present demeaning, derogatory or defamatory portrayals of individuals or groups or contain any message that is likely to cause any form of offence, are not permitted and will be removed.
- Comments promoting or demoting any business or commercial gain are not permitted and will be removed.
- It is never okay to public confidential information, if done so, it will be removed and disciplinary measures will be taken.

Additionally for County Representative

- Posts must maintain a professional and courteous tone.
- Post must stick to facts and refrain from debates over opinions
- Posts will not be offensive, defamatory or of an aggressive nature.
- The author will refrain from making political or partisan posts as a representative of Clear Hills County.
- Posts will not criticize policies or decisions made by Clear Hills County staff and/or Council.
- Posts will reflect the values and ethics of Clear Hills County representatives. Personal or private information regarding staff, Councillors, members-at-large or third party representatives will not be distributed on County social medial platforms.
- Do not post anything that is dishonest, untrue or misleading.
- Remember that what you post will be around for a long time, so consider the content fully and be cautious of what information is disclosed.

Notwithstanding the foregoing list, the County reserves the right in its absolute discretion

to remove any content deemed inappropriate for any reason whatsoever.

Records

Any content that is or has been removed from the County media sites due to a conflict with the posting guidelines is to be reported to the Chief Administrative Officer.

This policy is to be posted on all Clear Hills County media sites.

All other comments and messages posted to Clear Hills County social media sites will be considered transitory records and will not be kept by the County. Information specifically collected as part of a County project or engagement exercise will be kept in accordance with FOIP.

Privacy

Any information, photos or videos that are shared and/or posted to an official County social media site may be reproduced by the county for promotional or other purposes, with the appropriate permissions and acknowledgement of the source.

Comments and messages requested by the County and collected for public records using social media will be treated like any other form of communications received by the County and will be subject to the provisions of FOIP.

This policy is to be posted on all Clear Hills County media sites.

Violation and Enforcement

A violation of this policy by a representative of Clear Hills County is a serious matter and may result in disciplinary action up to and including termination of employment.

End of Policy

ADOPTED: Date:

DRAFT

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Audrey Bjorklund,CLGM, Community Development Manager
Title:	**ROTARY HOUSE FUNDING REQUEST**
File:	62-02-02

DESCRIPTION:
On behalf of the Rotary House, the Town of Peace River is requesting a contribution of $200,000 for the Rotary House project that is will be built adjacent to the Peace River Community Health Centre. The Rotary house is modelled after the "Sorrentino's Compassion House" and the "Ronald MacDonald House" where patients (and family) are able to access living accommodations while receiving medical treatments.

BACKGROUND:

Construction is planned to commence in the fall of 2017.

BUDGET:

ATTACHMENTS
- Letter of request

OPTIONS:
1. Not approve funding
2. Approve a grant of $..... to the Rotary House Committee for the Peace River Rotary House Project, and include funds in the 2017 budget.
3. Offer a loan of $_____,

RECOMMENDATION:
RESOLUTION by ..... to

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

TOWN OF
PEACE RIVER
ALBERTA

June 17, 2016

Sent via Email: (info@clearhillscounty.ab.ca)

Clearhills County
Box 240
Worsley, AB T0H 3W0

Attention: **Dan Fletcher**

Dear Councillor: Dan:

Re: **Rotary House Project**

It was a pleasure to chat with you at the Federation of Canadian Municipalities conference (FCM) in Winnipeg last week. Given more time I would have liked to discuss the Rotary House Project (hereinafter the "Project"), the following information may be helpful.

This Project is modelled after both the "Sorrentino's Compassion House" and the "Ronald MacDonald House" where patients (and family) are able to access living accommodations while loved ones receive medical treatments such as Cancer.

The Rotary House is conveniently located adjacent to the Peace River Community Health Centre, and will also offer healthcare space to many specialists in the medical community and will provide the following benefits to both our communities:

- Lodging options for those supporting family members requiring hospital visits. This could range from serious illness to the 519 child births at the Peace River Community Health Centre;
- Significantly reduced travel time for serious medical procedures such as chemotherapy treatment;
- Potential training for healthcare professional; training in a northern community has been used as a successful tool in recruiting these individuals who may not have had the opportunity to develop an appreciation for our northern lifestyle.

A concrete example of a clear benefit could be those requiring renal dialysis (currently available in Peace River, Grande Prairie and Slave Lake.) This facility will allow the patients from Clearhills County to come the day before their treatment, (which starts at 6:00a.m.), ensuring both the convenience of an overnight stay and the travel safety of your ratepayers.

TOWN OF
PEACE RIVER
ALBERTA

The Town of Peace River and the County of Northern Sunrise Councils' understand the importance of this facility and have committed close to $1,000,000 to this Project to date.

On behalf of the Rotary House, the Town of Peace River is requesting a contribution of $200,000 from your Council for this Project. We hope your Council can see the value of this important resource for your ratepayers, and the communities in the North. We would be extremely happy to send a delegation to make a formal presentation should you see this to have any value in speaking to your Council. If you have any questions or concerns please contact me and I will be able to respond to you very quickly.

Sincerely,

Colin Needham, Councillor
THE TOWN OF PEACE RIVER

/ef

cc Town of Peace River Council (via email)

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Ron Jensen
Title:	**PROCEED TO TENDER – SIDEWALK REPAIRS**
File:	31-61-03 & 32-09-29

DESCRIPTION:

Council to proceed to tender the repair and/or replacement of the sidewalks in the Hamlet of Worsley and around the County administration building.

BACKGROUND:

Council included funds in the 2016 Multi Year Capital Plan.

BUDGET:

$10,000.00

ATTACHMENTS:

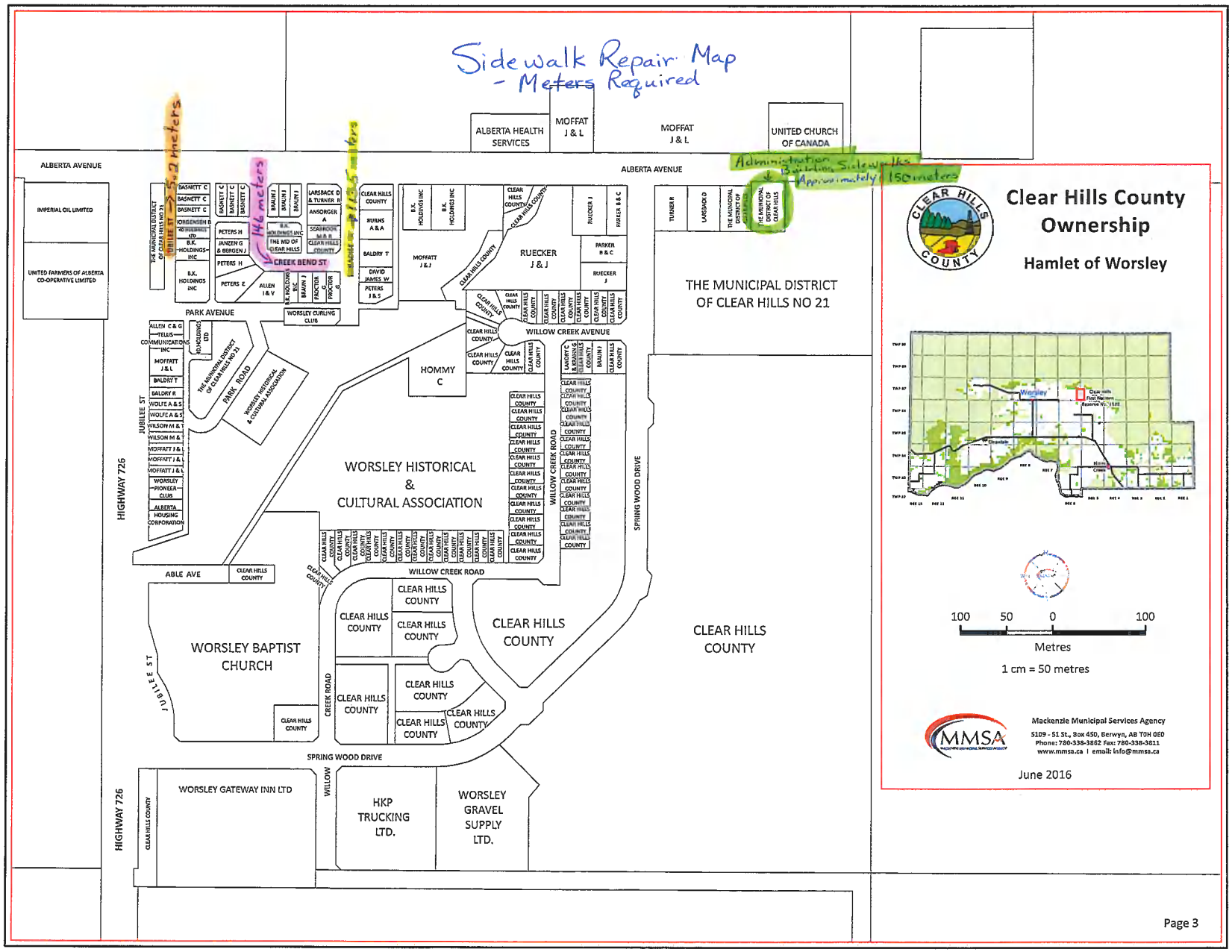
1. Map

RECOMMENDED ACTION:

Resolution by ..... to proceed to tender the repair and/or replacement of the sidewalks in the Hamlet of Worsley and around the County administration building.

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

Attachment #1



Clear Hills County

Request For Decision (RFD)

Meeting:	**REGULAR COUNCIL MEETING**
Meeting Date:	June 28, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	**CHIEF ADMINISTRATIVE OFFICER REPORT**
File Code:	11-02-04

CAO REPORT JUNE 28, 2016

1. MGA Review-

2. Construction Projects-

3. By-Election Ward 5 - Monday, July 18, 2016 10:00 a.m. to 8:00 p.m.

   Menno Simons Community School Room
   521 Cleardale Drive
   Cleardale, Alberta
   T0H3W0

*Proposed date for new Council to be sworn in at the County Office would be on Monday, July 25, 2016.

RECOMMENDED ACTION:

RESOLUTION by ..... to accept the Chief Administrative Officer's report for June 28, 2016, as presented.

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

Clear Hills County

Request For Decision (RFD)

	REGULAR COUNCIL MEETING
Meeting Date	June 28, 2016
Originated By:	Ron Jensen, Public Works Manager
Title:	PUBLIC WORKS MANAGER REPORT
File:	32-02-02

Eureka River Truckfill

- Power is being installed
- Pumphouse was constructed but waiting for tin to finish

Gravel Haul

- Started gravelling in Montagneuse Valley and Cleardale June 22, 2016

Mowing

- Single cut mowing has started; one mower going west and two going east

RECOMMENDED ACTION:

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

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

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	**COUNCIL INFORMATION**
File:	11-02-04

DESCRIPTION:

Council is presented with correspondence, for information.

BACKGROUND / PROPOSAL:

ATTACHMENTS:
RCMP-Statistic Comparison
Service Alberta Response : RE: Motor Vehicle Renewals
ATB Financial Thank you
Peace Valley Snow Riders – Update
NPHF- Board meeting synopsis June 2016
Bill 6

RECOMMENDED ACTION:
RESOLUTION by that Council receives for information the Council Information presented at the June 28, 2016 Special Council Meeting.

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

Fairview Provincial Detachment
Statistical Comparison
January to May: 2012 - 2016

June-06-16

CATEGORY	Trend	2012	2013	2014	2015	2016
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		1	0	0	1	2
Sexual Assaults		3	2	2	3	1
Other Sexual Offences		1	1	0	0	0
Assault		23	22	35	42	20
Kidnapping/Hostage/Abduction		1	1	0	1	0
Extortion		0	0	0	1	2
Criminal Harassment		2	10	3	6	1
Uttering Threats		8	14	9	10	10
Other Persons		0	0	1	1	0
TOTAL PERSONS		**39**	**50**	**50**	**65**	**36**
Break & Enter		14	10	14	8	8
Theft of Motor Vehicle		5	7	8	2	7
Theft Over $5,000		2	3	1	3	8
Theft Under $5,000		23	25	27	17	29
Possn Stn Goods		6	5	4	1	6
Fraud		19	16	15	17	14
Arson		0	1	4	0	0
Mischief To Property		50	33	39	26	27
TOTAL PROPERTY		**119**	**100**	**112**	**74**	**99**
Offensive Weapons		2	3	5	2	2
Public Order		0	0	0	1	0
Disturbing the peace		15	21	3	11	8
OTHER CRIMINAL CODE		24	16	18	20	22
TOTAL OTHER CRIMINAL CODE		**41**	**40**	**26**	**34**	**32**
TOTAL CRIMINAL CODE		199	190	188	173	167

This Report is generated from the PROS database and current scoring of files. All homicide files are not included in this report.

Fairview Provincial Detachment
Statistical Comparison
January to May: 2012 - 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		20	9	8	5	4
Drug Enforcement - Trafficking		6	4	6	6	4
Drug Enforcement - Other		0	1	0	0	0
Total Drugs		**26**	**14**	**14**	**11**	**8**
Federal - General		5	5	6	4	4
TOTAL FEDERAL		**31**	**19**	**20**	**15**	**12**
Liquor Act		29	8	7	5	10
Other Provincial Stats		48	41	37	30	31
Total Provincial Stats		**77**	**49**	**44**	**35**	**41**
Municipal By-laws Traffic		4	4	27	2	0
Municipal By-laws		13	10	20	20	6
Total Municipal		**17**	**14**	**47**	**22**	**6**
Fatals		0	0	2	0	3
Injury MVC		2	1	7	4	6
Property Damage MVC (Reportable)		85	87	97	70	62
Property Damage MVC (Non Reportable)		12	13	2	13	12
TOTAL MVC		**99**	**101**	**108**	**87**	**83**
Provincial Traffic		**248**	**170**	**281**	**328**	**296**
Other Traffic		**10**	**0**	**7**	**8**	**3**
Criminal Code Traffic		**33**	**26**	**30**	**23**	**17**
Common Police Activities						
False Alarms		**12**	**24**	**73**	**64**	**90**
False/Abandoned 911 Call and 911 Act		**98**	**106**	**67**	**62**	**35**
Suspicious Person/Vehicle/Property		**3**	**6**	**16**	**19**	**25**
Persons Reported Missing		**3**	**1**	**0**	**1**	**6**
Spousal Abuse - Survey Code		**16**	**10**	**16**	**27**	**19**

This Report is generated from the PROS database and current scoring of files. All homicide files are not included in this report.

Fairview Provincial Detachment
Statistical Comparison
May: 2012 - 2016

June-06-16

CATEGORY	Trend	2012	2013	2014	2015	2016
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		1	0	0	0	0
Sexual Assaults		1	1	1	1	1
Other Sexual Offences		0	0	0	0	0
Assault		4	16	11	6	4
Kidnapping/Hostage/Abduction		1	1	0	1	0
Extortion		0	0	0	0	0
Criminal Harassment		0	1	0	0	0
Uttering Threats		2	2	2	1	2
Other Persons		0	0	0	0	0
TOTAL PERSONS		**9**	**21**	**14**	**9**	**7**
Break & Enter		5	3	2	3	1
Theft of Motor Vehicle		1	2	0	1	0
Theft Over $5,000		0	1	0	1	1
Theft Under $5,000		4	11	4	4	4
Possn Stn Goods		2	1	1	0	1
Fraud		3	3	2	5	3
Arson		0	0	2	0	0
Mischief To Property		17	8	5	5	5
TOTAL PROPERTY		**32**	**29**	**16**	**19**	**15**
Offensive Weapons		0	1	1	0	0
Public Order		0	0	0	0	0
Disturbing the peace		6	7	0	3	3
OTHER CRIMINAL CODE		2	5	3	5	3
TOTAL OTHER CRIMINAL CODE		**8**	**13**	**4**	**8**	**6**
TOTAL CRIMINAL CODE		49	63	34	36	28

This Report is generated from the PROS database and current scoring of files. All homicide files are not included in this report.

Fairview Provincial Detachment
Statistical Comparison
May: 2012 - 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		4	5	1	2	0
Drug Enforcement - Trafficking		3	2	2	0	1
Drug Enforcement - Other		0	0	0	0	0
Total Drugs		**7**	**7**	**3**	**2**	**1**
Federal - General		2	1	0	1	0
TOTAL FEDERAL		**9**	**8**	**3**	**3**	**1**
Liquor Act		4	3	1	3	4
Other Provincial Stats		17	7	8	6	4
Total Provincial Stats		**21**	**10**	**9**	**9**	**8**
Municipal By-laws Traffic		0	2	15	1	0
Municipal By-laws		2	4	8	4	0
Total Municipal		**2**	**6**	**23**	**5**	**0**
Fatals		0	0	1	0	3
Injury MCS		0	0	1	3	2
Property Damage MVC (Reportable)		20	13	15	11	7
Property Damage MVC (Non Reportable)		2	2	0	2	2
TOTAL MVC		**22**	**15**	**17**	**16**	**14**
Provincial Traffic		**42**	**60**	**105**	**89**	**32**
Other Traffic		**2**	**0**	**2**	**2**	**1**
Criminal Code Traffic		**7**	**2**	**10**	**2**	**3**
Common Police Activities						
False Alarms		**9**	**8**	**16**	**14**	**16**
False/Abandoned 911 Call and 911 Act		**22**	**28**	**19**	**17**	**9**
Suspicious Person/Vehicle/Property		**2**	**1**	**3**	**3**	**7**
Persons Reported Missing		**1**	**0**	**0**	**0**	**3**
Spousal Abuse - Survey Code		**6**	**2**	**5**	**6**	**4**

This Report is generated from the PROS database and current scoring of files. All homicide files are not included in this report.

ALBERTA
SERVICE ALBERTA

Office of the Minister
MLA, Calgary-Varsity

RECEIVED
JUN 13 2016
CLEAR HILLS COUNTY

JUN 06 2016

Mr. Jake Klassen
Reeve, Clear Hills County
P.O. Box 240
Worsley, AB T0H 3W0

RECEIVED
JUN 13 2016
CLEAR HILLS COUNTY

Dear Reeve Klassen:

Thank you for your comments regarding the recent changes to motor vehicle renewal reminders.

Starting April 1, 2016, the Government of Alberta moved from printed to electronic reminders to provide modern, convenient reminder options to Albertans. This will save taxpayers more than $3 million per year in postage and printing expenses.

I recognize that there are some concerns about the transition to paperless renewal reminders. It is important to note that seniors over 70 years old will continue to receive mailed reminders until April 1, 2017. Going forward, registration and license renewals will continue to be due for each individual in the same month each year, as noted on vehicle license plates and driver's licenses respectively.

As part of implementing this change, the Government of Alberta has undertaken a public awareness campaign, at a fraction of the cost of paper reminders, to inform Albertans through social media, newspapers and radio ads. These ads suggest new ways to set reminders, including registering to receive a free electronic reminder through MyAlberta (eservices.alberta.ca), the Alberta Motor Association, and the Association of Alberta Registry Agents (E-registry.ca). Another option is to set a personal reminder in a calendar, cellphone, or email calendar.

Thank you for sharing your concerns.

Sincerely,

Hon. Stephanie McLean
Minister of Service Alberta and Status of Women

cc: Hon. Danielle Larivee, Minister of Municpal Affairs

103 Legislature Building, 10080 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-422-6880 Fax 780-422-2496

Printed on recycled paper

Silent auction.

RECEIVED
JUN 0 6 2016
CLEAR HILLS COUNTY

June 1, 2016

Clear Hills County:

Thank-you for your continued support of the Stollery Children's Hospital. We, as a community, have raised $ 1693.00 for this worthwhile cause.

Thank-You

Carol
Vicky

ATB Financial

Hines Creek Agency

ATB Financial™

™ Trademarks of Alberta Treasury Branches.

Council correspondence
'17-10-02

From: Dwayne Buchholtz <amen@telus.net>
Sent: June-15-16 9:39 AM
To: Audrey Bjorklund; leanne@abnorth.com
Cc: 'Richard Goy'; 'Scott Hamon'; Troy Lorencz; ebrauer@hinescreek.com
Subject: Update from Public Consultation Meeting - Proposed Hines Creek Trail

The purpose of this email is to provide an update from the Public Consultation Meeting held in Hines Creek yesterday. On a positive note, no concerns were raised at or prior to the meeting as a result of the notices sent to all Clear Hills County residents by the County and Hines Creek Village residents by the Village. Thank you to both the County and the Village for the distribution of the notices. On a less positive note, the turnout for the meeting was less than desired with a total attendance of 6. This included two additional Club members, the two impacted trappers, a County Councillor and Scott our AEP contact. In spite of the poor attendance, two very important items were accomplished:

- With both trappers present, the opportunity to discuss an area where the direction for routing was uncertain resulted in a decision as to the focus of further on the ground work. (Scott we will be looking to work west and north from the drop off and will be looking at the east/west cutline running between the trap lines).
- It was confirmed that the existing Smith Mills Trail has been significantly impacted by the late snow before the May long weekend and hence the Club will be working on a mitigation plan to clear this trail along with our others before the winter sledding season.

There were a couple of items that were shared with those that attended that I want to make sure you are aware of as well:

- Transportation is supporting the option of crossing Highway 64 under the Jack Creek bridge versus the aligned highway approaches.
- A route review was carried out with Hines Creek Council representatives last week with only potential minor route changes identified. It was identified that a short section of private land in the Village was impacted which the Club was not aware of. The land owner has since been contact and initial indications of support have been provided.
- Although initial support has been received from all land owners of potential private land crossings outside of the Village, the Club has been following up on significant concerns from one of the land owner's insurers. A discussion in this regard just prior to the Public Consultation Meeting resulted in the Club being advised that in spite of the documentation of due diligence provided to the insurer, they are not prepared to revise their original response. As this issue may be applicable to more than one insurer and as there is an opportunity to escalate the discussions to a higher level, work has been initiated to do so. Layout work will continue on crown land with the backup plan being the option of a staging area to the east of the Canfor road. As this back up plan does not address the Club's desire to allow snowmobilers to access the services in Hines Creek, common on trails in Eastern Canada, or address the issue of trespass on private land, which the Club is looking to be "Part of the Solution" for, the decision to drop the private land portion of the trail will only be made after all other avenues of appeal are exhausted. Obviously there must be a solution to the insurers concerns given that many miles of trails in other areas of Western Canada involve the use of private land.

Although the Public Consultation Meeting may not have had the turnout desired, by stepping out and arranging for this meeting I believe that the residents were made aware of the project and given the opportunity to raise concerns and that the Club has increased its exposure in the area in regards to this additional recreational venue, both of which should be viewed positively. Thank you again for your continued support of this project and by copy of this email, a special note of thanks to Ernie Brauer for assisting with meeting venue and for his support at the meeting yesterday.

Dwayne Buchholtz

Board Meeting Synopsis
June 2016

Projects

1. Westview Area Development

Work on the deep services is nearing completion, with a bit of time lost due to the weather. The contractor believes they should have the project completed around the 10th of June. They have approximately one week left to complete the domestic water and sewer lines. From there, they believe they have about one week left to finish up the road crossing on the south west corner with the removal of the old culvert that crossed the road, and for the installation of the down-stream defender.

Ruel Bros. (E Construction) plan to commence the construction of the road network early in June, a bit ahead of schedule. They are also involved in the highway resurfacing project and the neighbourhood upgrades going on in the Saddleback subdivision in Peace River. This project will fit very nicely with the other roadwork projects they have in the queue. It also is working out as far as the timing of the completion of the underground work, so things are going very good at the site as far as site coordination goes. WSP believes that the project work at the site will be completed early into the summer months, so again that should prove to be optimal as far as logistics go, as we move onto the Office/Rotary House construction project.

2. Rotary House/Administration Offices

I checked in with the office of the architectural firm to get an idea of the interest that has been shown for the project to date. To date they have had four general contractors request copies of the drawings and specifications as well as two sub-trades. Both T.H. Gust Builders and Lavergne Construction has requested drawings, so they will likely be bidding. The other generals were United Construction http://www.unitedconstruction.ca/, and Krawford Construction http://www.krawford.com/, both from the Edmonton area. This is not to say that other companies will not be bidding, as most general contractors use Coolnet, which is the construction association's internet portal where these projects are posted and where the general contractors gain access to complete drawings and specifications. In previous projects they have had more than half of the bids come in without the contractor picking up hard copies of the drawings.

The two sub-trades that picked up drawings are Vandeck Plumbing and Can-Tech Electric, both local area firms.

Update: A total of seven bids were received at the tender opening on June 2, 2016, with the low-tender bid coming from United Construction Company Inc. from Edmonton with a bid of $4,184,269.00 plus GST. Pre-tender budget on the project was $4,158,000.00 plus GST. The bids ranged from the low bid to the high bid of $4,912,298.00 + GST.

Business Arising From the Minutes

- **Garden Court Debt – Municipal Loans Update**
  The Executive Director presented the Board with an update on the status of the loans from our municipalities. The final two municipalities have chosen to exit the financing arrangement with a total of $1,381,917.06 required to pay off the debt to the three municipalities over the coming three months. Prior to moving the loans to ATB Financial, the Board will send a letter to Northern Sunrise County to determine if they are interested in assuming the debt at prime + 0% over a fifteen year term.

New Business

- **2016 Market Rate Survey**
  The Executive Director presented the Board with compilation of market rental rates in our various municipalities along with recommendations for establishing the market rental rates for our properties in each area. The Board approved the market rental rates for each area of the region.

- **Structured Incentive Program**
  The Executive Director presented the Board of Directors with a series of incentives aimed at improving occupancy within our portfolio. The Board approved the incentive lists as presented for immediate implementation and review the program after one cycle in August 2017.

- **ANPHA Forum and Annual General Meeting**
  The Executive Director presented the invitation to attend a housing forum and the Annual General Meeting of the Alberta Network of Public Housing Agencies on June 15, 2016 in Nisku, Alberta. The Board of Directors approved the attendance of the Executive Director and up to two Board Directors who wish to attend.

- **Jubilee/Genesis Reciprocal Insurance Exchanges Merger**
  The Executive Director presented the documents for subscriber ratification of the reciprocal merger approved unanimously at the AGMs of both reciprocals in March, 2016. The Board of Directors endorsed the merger of the Jubilee and Genesis Reciprocal Insurance Exchanges and completed the subscriber documents of approval.

3. Resident/Tenant Levels

Aggregate resident levels at our lodges declined again over the last reporting period. As of the end of April, 2016, we had a total of 228 lodge residents, which was two fewer residents than we had at the end of March. Our lodge unit occupancy currently equates to 83.2% occupied.

We have 103 occupied senior apartment suites at the end of April, an increase of one tenant from the previous month. This equates to a 79.2% occupancy level.

Garden Court Seniors Apartments had 56 units occupied at the end of April, 2016, a decrease of one tenancy from March. Four of the Cadotte Lake trailers were occupied in April.

Occupancy in our family housing units improved significantly in April. Overall, we have 89 of the 122 community housing units occupied, and 30 of the 40 R&N units occupied as of the end of April, and increase of eight tenants for the month. We have had a total net increase of eighteen tenants in our family housing units in the past three months. Occupancy overall, stands at 68.5% occupancy rate.

Rent supplement tenancies decreased by two tenants over the reporting period with 40 recipients in total for April.

Richard Walisser
Executive Director

Council Correspondence

Bill 6

Consultations

The government will consult with farmers, ranchers and other stakeholders to design workplace regulations that reflect the unique nature of the farm and ranch industry.

Input is needed on how to best implement the changes for Occupational Health and Safety, Labour Relations and Employment Standards legislation, as well as on what supports might be required to enable recommended changes.

Consultation with agriculture sector stakeholders

The consultation process includes representatives from the agricultural sector, labour groups, and technical experts. Each working group is chaired by an independent and impartial individual with demonstrated mediation, consensus, and board governance experience. We will provide an opportunity for broad and diverse range of voices to provide input.

The technical working groups will develop recommendations on how employment standards, occupational health and safety, and labour relations requirements should be applied given the unique needs of employers and employees in the agriculture sector.

Technical working groups, responsibilities and members

Employment Standards Code
Labour Relations Code
OHS: Review of existing requirements and exceptions (2 groups)
OHS: Best Practices for Agriculture
OHS: Education, training and certification

Technical working groups, responsibilities and members

Employment Standards Code

This working group will determine how various employment standards can be implemented in ways that make sense in the context of the agriculture sector.

Chair: David Gould

Members:

- Blaine Staples, Red Deer County, producer, U-Pick and Agri-toursim operator
- Stuart Thiessen, Strathmore, producer (cow/calf and grain), feedlot operator
- Steven Marshman, Strathmore, producer (mixed farming), and Alberta Canola Producers Board Member
- Susan Schafers, Stony Plain, egg farmer

- Gweneth Feeny, Edmonton, senior researcher Alberta Union of Provincial Employees
- Joel Beatson, Edmonton, executive director Landscape Alberta
- Gordon Tait, Lethbridge, partner Meyers Norris Penny LLP (representative of Hutterian Brethren)
- Martin d'Entremont, Calgary, United Nurses of Alberta
- James Suydam, Calgary, retired agri-food worker
- Laurie Fries, Wainwright, mixed livestock producer
- Tjerk (Jack) Dejong, Fairview, former producer (crop and hog)
- Morgan Gallatin, Wetaskiwin, worker, dairy worker

Biography: David Gould, LL.B., Q.C., C.Med

David Gould is one of Western Canada's most experienced mediators and facilitators. He is an industry leader in the design of conflict prevention and conflict management systems and processes as well as their integration with regulatory requirement for public and stakeholder engagement.

Designed and implemented mediation and facilitation processes for the resolution of public issues and conflicts for numerous Municipal Provincial and Federal Government agencies including: Alberta Justice, Alberta Department of Energy, Alberta Environment, British Columbia Oil and Gas Commission, WorkSafe BC, Yukon Territorial Government, Federal Department of National Defense and Parks Canada.

Led the design team for the appropriate Dispute Resolution program for the Energy Resources Conversation Board (now the AER) and the National Energy Board.

Conducted hundreds of mediations for the:

- Resource industry resolving company-to-company and landowner/industry conflicts;
- Business sector resolving numerous commercial conflicts as well as internal management issues and workplace conflicts;
- Insurance industry resolving personal injury claims and coverage disputes; and
- Aboriginal and Metis communities with the Resource sector

Labour Relations Code

This working group will determine how to ensure Alberta's laws are compliant with recent Supreme Court decisions.

Chair: Cheryl Yingst Bartel

Members:

- John Lawton, Edmonton, producer, cattle feeder

- John Bland, Strathmore, producer and former RCMP Officer and Livestock Investigator
- Mark Chambers, Acme, worker/manager in large-scale hog production
- Martin van Diemen, Picture Butte, producer (dairy, poultry and mixed crops), director with Alberta Milk and Alberta Chicken Producers
- Karen Shaw, Sturgeon County, Sturgeon County Councillor
- Devin Yeager, Red Deer, secretary treasurer, UFCW Local 1118
- Dewey Funk, St. Albert, dairy and beef experience, labour relations officer, United Nurses of Alberta
- Terence Hochstein, Taber, executive director, Potato Growers of Alberta
- Grace Strom, High River, Alberta Beekeepers' Commission, producer
- Leanne Chahley, Lethbridge, lawyer
- Barret Weber, Edmonton, director of research, Alberta Federation of Labour
- David Miller, Fairview, Farm worker

Biography: Cheryl Yingst Bartel

Cheryl Yingst Bartel is a former litigator in a National law firm who now practices exclusively as a Mediator and Arbitrator for labour relations and employment issues. She has negotiated over 70 collective agreements to resolution, in both the public and private sectors, in many industries across Alberta. Cheryl is named on the Mediator Roster maintained by Jobs, Skills, Training and Labour and is also a named Arbitrator and Mediator on the roster of the Federal Mediation and Conciliation Service. Cheryl has given presentations and training on alternative dispute resolution and legal issues relating to labour and employment to various groups. She is currently pursuing her LLM in Labour Relations and Employment Law.

OHS: Review of existing requirements and exceptions (2 groups)

These working groups will consider the applicability of parts 1-29 of the Occupational Health and Safety Code with the unique considerations of farm and ranch work.

Technical Working Group Three

Chair: Wendy Hassen

Members:

- Shannon Jacobi, Edmonton, president of the Alberta Occupational Health Nurses Association
- Kent Erickson, Irma, producer (cow/calf, mixed crops) and Alberta Wheat Commission Director
- Glenn Norman, Red Deer County, producer (cow/calf and commercial forage)
- Jacqueline Gerlach, Edmonton, health and dafety consultant

- Corey Beck, Sexsmith, County of Grande Prairie councillor, cow/calf producer
- Tom Vandermeer, Morinville, farm worker
- Tyler Kueber, Killam, producer
- Barbara McKinley, Edmonton, WCB consultant
- Humphrey Banack, Camrose, producer (grains and oilseeds)
- Philippa Thomas, Cochrane, injured farm worker and farm safety activist
- Jurgen Preugschas, Mayerthorpe, producer (hog, beef and grain)
- Anita Heuver, Strathmore, tree nursery operator

Technical Working Group Four

Chair: Don Mallon

Members:

- Justin Knol, Lethbridge, mixed grain and speciality seed worker
- Gerald Finster, Valleyview, producer (grain)
- Gregory Sears, Sexsmith, producer, (grain, pulse and oilseed) and Alberta Canola Producers board chair
- Jason Foster, Edmonton, assistant professor of human resources and labour relations with Athabasca University
- Fred Niehoss, Camrose, farm worker and producer
- Erna Ference, Black Diamond, Alberta Chicken Producer
- Rients Palsma, Duchess, dairy farmer, former farm worker and agricultural instructor
- Al Kemmere, Olds, Mountain View County reeve and AAMDC director
- Kari Bergerud, Edmonton, nurse
- Connie Seutter, Edmonton, elk rancher and chair of the Alberta Elk Commission
- Russel Pickett, Bassano, producer (cattle, hay, and irrigated cereals)
- Vincent Geerligs, Welling, farm employee, mixed crops and feedlot

Biography: Wendy Hassen, Chartered Mediator, Certified Professional Facilitator

Wendy is an experienced and energetic facilitator providing process design, facilitation, mediation and committee support services to private and public sector clients. Her years in private practice, professional and executive roles within the public sector, combined with community service have given her a broad range of experience including:

- Designing, facilitating and documenting meetings, discussions and group processes
- Facilitation, planning and project coordination support (work groups/committees)
- Facilitating strategic, business and operational planning processes
- Facilitating union/employer problem solving and other joint initiatives

- Mediating workplace, community and co-parenting disputes
- Teaching/coaching effective communications & problem solving processes

Biography: Don Mallon, Q.C.

Admitted to Bar: Alberta 1979, Awarded Queen's Counsel designation in 2004.
Education: 1978 LL.B (University of Alberta); 1975 B.Sc. (University of Alberta); Certificate of Completion – Mediating Disputes (Harvard Law School P.O.N)

Don is a partner at Prowse Chowne LLP with an active litigation practice that focuses on property rights and environmental issues. His court and board attendances are aimed primarily at the protection or repair of landowners' rights. He has advised and advocated for rural and urban landowners, as well as for First Nations in hundreds of expropriation, environmental and energy-related cases. He regularly appears before such administrative tribunals as the Alberta Land Compensation Board, Alberta Surface Rights Board, Alberta Utilities Commission, various subdivision and appeal boards as well Alberta's Courts. His strong advocacy skills and strategic approach to client issues have resulted in a long record of favorable resolutions for his clients

Don also utilizes his litigation skills and experience together with additional Harvard Law School mediation and negotiation training to branch into the world of alternative Dispute Resolution. Having successfully participated in many successful mediations and arbitrations on behalf of clients he now conducts them.

Don is an active member of the Alberta Expropriation Association, having twice served as President. He is a regular speaker and contributor to its annual conferences. He also holds membership in the International Right of Way Association and the Canadian Bar Association, and was an examiner for the Alberta Law Society's Bar Admission course for several years. Don has published and presented on many topics including expropriation, land use, taxation and general law for Albertans.

Don actively volunteers time and energy to SAGE, an Edmonton Seniors association. He's been involved in numerous other community and social organizations including several Habitat for Humanity for Humanity builds, co-chairing the funding and organization of one in the name of late Chief Justice William Sinclair. He is also an avid road cyclist, a cross country and downhill ski instructor and amateur violinist.

Areas of practice include: Expropriation and Surface Rights, Environment and Regulatory Law, and Mediation and Arbitration

OHS: Best practices for agriculture

This working group will assist with the review of current best practices related to healthy and safe operations on farms and ranches, and provide advice, suggestions, and recommendations on the best practices prevalent in the agricultural sector.

Chair: Klaus Opatril

Members:

- Jody Bignell, Rimbey, producer (mixed farming) and farm worker
- Jennifer Buck, Calgary, farm worker (equine manager)
- Allan Child, Killam, producer (dairy and mixed crops)
- Jim Hole, St. Albert, market garden/greenhouse/garden centre
- Les Oakes, Millarville, president Alberta Equestrian Federation
- John Waldner, Foremost, manager at Kingslake Hutterite Colony
- Miranda These, Tilley, worker (safety coordinator)
- Don Voaklander, Edmonton, professor and director of the Injury Prevention Centre within the School of Public Health at the University of Alberta
- Alfred Borbely, Millarville, farm worker
- Dale Collison, Bruce, producer (grain and cattle) and former agri-food worker, Beaver County Councillor
- Gregory Harris, Cremona, cattle and forage farm worker and former police officer
- Tom Kennelly, Wainwright, worker Sun Haven Farms

Biography: Klaus Opatril

Klaus has over 30 years of labour relations experience and a Bachelor of Education from the University of Calgary and a Master of Education from the University of Oregon. His career has most recently involved employment as the Coordinator of Teacher Welfare for the Alberta Teachers' Association. His responsibilities included the negotiation and administration of collective agreements for teachers in Alberta public, separate and charter schools. He has designed and given workshops and talks on the subject of distributive and integrative bargaining, the grievance process and other labour relations topics. Klaus served as a Board Member of the Alberta Labour Relations Board from 2002 to 2005. He is currently an independent mediator operating the company KG Opatril Mediation Services and specializes in collective bargaining mediation and grievance mediation.

OHS: Education, training and certification

This working group will assist with a review of the current OHS education and training tools available for farms and ranches, and provide recommendations to Labour and Agriculture and Forestry on which education, training, and certification requirements the agriculture sector will be able to use or find useful.

Chair: Kelly Williams-Whitt

Members:

- Doreen Neilley, Rocky Rapids, Bison Producers Association of Alberta
- Tim van der Hoek, Vauxhall, pulse producer, irrigation
- Jeff Kamlah, turkey producer and vice-chair of the Alberta Turkey Producers

- Jared Matsunaga-Turnbull, Edmonton, executive director of the Alberta Workers' Health Centre
- Richard Truscott, Calgary, vice-president, CFIB, small- and medium-sized businesses
- David Kolotylo, Willingdon, producer
- Eric Musekamp, Bow Island, Farm Workers Union of Alberta
- Candace Martens, Calgary, public legal educator at the Calgary Workers' Resource Centre
- Janice Peterson, labour representative
- Judy Finseth, Okotoks, co-manager of Bar Pipe Hereford Ranch
- Brian Acton, farm worker, grains and oilseeds
- Page Stuart, Vegreville, producer, past chair Alberta Cattle Feeders Association

Biography: Kelly Williams-Whitt, MBA, PhD

Dr. Kelly Williams-Whitt is an Associate Professor in the Faculty of Management at the University of Lethbridge, Director of Management Graduate Programs, and a Labour Mediator and Arbitrator. She is a former registered nurse, with an MBA and a PhD in human resource management and labour relations, both from the University of Calgary. She has an extensive background in occupational health and safety and a strong interest in this area as an educator and as an Albertan from a farming family.

Dr. Williams-Whitt teaches courses in occupational health and safety, labour relations, employment law, human resource management and workplace diversity. As a university professor, she is also an active researcher. She works with other scientists from around the world to conduct studies in occupational health and return-to-work after illness or injury. Her work is published in peer-reviewed scientific journals and she has authored numerous books and book chapters on work disability and labour and employment law. Dr. Williams-Whitt holds an appointment with the Federal Mediation and Conciliation Service (Labour Program) as an adjudicator for cases falling under Part III of the Canada Labour Code. She sits on the editorial board of the Journal of Occupational Rehabilitation, and is a member of the Board of Directors of the Canadian Institute for the Relief of Pain and Disability.

2015 Bill 6

First Session, 29th Legislature, 64 Elizabeth II

THE LEGISLATIVE ASSEMBLY OF ALBERTA

BILL 6

ENHANCED PROTECTION FOR FARM AND RANCH WORKERS ACT

THE MINISTER OF JOBS, SKILLS, TRAINING AND LABOUR

First Reading .....

Second Reading .....

Committee of the Whole .....

Third Reading .....

Royal Assent .....

BILL 6

2015

ENHANCED PROTECTION FOR FARM AND RANCH WORKERS ACT

(Assented to , 2015)

HER MAJESTY, by and with the advice and consent of the Legislative Assembly of Alberta, enacts as follows:

Part 1
Employment Standards Code

Amends RSA 2000 cE-9

1(1) The *Employment Standards Code* is amended by this section.

(2) Section 2(3) and (4) are repealed.

Explanatory Notes

Part 1
Employment Standards Code

1(1) Amends chapter E-9 of the Revised Statutes of Alberta 2000.

(2) Section 2(3) and (4) presently read:

(3) The following Divisions and regulations do not apply to employees and employers specified in subsection (4):

(a) Part 2, Division 3, Hours of Work;

(b) Part 2, Division 4, Overtime and Overtime Pay;

(c) Part 2, Division 5, General Holidays and General Holiday Pay;

(d) Part 2, Division 6, Vacations and Vacation Pay;

(e) Part 2, Division 9, Restriction on Employment of Children and regulations made under section 138(1)(e), prohibiting or regulating the employment of individuals under 18 years of age;

(3) Section 138(1)(l) is repealed.

2 The *Employment Standards Regulation* (AR 14/97) is amended by repealing section 1.1.

3 This Part comes into force on Proclamation.

Part 2
Labour Relations Code

Amends RSA 2000 cL-1

4(1) The *Labour Relations Code* is amended by this Part.

(f) regulations under section 138(1)(d) respecting vacations, vacation pay, general holidays and general holiday pay;

(g) regulations under section 138(1)(f) respecting the minimum wage.

(4) The Divisions and regulations specified in subsection (3) do not apply to employees employed on a farm or ranch whose employment is directly related to

(a) the primary production of eggs, milk, grain, seeds, fruit, vegetables, honey, livestock, diversified livestock animals within the meaning of the Livestock Industry Diversification Act, poultry or bees, or

(b) any other primary agricultural operation specified in the regulations,

or to their employer while acting in the capacity as employer.

(3) Section 138(1)(l) presently reads:

138(1) The Lieutenant Governor in Council may make regulations

(l) specifying an operation to be a "primary agricultural operation" for the purpose of section 2.

2 Amends Alberta Regulation 14/97. Section 1.1 presently reads:

1.1 An operation that produces cultured fish within the meaning of the Fisheries (Alberta) Act is specified as a primary agricultural operation for the purpose of section 2(3)(i) of the Act.

3 Coming into force.

Part 2
Labour Relations Code

4(1) Amends chapter L-1 of the Revised Statutes of Alberta 2000.

(2) Section 4(2)(e) is repealed.

(3) This section comes into force on Proclamation.

Part 3
Occupational Health and Safety Act

Amends RSA 2000 cO-2

5(1) The *Occupational Health and Safety Act* is amended by this section.

(2) Section 1(s)(i) is repealed.

6 The *Farming and Ranch Exemption Regulation* (AR 27/95) is repealed.

(2) Section 4(2) presently reads in part:

(2) This Act does not apply to

(e) employees employed on a farm or ranch whose employment is directly related to

(i) the primary production of eggs, milk, grain, seeds, fruit, vegetables, honey, livestock, diversified livestock animals within the meaning of the Livestock Industry Diversification Act, poultry or bees, or

(ii) any other primary agricultural operation specified in the regulations under the Employment Standards Code

or to their employer while the employer is acting in the capacity of their employer;

(3) Coming into force.

Part 3
Occupational Health and Safety Act

5(1) Amends chapter O-2 of the Revised Statutes of Alberta 2000.

(2) Section 1(s) presently reads:

1 In this Act,

(s) "occupation" means every occupation, employment, business, calling or pursuit over which the Legislature has jurisdiction, except

(i) farming or ranching operations specified in the regulations, and

(ii) work in, to or around a private dwelling or any land used in connection with the dwelling that is performed by an occupant or owner who lives in the private dwelling or a household servant of the occupant or owner;

6 Repeals Alberta Regulation 27/95.

7(1) The *Occupational Health and Safety Code 2009* as adopted by the *Occupational Health and Safety Code 2009 Order* (AR 87/2009) is amended by this section.

(2) The following is added after section 1:

Farming and ranching operations

1.1(1) Subject to subsection (2) and except as expressly provided in this Code, this Code does not apply to the following farming and ranching operations:

(a) the production of crops, including fruits and vegetables, through the cultivation of land;

(b) the raising and maintenance of animals or birds;

(c) the keeping of bees.

(2) For greater certainty, the following are not farming and ranching operations:

(a) the processing of food or other products from the operations referred to in subsection (1);

(b) the operations of greenhouses, mushroom farms, nurseries or sod farms;

(c) landscaping;

(d) the raising or boarding of pets.

8 This Part comes into force on January 1, 2016.

Part 4
Workers' Compensation Regulation

Amends AR 325/2002

9 The *Workers' Compensation Regulation* (AR 325/2002) is amended in Schedule A by striking out

"agrology and agronomy services, provision of;",
"apiary, operation of;",
"artificial breeding services, provision of;",
"breeding of animals, birds, fish or reptiles;",

7 Amends Occupational Health and Safety Code 2009.

8 Coming into force.

Part 4
Workers' Compensation Regulation

9 Amends Alberta Regulation 325/2002.

"collection of urine from pregnant mares;",
"dude ranch, operation of;",
"egg producer, commercial, carrying on business as;",
"farming, carrying on business of;",
"farming contracting, including haying and threshing, carrying on business of;",
"feed lot, commercial, operation of;",
"fertilizer spreading services, provision of;",
"fruit grower, commercial, carrying on business as;",
"game farm, operation of;",
"horse exercising, training or racing, carrying on business of;",
"poultry producer, commercial, carrying on business as;",
"rabbit producer, commercial, carrying on business as;",
"ranching;",
"riding academy or horse stable, operation of;", **and**
"vegetable grower, commercial, carrying on business as;".

Coming into force

10 This Part comes into force on January 1, 2016.

10 Coming into force.

RECORD OF DEBATE

Stage	Date	Member	From	To

Questions and Comments	From	To

Stage	Date	Member	From	To

Questions and Comments	From	To

Stage	Date	Member	From	To

Questions and Comments	From	To

Stage	Date	Member	From	To

Questions and Comments	From	To

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	June 28, 2016
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	**CALENDARS**
File:	11-02-04

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 June, July and August 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:**

June 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 FCM 2016 Annual Conference and Trade Show 2nd -5th	3	4
5	6 4H sale	7 ~~ASR-CJ,JK,JR~~	8	9 NTAA-CJ	10 GGAMAA-PF	11
12	13 ASB-CJ	14 Council	15	16	17	18
19 Father's Day	20 Nomination Day AAMDC-MGA St. Isador	21	22 *MGA* Review Peace River	23 *MGA* Review Grande Prairie	24 Special Council Meeting 9:30 a.m.	25
26	27 CH Conn – D&O JR,CJ,MC	28 Council	29	30 Zone 4 –Reeves & CAO		

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						

July 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Canada Day	2
3	4	5	6 Advanced Biofuels Symposium-PF	7	8	9
10	11 ASB-CJ	12	13	14	15	16
17	18 By-Election-Ward 5	19 Council	20	21 CHC BBQ	22	23
24	25	26	27	28	29	30
31						

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		

Notes:

August 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			

August 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Heritage Day	2	3	4	5	6
7	8 ASB-CJ	9	10	11	12 ZONE 4-ALL	13
14	15	16 Council	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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						

Notes:

September 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	

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)